



Date: October 8, 2018

To: Finance and Administration Committee

Dan Mortensen, Chair
B. J. Atkins
Ed Colley
Robert DiPrimio
Dean Efstathiou
Maria Gutzeit
R. J. Kelly

From: Beverly Johnson, Director of Finance
Rochelle Patterson, Director of Administrative Services

The **Finance and Administration Committee** is scheduled to meet on **Monday, October 15, 2018 at 6:00 PM** at **Rio Vista Water Treatment Plant** located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Training Room.

MEETING AGENDA

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- * Indicates attachments
- To be distributed

NOTICES:

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning (661) 297-1600, or writing to Santa Clarita Valley Water Agency at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on October 9, 2018.

MBS



COMMITTEE MEMORANDUM

DATE: October 8, 2018
TO: Finance and Administration Committee
FROM: Eric Campbell *EC*
Chief Financial and Administrative Officer
SUBJECT: Discuss USCVJPA Intent to Issue Tax Exempt Obligations

SUMMARY

SCV Water has been discussing the issuance of revenue bonds by the Upper Santa Clara Valley Joint Powers Authority (USCVJPA) to fund the ongoing Capital Improvement Program (CIP) and anticipates this transaction occurring in early May 2019. It is likely that the current bond funding will be exhausted by this time. The Agency would use available cash from one-percent property tax funds that would be reimbursed from the bond proceeds. The proposed resolution of intent to issue tax exempt bonds will allow the Agency to use bond proceeds to reimburse the Agency for expenditures on the specified projects.

DISCUSSION

As discussed in the FY 2018/19 Budget process, the Agency's current CIP for Major Capital projects shows 20 projects being constructed over the next ten years. Assuming the Agency is able to obtain some grant funding for the recycled water projects, the current projection shows a need for additional funding of \$183 million through FY 2025/26. The FY 2018/19 Budget proposes \$35 million in debt issuance to cover approximately three years of capital project funding.

Projects that are anticipated to require funding in the interim period include:

- ◆ Castaic Conduit
- ◆ Distribution System – RV-2 Modifications
- ◆ ESFP Clearwell/CT Improvements
- ◆ ESFP Sludge Collection System
- ◆ ESIPS Pipeline Improvements
- ◆ Foothill Feeder Connection
- ◆ Honby Parallel
- ◆ Magic Mountain Pipeline No. 4
- ◆ Magic Mountain Pipeline No. 5
- ◆ Magic Mountain Pipeline No. 6
- ◆ Magic Mountain Reservoir
- ◆ Recycled Water Program Phase 11, 2A – Central Park
- ◆ Recycled Water Program Phase 11, 2B – Vista Canyon
- ◆ Recycled Water Program Phase 11, 2C – South End
- ◆ Recycled Water Program Phase 11, 2D – West Ranch
- ◆ Rosedale Rio Bravo Extraction

MBS

The proposed resolution of intent by USCVJPA to issue tax exempt bonds would allow the Agency to use bond proceeds to reimburse the Agency for expenditures on ongoing capital improvement projects.

The attached proposed resolution will be presented to the USCVJPA Board of Directors for approval at its regular November 6, 2018 Board Meeting.

EC/bj

Attachment

RESOLUTION NO. ____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE UPPER SANTA CLARA VALLEY JOINT POWERS AUTHORITY
REGARDING ITS INTENTION TO ISSUE TAX-EXEMPT OBLIGATIONS**

WHEREAS, the Board of Directors of the Upper Santa Clara Valley Joint Powers Authority (the “Issuer”) has been requested to finance the costs of acquiring certain public facilities and improvements for the Santa Clarita Valley Water Agency (the “Agency”), as provided in Exhibit A attached hereto and incorporated herein (the “Project”); and

WHEREAS, the Authority has agreed to finance the acquisition of the Project or portions of the Project on behalf of the Agency with the proceeds of the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the “Obligations”); and

WHEREAS, prior to the issuance of the Obligations the Agency may incur certain expenditures with respect to the Project from available monies of the Agency which expenditures are desired to be reimbursed by the Agency from a portion of the proceeds of the sale of the Obligations;

NOW, THEREFORE, THE ISSUER HEREBY FINDS, DETERMINES, DECLARES AND RESOLVES AS FOLLOWS:

SECTION 1. The Issuer hereby states its intention and reasonably expects to reimburse Project costs to the Agency incurred prior to the issuance of the Obligations with proceeds of the Obligations. Exhibit A describes the general character, type, purpose, and function of the Project.

SECTION 2. The reasonably expected maximum principal amount of the Obligations is \$35,000,000. The reasonably expected maximum amount of proceeds of the Obligations to be allocated to reimburse original expenditures is \$35,000,000.

SECTION 3. The Issuer shall not reimburse from proceeds of the Obligations reimbursement or expenditures for Project costs which may have been incurred by the Agency prior to the date that is sixty (60) days prior to the date of adoption of this resolution (the “Expenditures Date or Dates”).

SECTION 4. Except as described below, the expected date of issue of the Obligations will be within eighteen months of the later of the Expenditure Date or Dates and the date the Project is placed in service; provided, the reimbursement may not be made more than three years after the original expenditure is paid.

SECTION 5. Proceeds of the Obligations to be used to reimburse for Project costs are not expected to be used, within one year of reimbursement, directly or indirectly to pay debt service with respect to any obligation (other than to pay current debt service coming due within the next succeeding one year period on any tax-exempt obligation of the Issuer or the Agency (other than the Obligations)) or to be held as a reasonably required reserve or replacement fund with respect to an obligation of the Issuer, the Agency, or any entity related in any manner to the Issuer or the Agency, or to reimburse any expenditure that was originally paid with the proceeds of any obligation, or to replace funds that are or will be used in such manner.

SECTION 6. This resolution is consistent with the budgetary and financial circumstances of the Issuer (or any related party), as of the date hereof. No monies from sources other than the Obligation issue are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the Issuer, the Agency (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board of Directors is not aware of the previous adoption of official intents by the Issuer that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 7. The limitations described in Section 3 and Section 4 do not apply to (a) costs of issuance of the Obligations, (b) an amount not in excess of the lesser of \$100,000 or five percent (5%) of the proceeds of the Obligations, or (c) any preliminary expenditures, such as architectural, engineering, surveying, soil testing, and similar costs other than land acquisition, site preparation, and similar costs incident to commencement of construction, not in excess of twenty percent (20%) of the aggregate issue price of the Obligations that finances the Project for which the preliminary expenditures were incurred.

SECTION 8. This resolution is adopted as official action of the Issuer in order to comply with Treasury Regulation § 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Issuer and/or Agency expenditures incurred prior to the date of issue of the Obligations, is part of the Issuer's official proceedings, and will be available for inspection by the general public at the main administrative office of the Issuer.

SECTION 9. All the recitals in this Resolution are true and correct and this Board of Directors so finds, determines and represents.

SECTION 10. This resolution shall take effect immediately.

EXHIBIT A

DESCRIPTION OF PROJECT

The Project consists of water utility collection, storage, and distribution property and related components and improvements, identified on the Agency's books and records as indicated below:

- Castaic Conduit
- Distribution System – RV-2 Modifications
- ESFP Clearwell/CT Improvements
- ESFP Sludge Collection System
- ESIPS Pipeline Improvements
- Foothill Feeder Connection
- Honby Parallel
- Magic Mountain Pipeline No. 4
- Magic Mountain Pipeline No. 5
- Magic Mountain Pipeline No. 6
- Magic Mountain Reservoir
- Recycled Water Program Phase 11, 2A – Central Park
- Recycled Water Program Phase 11, 2B – Vista Canyon
- Recycled Water Program Phase 11, 2C – South End
- Recycled Water Program Phase 11, 2D – West Ranch
- Rosedale Rio Bravo Extraction

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COMMITTEE MEMORANDUM

DATE: October 8, 2018

TO: Finance and Administration Committee

FROM: Eric Campbell *EC*
Chief Financial and Administrative Officer

SUBJECT: Recommend Approval of Resolution Authorizing Professional Services Agreement with AAC Utility Partners for Selection Services for New Financial Management System

SUMMARY

SCV Water currently uses three different accounting systems, all of which are the legacy systems of the entities from prior to the merger. To improve efficiency, the Agency needs to implement new accounting software that meets the accounting and financial reporting needs of all divisions of the Agency.

DISCUSSION

Currently, each division of the Agency is using their respective accounting systems that were in place prior to the formation of SCV Water. Valencia Division is using Microsoft Dynamics GP, Newhall Division is using Sage 300 Enterprise, and Regional and SCWD are using Sunguard FinancePlus. It has been a goal of the Agency since its formation to get all divisions on the same accounting system. Having all divisions on the same system will result in significant efficiencies in all aspects of accounting throughout the organization. Each division can easily begin using a common chart of accounts, which will streamline and simplify the budget preparation process and financial reporting. Being on one system will also allow the Agency to move toward a centralized accounting department, rather than having four separate accounting departments.

The Agency has more complex needs now that it has merged three separate entities into one, and it is critical that the software selection process is managed properly so that SCV Water obtains the best software to meet its needs. Staff reached out to two qualified firms with utility specific expertise to guide us through the entire software selection process, starting with assessing requirements and preparation of an RFP, and through vendor demonstrations and final selection. The proposals from these two firms are attached as Attachments 1 and 2, and are summarized below:

AAC Utility Partners	\$240,000	Attachment 1
West Monroe Partners	\$225,000	Attachment 2

Staff recommends awarding the contract to AAC Utility Partners as the most qualified firm to provide these services. Although AAC's proposal is slightly higher, it is staff's opinion that AAC is uniquely qualified to ensure that SCV Water obtains a system that will meet its needs. AAC works only for utilities, assisting them with financial and other mission critical systems. Assisting

utilities with assessing, selecting, and implementation management is AAC's core competence and sole focus. They are completely independent in that they have never had any form of financial exchange with a vendor of utility software. Staff spoke with three other utilities who have recently used AAC for similar projects, and all gave positive recommendations.

Although West Monroe Partners also has experience in the utility industry, its primary focus is not on financial management systems. They focus on advanced metering infrastructure, customer information systems, IT strategy and roadmaps, and management dashboards. For this reason, staff recommends that the Agency engage AAC as the most qualified firm for this particular project.

FINANCIAL CONSIDERATIONS

The cost to engage AAC Utility Partners for the software selection process is \$240,000. The project is funded by 1% property tax revenues (Regional Division) and retail water rates (Retail Divisions). It is estimated that the software selection cost will be incurred over two fiscal years, with \$125,000 in FY 2018/19 and \$115,000 in FY 2019/20. The FY 2018/19 Budget amount is \$125,000.

RECOMMENDATION

That the Finance and Administration Committee recommends the Board of Directors approve the attached resolution authorizing a professional services agreement with AAC Utility Partners for \$240,000 for selection services for a new financial management system.

EC/bj

Attachments

RESOLUTION NO. __

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY WATER AGENCY
AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH
AAC UTILITY PARTNERS FOR SELECTION SERVICES FOR
NEW FINANCIAL MANAGEMENT SYSTEM**

WHEREAS, the Board of Directors has determined that the Agency needs to implement new accounting software that meets the accounting and financial reporting needs of all divisions of the Agency; and

WHEREAS, currently, each division of the Agency is using their respective accounting systems that were in place prior to the formation of SCV Water; and

WHEREAS, the Agency has merged three separate entities into one, and it is critical that the software selection process is managed properly so that SCV Water obtains the best software to meet its needs; and

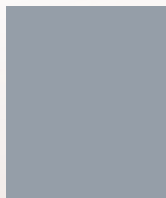
WHEREAS, the Board finds, after consideration of the recommendation of staff, that AAC Utility Partners is the most uniquely qualified firm to ensure that SCV Water obtains a system that will meet its needs.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Clarita Valley Water Agency does authorize the General Manager to execute a contract in an amount not to exceed \$240,000 with AAC Utility Partners, subject to review and approval by Legal Counsel.

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Selection Services for a New Financial Management System

PROPOSAL TO:



Santa Clarita Valley Water Agency

Santa Clarita, California

August 17, 2018

WMS
CIS MWM
FMIS ERP
MDM



"Navigating successful transformation of mission critical systems for utilities."



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From the Office of AAC

August 17, 2018

Beverly Johnson, CPA
Director of Finance
Santa Clarita Valley Water
27234 Bouquet Canyon Road
Santa Clarita, CA 91350

Dear Ms. Johnson:

AAC Utility Partners (AAC) is appreciative for the opportunity and pleased to submit to Santa Clarita Valley Water Agency (SCV Water) our proposal for the procurement of a new Financial Management System (FMS). This is an AAC core competence and we very much appreciate being considered to partner with you for this important initiative.

AAC is a utilities specific, vendor/SI independent consulting firm that has been assisting utilities with their FMS and other mission critical systems in the areas of strategy/assessment, selection/procurement and client-side Project Implementation Leadership Services since 2005. This is our sole focus and we work very hard to be the best in the industry for our clients. In order to be the best in our industry, our services and area of expertise is very focused; we do not attempt "to be all things to all utilities." With that perspective, we believe we are uniquely qualified to lead SCV Water through this important project.

We believe we are uniquely qualified to lead Santa Clarita Valley Water Agency for a number of specific reasons. These qualifications and attributes are outlined below and detailed further in our proposal.

1. Utilities Specific
2. Public Sector/Municipal Focused
3. Water Experience
4. California Experience
5. Proven Methodology (NavigateOne) – PMBOK Based
6. Full Lifecycle Services
7. Verified Vendor Independence

This proposal will give you a comprehensive picture as to what Santa Clarita Valley Water Agency's project will look like under AAC's guidance. If you are short on time, please see the section titled "The Proposal in 90 Seconds" immediately following this cover letter.

The sampling of clients referenced in this proposal will gladly substantiate our firm's value, the success AAC delivers through our NavigateOne™ methodologies and tools, and the experience of our consultants. We have led many utilities through similar projects for which SCV Water is about to embark. We encourage you to contact our references.

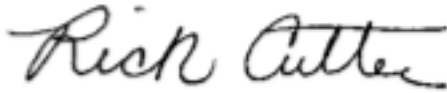
We are a very straight-forward company in all of our business dealings. As you will see, our proposal is not weighed down with marketing materials or superfluous information. We believe we have provided the necessary information for you understand our value and how we will guide you through your project to a successful conclusion. If there is any area where you feel you need additional information or clarification, please allow us the opportunity to respond.

Shannon Campbell, Business Development Manager, will be glad to answer any questions regarding this proposal. Shannon's contact information is scampbell@teamaac.com, 803-397-8405 (mobile).

This proposal is valid for ninety (90) days from August 17, 2018.

Thank you for your time and consideration.

Respectfully,



Rick Cutter
Managing Partner

Los Angeles, California | M: 803-361-1377 | O: 803-736-9486 | F: 803-227-0763 | rcutter@teamaac.com



Executive Summary

The Proposal in 90 Seconds

This Executive Summary is exactly that, a summary. We crafted this summary to allow a reader to easily understand the primary points of this proposal in a few minutes or less. Thanks for reading.

1. Yes, we have done this kind of work before and our clients will be happy to talk with you about us. We have performed many similar projects with numerous water utilities.
2. AAC is a utilities specific consulting firm focused 100% on the utilities industry. Helping utilities assess, procure, and manage FMS and other mission critical software implementations, just like Santa Clarita Valley Water Agency's project, is all we do.
3. AAC has assisted utilities of varying sizes ranging from 35K to over a million customers in the areas of assessment, procurement and implementation management.
4. AAC Managing Partners and the Strategy and Selection consultants that you will work with have an average of more than 18 years in the utilities, utilities software, information technology, and consulting industries. You will find that the assigned consultants are experienced, knowledgeable, and come with a methodology that is thorough and proven to work.
5. We have managed more than 70 successful projects and our client base is comprised of approximately 75% municipal/public utilities with approximately 60% that provide water as a service. This experience has allowed us to gain a thorough knowledge of how public utilities utilize their FMS and related systems.
6. AAC works specifically for our clients, not the software vendors or system integrators. "To protect our clients from any appearance of impropriety, AAC does not and has never generated any revenue from a software or systems integration vendor. To show you how important business ethics are to AAC, we have provided a certified statement from AAC's auditors verifying this (page 3). We will also review our confidential, audited financial statements with you to further substantiate our independence and financial strength. AAC's independence from software vendor/SI's provides a high level of confidence to our client's management, their governing bodies, and their constituents.
7. AAC will utilize our proprietary and proven methodology, NavigateOne™, to manage Santa Clarita Valley Water Agency's FMS initiative. NavigateOne™ is a proprietary set of tools, templates, processes, and software developed and designed specifically to manage utilities mission critical projects for the client-side. Our clients appreciate that NavigateOne™ is rooted in the Project Management Body of Knowledge (PMBOK), the best practices designated by the Project Management Institute (PMI). This commitment ensures that

Santa Clarita Valley Water Agency's project will be guided by rigorous standards of project performance. AAC's NavigateOne™ methodology is outlined starting on page 13.

Unlike our competitors, AAC was founded as a project focused company with a core competence in client-side Project Implementation Leadership Services (leading our clients through large-scale implementation projects and managing the software vendor/system integrator). We have been providing Project Implementation Leadership Services since the inception of the company.

Through the management of large scale implementation projects, we are continually and intimately learning about the FMS solutions and the vendor's/SI's implementation capabilities including their strengths and weaknesses. We use all of this information and data to improve AAC's assessment, procurement, and implementation management of these complex systems.

- 8. Nothing is "throw away" in a NavigateOne™ procurement project. We know that our clients are entrusted to be the stewards of their constituents' money. This is why our clients appreciate that the NavigateOne™ methodology is interconnected; thereby, ensuring that no work is wasted. Deliverables and work product from the selection will be the foundation for the Implementation; nothing is wasted and no rework is required, thus saving time, energy and money.
- 9. The fees for our services are outlined below. AAC Utility Partners understands the importance our clients place on fiscal responsibility. The financial and political fallout of a poorly planned, runaway project are unacceptable outcomes.

For this reason, we offer straightforward, fixed, milestone-based pricing that diminishes financial risk, allowing you to move forward with confidence. This arrangement also guarantees that services are delivered, reviewed, and accepted by you before SCV Water spends one penny with AAC. SCV Water bears no risk associated with paying for unacceptable work.

Financial Management System Procurement.	\$240,000
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■ AAC Attestation Letter

1704 Laurel Street
Columbia, SC 29201
P.O. Box 2411
Columbia, SC 29202



Phone (803) 799-0555
Fax (803) 799-4212
www.hobbscpa.com

INDEPENDENT ACCOUNTANTS' REPORT

To the Members of
AAC Utility Partners, LLC

We have examined management of AAC Utility Partners, LLC (the "Company") assertions that for the period January 1, 2010 through December 31, 2017:

1. AAC Utility Partners, LLC has not accepted or received any financial remuneration from any software vendor or software integration company that provides software or services for the following:
 - a. Customer Information Systems (CIS)
 - b. Enterprise Resource Planning (ERP)
 - c. Financial Information System (FIS)
 - d. Work Management System (WMS)
 - e. Asset Management System (AMS)
 - f. Meter Data Management System (MDMS)
 - g. Mobile
 - h. Mobile Work Management (MWM)

2. All of the customers of the Company are utility enterprises.

The Company's management is responsible for its assertions. Our responsibility is to express an opinion on management's assertions based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform procedures to obtain evidence about management's assertions. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of management's assertions whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, management's assertions referred to above are fairly stated, in all material respects, based on the cash receipts and disbursements of the Company for the period January 1, 2010 through December 31, 2017.

Columbia, South Carolina
July 19, 2018

The Hobbs Group, P.A.

Providing Auditing, Tax, and Accounting Services since 1986

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Company Overview

About AAC Utility Partners

AAC Utility Partners is a utilities specific, vendor/SI independent consulting firm that assists utilities with the strategy/assessment, selection and client-side project implementation leadership of FMS and other mission critical systems. We are a financially stable, profitable and growing company with no significant debt. AAC is a privately held limited liability company established in 2005. As such, AAC has no parent company.

Our corporate office is located in Columbia, South Carolina with regional offices located below.

Corporate Offices:

AAC Utility Partners, LLC
4711-3 Forest Drive, #374
Columbia, South Carolina 29206

Regional Offices:

Los Angeles, California
Sarasota, Florida
Reno, Nevada

For more than 12 consecutive years, AAC has guided water, wastewater, stormwater, electric, gas and multi-service utilities throughout North America and the Caribbean through successful mission critical system assessments, selections and implementations. This experience includes FMS and other specific mission critical systems.

During our twelve years as AAC, we have never been acquired by another company nor have we had to merge with another company to remain competitive. When we talk about the projects we have managed, the projects represent recent experience and are AAC projects, not a consolidation of projects from multiple companies compiled through the acquisition and merging of separate companies.

We have managed more than 70 successful projects. Our client base is comprised of approximately 75% public/municipal utilities. In addition, 60% of our clients provide water as a service. We have a strong understanding of water utilities and how they utilize their FMS and other mission critical systems, the utilities industry, and how the FMS systems are implemented.

To provide clarity, we are not a systems integrator nor have we ever been part of a systems integration firm and we do not derive any revenue from any software vendor/SI or provide any services for a specific vendor/SI's solution(s). We have never been acquired or merged with another company and we have been doing business as AAC Utility Partners since 2005. As we are completely independent and unbiased, Santa Clarita Valley Water Agency, its governing body, and its constituents can have complete confidence in the recommendations, advice and services we provide.

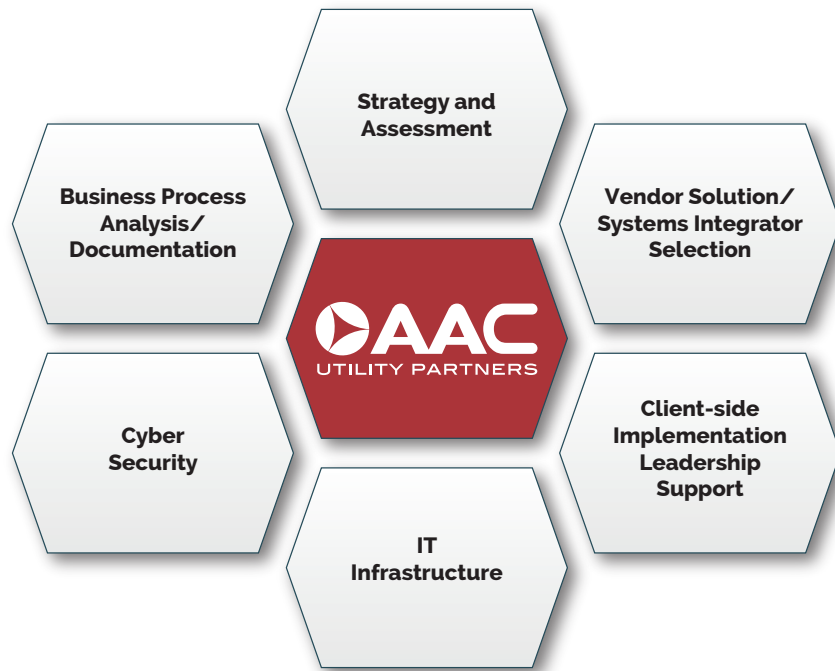
AAC's Strategy and Software Vendor/SI Selection practices assist clients with various engagements regarding their FMS and other mission critical systems. A sample of the services provided through these practices include:

- ▲ Systems Assessments and Analysis
- ▲ Risk Assessments
- ▲ As-Is Business Process Documentation
- ▲ Business Case Development
- ▲ Cyber Security Services
- ▲ Requirements Analysis and Definition
- ▲ Organizational Staffing Analysis
- ▲ Software Procurement
- ▲ Statement of Work Development and Contract Negotiations Guidance

To compliment AAC's 12 years in the utilities consulting industry, AAC's managing partners and the proposed consultants bring many more years of experience in the following areas:

SPECIFIC EXPERIENCE	TOTAL YEARS OF EXPERIENCE
Mission Critical Systems Strategy, Assessment, Selection	22 Years - Steve Wenke
Mission Critical Systems Implementation Management and Negotiations	25 Years - Rick Cutter
Utilities Software Sales, Consulting, Negotiations	22 Years - Edwin Crow
Mission Critical Systems Implementation Management, Utilities Software Development	27 Years - Lyndal Haddox
Financial Management Experience, CPA, CMA	10 Years - Matt Joy
Utilities Software Systems, Consulting	5 Years - Christina Schueneman
ERP Software Experience, Consulting	19 Years - Tom Morgan

In addition to our Strategy and Selection practices, AAC provides Project Implementation Leadership Services to lead our client's implementation teams and manage the software vendor/SI. AAC's leadership roles include Project Management, Testing Leadership, Testing Automation, Training Leadership, Organizational Change Management Leadership, Project Quality Readiness and select others. As utilities only replace their FMS and other mission critical systems every 15-20 years, AAC provides experienced leadership to ensure these high-risk projects are completed timely and within budget, and that the software vendor/SI or system integrator delivered all of the contracted functionality for which our client's paid.



Our Project Implementation Leadership Practice has assisted clients that have implemented the tier-one and the leading tier-two systems along with numerous system integration firms. We share internally and leverage all of the knowledge that is learned from each of our client's assessment, selection and implementation projects to make our processes and our next client's project that much more successful. Our consultants in our Client-side Project Implementation Leadership Practice are highly experienced and bring proven leadership to support our client's projects.

Performance Record

We are proud of the project success our clients have achieved through our leadership and guidance. The reason for this success is a combination of several key things. First, we focus on both the business and the technology needs of the utility rather than simply on technology.

Second, using a proven methodology that includes unparalleled tools, templates, and software, we ensure that the business needs of the utility are the driving force in every phase of a project.

Third, we have extensive experience in developing and negotiating Statements of Work (SOW) for system implementations that protect our clients and not the software vendor. Through our NavigateOne™ SOW, we are able to require that all contracted functional requirements are validated and implemented to ensure our clients get the "system for which they contracted and paid."

Proven Methodology

On a deeper level, we are a champion for our clients. We empower utility teams to deliver exceptional projects by bringing to bear our rich project history, deep industry knowledge and proven methodology, NavigateOne™.

NavigateOne™ is a proprietary set of tools, templates, processes and software that was developed and designed specifically to manage utility mission critical projects for the client-side. Our clients appreciate that NavigateOne™ is rooted in the Project Management Body of Knowledge (PMBOK), the best practices designated by the Project Management Institute (PMI). This commitment ensures that Santa Clarita Valley Water Agency's project will be guided by rigorous standards of project performance.

NavigateOne™ is specifically designed to protect our clients, not the software vendor/SI or systems integrator.

Our NavigateOne™ Methodology is explained in detail, starting on page 13.

Culture

We believe having a solid cultural fit with our clients is critical to the success of their projects. We are proud of the business culture fostered at AAC, and our clients have noticed the difference as well. They appreciate that we are hardworking and dedicated to their success but also relaxed, open and well-adjusted to their unique working environments.

Our communications are candid but our attitudes are positive, and we strive to keep our organization free of corporate red tape and hierarchy. Our managing partners do not disappear once a contract is signed. Rather, they are involved throughout the project in an oversight and consultant-advisory capacity. Ultimately, we take on the same level of responsibility, accountability and ownership for the success of the project that you do.

Additionally, we take care of our consultants and empower them to do what is best for our clients. We believe this investment in our team is an investment in Santa Clarita Valley Water Agency's success, ensuring that the team members working on your project are dedicated and dependable.

Vendor/SI Independence

Although we work daily beside and manage software vendor/system integrators and strive to help them deliver successful projects on behalf of our utility clients, AAC remains a completely independent consulting firm. AAC has never received any form of revenue from any vendor/SI and has no financial relationship with any vendor/SI.

Furthermore, to protect our clients from even the appearance of any impropriety, AAC does not and has never generated any revenue from vendor/SI. This includes, but is not limited to having a practice that implements a specific software solution(s), performing services for a specific software solution or performing paid/subscription based research services for software/system integrator companies.

Vendor Experience

The multitude of technology solutions available today can be daunting for utilities facing a major system replacement. One technology solution does not fit all, and vendor/utility fit is of critical priority.

AAC has a deep and current understanding of modern FMS solutions, their capabilities and how they are being used by utilities throughout North America. Through regular product review

meetings, procurement processes and system implementation projects, AAC has first-hand experience with the leading software vendors and system integrators in the industry today.

We use this extensive knowledge to ensure that our clients are empowered with the best information when choosing a vendor to fill their needs. A sampling of software vendors that we have reviewed follows.



AAC has similar experience with software integrators, such as the following:



AAC Experience

Below you will find a sampling of our clients that represents a cross section of our experience.

CLIENT	STRATEGY / ASSESSMENT	SELECTION	IMPLEMENTATION	MUNICIPAL / PUBLIC	PRIVATE / IOU
DC Water	●	●	●	●	
City of Roseville	●	●	●	●	
Golden State Water		●	●		●
Eastern Municipal Water District		●		●	
Anaheim Public Utilities	●	●	●	●	
City of Oceanside	●	●	●	●	
Citizens Energy	●	●		●	
El Paso Water	●	●		●	
San Gabriel Valley Water Company	●	●			●
Puerto Rico Electric Power Authority	●	●	●	●	
Gainesville Regional Utilities		●	●	●	
City of Provo Utilities	●	●		●	
City of Fort Collins	●	●		●	
South Jersey Gas	●	●	●		●
City of Loveland	●	●		●	
Chesterfield County		●	●	●	
Washington Gas			●		●
Bryan Texas Utilities		●		●	
Nashville Electric Service	●	●	●	●	
South Central Connecticut Regional Water Authority	●			●	
Bermuda Electric Light Company		●	●		●

AAC Unique Strengths for Santa Clarita Valley Water Agency

■ Utilities Specific Experience

When an individual or an organization specializes and focuses its efforts, it normally becomes very competent in its abilities. That is AAC's philosophy. We are a software vendor/SI independent, utilities specific firm that assists utilities with their FMS and other mission critical systems. We provide specific assistance in the areas of Strategy/Assessment, Selection/Procurement and client-side Project Implementation Leadership Services. This is all we do.

We are not an engineering or multi-industry company or a subsidiary of a firm that was started as an afterthought. Assisting utilities with assessing, selecting and implementation management of FMS and other mission critical software systems is our core competence and our sole focus. We have worked with water utilities throughout the country and bring best practices to your project.

■ Public Sector/Municipal Focused

As more than 75% of our engagements are with public/municipal utilities, we bring a deep knowledge of public sector experience. Through our experience, AAC has developed a strong understanding of the municipal/public utilities industry, its unique needs, requirements and how they utilize their FMS and related systems.

■ Water Experience

AAC and our consultants have extensive experience with utilities that provide water services to their constituents. As we work with water utilities throughout the country, we have experience in the areas most challenging to today's utilities. We leverage all of the information learned from each of our client's projects and software implementations and incorporate the lessons learned into our methodology and training of our consultants.

■ California Experience

With more than ten California clients, we have extensive experience supporting California utilities and requirements that are unique to the California market. This experience includes a strong understanding of the California Regulatory Issues (i.e. AB- 920), Water Budgets, Net Energy Metering, Community Solar, Red Flag, Smart Grid Initiatives, Water Efficiency/Conservation Requirements, Time of Use Rates and others.

■ NavigateOne™ - Proven Implementation Management Methodology

AAC has delivered more than 70 successful projects; our clients attribute our success to a number of factors including our NavigateOne™ methodology. NavigateOne™ is a proprietary set of tools, templates, processes and software that was developed and designed specifically to manage utility mission critical projects for the client-side. They appreciate that NavigateOne™ is rooted in the Project Management Body of Knowledge (PMBOK), the best practices designated by the Project Management Institute (PMI). This commitment ensures that Santa Clarita Valley Water Agency's project will be guided by rigorous standards of project performance.

The NavigateOne™ methodology was developed based on a successful project implementation. We then worked backwards through the Statement of Work/Contracts, Selection Process, through System Assessment to develop a methodology for each of AAC's specific disciplines.

■ Full Lifecycle Services

As AAC's sole focus is supporting only utilities with their mission critical systems, we have to work very hard to be the best we can be for our clients. As we support our clients through the full lifecycle of their mission critical systems (strategy/assessment, procurement, implementation management) we gain a 360 degree view of their needs. We leverage information from all of our engagements to continually update and improve our NavigateOne™ methodology as well as to provide continuous training and improvement for our consultants.

We leverage all of the information gained about the software systems, their technology, development and implementation methodologies, company viability and many other factors. As a core competence of our business is supporting clients with implementation projects, we are able to validate vendor information and project success which provides real world data on a vendor's system as well as their ability to effectively implement. This information is invaluable to our client's projects.

In addition, our full lifecycle services allow us to support our clients and leverage the information developed in each project phase to support future phases. The deliverables and work product in an AAC engagement is never wasted, thus saving time and money.

■ Verified Vendor Independence

Our clients believe that it is critical that their consultant is completely independent and unbiased to ensure that the information and advice given is in their best interest. AAC agrees that there should not even be a hint of impropriety so as to ensure that SCV Water has complete confidence in its consultant and that its process can be fully defended. How AAC defines independent and unbiased: Since inception, AAC has never accepted any engagement with a software vendor nor has AAC had any form of financial exchange between AAC and a vendor of utility software or system integration services.

Unlike most consulting companies in the utility market, there are no partnerships with utility software vendors/integrators of any kind. This includes, but is not limited to any form of partnership with vendors, having a practice or having been part of a company that implements a specific software solution (such as Maximo or Oracle), or having a research division that performs paid/subscription based research services for software vendor/system integrator companies.

Many other utilities consulting firms state they are "unbiased," "independent," or "ethical." However, at the end of the day, they cannot certify or attest to their claims as they have, for example, a division that implements a specific software solution(s) or a research division where software vendors/system integrators pay to participate in their research activities while the firm is helping utilities select a software vendor/SI.

When you make money through implementing or supporting a specific software solution or you have software companies and system integrators paying you, your impartiality is compromised. At AAC, we want to ensure that there is not even the hint of impropriety.

AAC's independence from vendors provides a high level of confidence to our client's governing body, management, and constituents.

A copy of our vendor independence attestation from AAC auditors is provided on page 3.



NavigateOne Methodology



FMS Procurement The NavigateOne™ Difference

AAC's services are built on our foundational methodology, NavigateOne™, which includes processes, tools, templates and software, completely scalable and customizable to the unique needs of utility projects.

NavigateOne™ is designed to help utilities achieve project success not only in the strategy and assessment phases of a technology project but also throughout selection and implementation. Our clients have found NavigateOne™ to be an invaluable asset for:

- ▲ Assessing business and technical requirements and identifying shortfalls from capabilities available in the industry (gap analysis)
- ▲ Identifying and documenting unique functional and technical needs
- ▲ Planning for project costs
- ▲ Identifying, managing and mitigating project risks
- ▲ Identifying feasible options for transforming their business and technology environments
- ▲ Providing reliable data that makes strategic options clear and enables leadership to move forward with confidence
- ▲ Justifying strategic decisions to stakeholders
- ▲ Full system implementation project planning
- ▲ Managing software vendor/SI and system integrators on behalf of our clients

Key to our approach is the fact that we spend unparalleled time on-site working side-by-side with our clients' project teams. You don't just get a template to fill out, as with some consultants' methodologies. You get in-depth, engaged and experienced consulting every step of the way. We make this commitment to quality support because our clients rely so heavily on our experience and expertise. The right methodology. The right tools. The right people.

■ A Focus on your Business

AAC's services are based in the conviction that technology projects should be driven by business needs. Our NavigateOne™ methodology captures these business drivers, correlates them to needed technology capabilities and then catalogs the two into a business-focused requirements document that drives assessment, selection and implementation of a mission critical solution.

■ A Focus on the Project, Not Just the Software

Furthermore, we judge the success of a project not simply by a software solution being chosen but by how well the project delivers value to our clients' organizations in the months and years after Go-Live. We understand that the details of assessment set the stage for success throughout selection, implementation and launch. That's why we place the highest importance on careful assessment and strategic documentation, which is the foundation for the production of a client focused Statement of Work (SOW) and contract with the chosen vendor/SI down the project road.

Project Startup

This phase of the project is comprised of tasks and activities that focus on confirming and documenting Santa Clarita Valley Water Agency's major business drivers, goals and objectives for the project. Typical drivers, for example, include business limitations that result from: constituent/customer demands, regulatory changes, current vendor viability, technology obsolescence, inflexible software and cost of operations and maintenance.

A clearly detailed project charter and work plan will be established, and AAC will collaborate with Santa Clarita Valley Water Agency's project leadership to finalize and document key project activities, a project schedule, roles, milestones and deliverables—essentially the "who," "what," "when" and "how" of your strategic planning project.

The project planning and startup phase is important for laying a foundation for success, and includes the following activities:

- ▲ Establishment of the project charter
- ▲ On-site meetings, interviews and planning discussions
- ▲ Identify and define Santa Clarita Valley Water Agency's drivers for the project
- ▲ Establish joint roles and responsibilities with Santa Clarita Valley Water Agency executives and staff
- ▲ Meeting facilities and other logistical support identified and prepared
- ▲ Project kick-off meeting
- ▲ Orientation and training that provide valuable context for assessment and selection activities
- ▲ Project strategy
- ▲ Deployment Strategy (In-house, Cloud, Hybrid)
- ▲ Communication plan
- ▲ Finalization of Project Plan in Microsoft Project

■ Kickoff

AAC will conduct a project kick-off to formally start the project. During this formal session, in order to communicate the importance of the project work, client executives and project sponsors will be required to participate.

In this meeting, AAC will introduce our NavigateOne™ methodology and tools to the team. This tool set will serve as a common thread driving project activities, schedules, measurement and more throughout the lifecycle of the project.

■ FMS Industry Educational Workshops

Because the most effective decisions are made when our clients are best informed, AAC leads educational workshops early in the project that will provide the team with valuable industry context and project information. This early investment makes the assessment activities more valuable as participants are given important decision-making information about current functionality and technology trends among utilities, innovations being developed by vendor/SI, services offered by integrators, costs and a clear understanding of the work ahead.

AAC will lead SCV Water's project team in a FMS Industry Workshop that covers information critical to the assessment process, such as:

- ▲ FMS Industry Overview
- ▲ Vendor and System Integrator Overview

This workshop will provide SCV Water with an understanding of the vendor/SI companies, functionality currently available in the market, trade-offs among the various solutions and the operational benefits and risks of each option.

The result of this workshop will be an informed, involved project team prepared to make confident strategic decisions moving forward.

■ Key Activities Recap

- ▲ Establish Project Charter
- ▲ On-site meetings, interviews and discussions
- ▲ Establish joint roles and responsibilities
- ▲ Analysis of project options
- ▲ Project kick-off meeting
- ▲ Project Plan and Schedule
- ▲ FMS Industry Workshop

Needs Assessment

While many consulting firms rely on a “template” approach to research that places the bulk of the work on the client, AAC customizes our research per our client’s actual needs and assists your team significantly in the work effort. Our dynamic research and evaluation tools reflect today’s utility needs as well as the capabilities of current market solutions.

AAC will work with Santa Clarita Valley Water Agency’s functional and technical staffs, IT and others to review the business needs and technical requirements and to identify how the organization will be impacted by the replacement of the new FMS. Our process allows for end-user and executive participation throughout the development of the requirements phase to assure total buy-in and acceptance from Santa Clarita Valley Water Agency staff.

Proverbially speaking, no stone is left unturned during this research initiative.

■ Systems Environment Review

Through a series of meetings and information gathering in conjunction with Santa Clarita Valley Water Agency’s staff, AAC will review Santa Clarita Valley Water Agency’s current technology environment as it relates to the FMS application, including:

- ▲ All major systems
- ▲ Sub-systems
- ▲ Hardware
- ▲ Interfaces and connectivity
- ▲ Current business uses
- ▲ Any third-party components working in conjunction

AAC will also review and document at a high level the connections between these technology resources and major business activities that utilize them as well as appropriate non-system factors such as support roles and major service protocols that may affect or be affected by any major system change.

From this analysis will emerge a high-level picture of Santa Clarita Valley Water Agency’s information systems and technology environment, which will give context for the deeper functional/technical assessment activities that follow.

■ Business, Functional & Technical Work Sessions

Having laid a foundation for the project by developing a comprehensive picture of Santa Clarita Valley Water Agency’s systems environment, AAC will now lead Santa Clarita Valley Water Agency staff in a series of work sessions focused on business, functional and technical requirements.

We will begin the exploratory work sessions—utilizing AAC’s Business Catalog and other NavigateOne™ documentation tools—with a focus on assessing functionality, technical issues, scalability to meet future needs, support resources issues and system architecture.

Through on-site, face-to-face meetings with key Santa Clarita Valley Water Agency staff, AAC will carefully document Santa Clarita Valley Water Agency’s business, functional and technical requirements.

■ Business Requirements Catalog

The primary tool used in this phase will be AAC's Business Requirements Catalog, a database of 2,200 plus FMS focused system requirements, enabling our consultants to fully define Santa Clarita Valley Water Agency's current, future and unique requirements.

This document will:

- ▲ Clearly connect business needs with functional requirements
- ▲ Provide a context for mapping these needs to systemic capabilities
- ▲ Help identify gaps in functionality between current system capabilities and capabilities available in the industry
- ▲ Address functional requirements specific to utility processes

This "drill-down" approach is an intensive, fact-to-face exploration with key utility staff focused on identifying the requirements that the software solution would need to provide in order to meet Santa Clarita Valley Water Agency's FMS needs.

The result of these work sessions will be:

- ▲ An exhaustive Santa Clarita Valley Water Agency-specific Business Requirements Catalog that will serve as the foundation of the selection and implementation phases (if determined by Santa Clarita Valley Water Agency) for Santa Clarita Valley Water Agency's project, including RFP, demonstration scripts, vendor/SI evaluation and scoring, Statement of Work, contracts, testing scripts, training, and implementation traceability.

The following are some of the main functional and technical FMS-related areas explored through this comprehensive research process:

General Ledger

- Journal Entries
- Chart of Accounts
- Processing
- Control Requirements
- Allocations
- Queries and Reporting

Accounts Receivable/Cash Receipts

- Customer Master File
- Invoice Processing
- Cash Receipts
- Credit Management and Debt Collection
- Control Requirements
- Queries and Reporting

Inventory

- Inventory Master File
- Control Requirements
- Inventory Processing
- Receiving Activities
- Withdrawal Activities
- Queries and Reporting

Fixed Assets

- Asset Addition and Maintenance
- Asset Disposition, Retirement and Theft
- Depreciation
- Capital Projects
- Asset Warranties and Service
- Buildings
- Queries and Reporting

Accounts Payable/Cash Disbursements

- Purchasing Controls
- Invoice Entry
- Payment Processing
- 1099 Processing
- Employee Advance and Expense Processing
- Control Requirements
- Queries and Reporting

Purchasing

- Vendor Master File
- Purchasing Processing
- Procurement Card Processing
- Purchasing and Requisition Agreements
- Bid and Quotes Management
- Control Requirements
- Queries and Reporting

Job Ledger/Project Ledger

- Project/Job Cost
- Tracking
- Planning
- Completion
- Reporting
- Staffing
- Technical
- Security
- Operations & Maintenance
- Transaction Processing
- Archive & Purge
- User Interface

Budgeting

- Operating/Capital Budget Formulation & Implementation
- Analysis & Forecasting
- Budget Maintenance & Security
- Budget Adjustments
- Queries and Reporting

Security

- System Security
- User Security
- Data Security

Business Issues

- Santa Clarita Valley Water Agency's FMS strategic goals
- Key Business Drivers
- Executive Management
- Strategic Planning Group
- Competing Initiatives
- Regulatory / Mandates / Compliance Issues
- Data Quality

■ Key Activities Recap

- ▲ Systems Environment Review
- ▲ Business/Functional/Technical Work Sessions
- ▲ Completed SCV Water Specific Business Requirements Catalog

Organizational Staffing Assessment (OSA)

In preparation for any FMS project, the utility client-side of the project staffing is crucial to the project's success. As part of AAC's NavigateOne™ methodology, AAC will work with Santa Clarita Valley Water Agency to conduct an assessment regarding the staffing needs for a FMS project. This assessment is called the Organizational Staffing Assessment (OSA).

Most consultant's approaches to system assessments focus primarily on functional and technical areas. AAC agrees that these are important and must be considered as part of any thorough systems assessment, and they are a key component in NavigateOne™. However, FMS and other mission critical systems projects are so dependent upon human resources (needed expertise, availability, and experience) to be successful. This is why AAC's NavigateOne™ methodology incorporates an Organizational Readiness Assessment; to ensure the organization has the right people, in both numbers and experience, to support the chosen path.

Many utility organizations make the mistake of attempting to staff the project by utilizing part-time employees, not assigning their best resources, or simply making the assumption that many people can wear multiple hats.

The OSA will provide Santa Clarita Valley Water Agency detailed and easy to understand analysis of their staffing needs as well as a staffing plan for a FMS replacement project. This staffing plan details each role and the full-time equivalent required to fulfill that role on the project. In addition, the role definition portion of the analysis discusses the skills needed by each resource to successfully fulfill that role. The role definitions identify and describe the functional and technical roles needed for the project. This will also provide Santa Clarita Valley Water Agency with data to assist with staffing planning and budgeting.

This analysis is typically used by utilities as a key justification for the staffing needs of the project.

■ Key Activities Recap

- ▲ Systems Environment Review
- ▲ Business/Functional/Technical Work Sessions
- ▲ Completed Santa Clarita Valley Water Agency-Specific Business Requirements Catalog

■ Deliverables

- ▲ Santa Clarita Valley Water Agency-Specific Business Requirements Catalog
- ▲ Organizational Staffing Assessment

Building a Precision RFP & Scope of Work

AAC will develop an Santa Clarita Valley Water Agency-specific RFP that effectively and accurately expresses Santa Clarita Valley Water Agency's functional and technical needs for the vendor/SI, enabling them to provide complete and specific responses.

Our comprehensive RFP template has been developed specifically for utilities and will be customized to express specific details of Santa Clarita Valley Water Agency's functional and technical areas in a concise, logical framework of content. The functional requirements documented in the Needs Assessment will be incorporated into the RFP, ensuring that responding vendor/SI responds to the specific needs of Santa Clarita Valley Water Agency. The RFP template will also identify interfaces and hardware needs that Santa Clarita Valley Water Agency may use to develop and pursue identified business strategies.

During the RFP development period, AAC will conduct on-site workshops with Santa Clarita Valley Water Agency's project team to tailor and augment our tested RFP base format to include areas such as: instructions on how to respond, Santa Clarita Valley Water Agency specific procurement guidelines, legal requirements and forms, functional matrices, business objectives and pricing lists.

AAC will coordinate the release of the RFP with the appropriate Santa Clarita Valley Water Agency department and in accordance with their requirements and procedures. AAC will recommend a list of vendor/SI, based on our industry knowledge, experience and input from Santa Clarita Valley Water Agency that we feel are qualified candidates to provide a solution for Santa Clarita Valley Water Agency's needs/requirements.

AAC's NavigateOne™ methodology is flexible and can accommodate different scenarios for selecting the software vendor and the system integrator. We have worked with clients that have selected the software first and then the system integrator as well as selecting the software and system integrator together. There are pro's and con's to each option and we will discuss with Santa Clarita Valley Water Agency for Santa Clarita Valley Water Agency to proceed with the approach that is most advantageous.

■ Scoring Criteria

AAC and Santa Clarita Valley Water Agency will develop together a detailed evaluation framework, timeline and scoring matrices for evaluation of FMS software vendor/SI proposals. This process will take into account Santa Clarita Valley Water Agency's current and long-term needs, which could include but not be limited to the following areas:

- ▲ Procurement Requirements
- ▲ Functional Requirements
- ▲ Technical Requirements
- ▲ Total Solution Costs
- ▲ Demonstration Results
- ▲ Implementation Methodology
- ▲ Support Requirements
- ▲ Vendor/SI Demographics

■ Key Activities

- ▲ Confirm software and SI selection approach for Santa Clarita Valley Water Agency
- ▲ Develop RFP with Santa Clarita Valley Water Agency-specific requirements
- ▲ Tailor NavigateOne™ demonstration framework and scripts to Santa Clarita Valley Water Agency's requirements
- ▲ Establish detailed scoring criteria
- ▲ Tailor NavigateOne™ evaluation framework to Santa Clarita Valley Water Agency's requirements
- ▲ Market and distribute RFP to potential software vendor's and system integrators
- ▲ Coordinate all RFP activities

Vendor/SI Evaluation & Demos

■ RFP Support

Following the release of the RFP, AAC will assist Santa Clarita Valley Water Agency in supporting vendor/SI inquiries regarding its contents. If appropriate, based on time constraints and Santa Clarita Valley Water Agency's procurement rules, AAC strongly encourages individualized "bidder" discovery sessions. These sessions are intended to provide FMS vendor/SI face-to-face time with Santa Clarita Valley Water Agency to ask detailed questions related to the RFP without the fear of giving away response strategies to competitors. While this method does require more time and effort from the project team beyond the normal "bidders conference," we believe that the benefits to Santa Clarita Valley Water Agency are much greater, ensuring that vendor/SI are able to provide more specific responses that are tailored to Santa Clarita Valley Water Agency's specific needs.

Key Activities

- ▲ Support / research vendor/SI RFP questions
- ▲ Coordinate "bidder" discovery sessions

■ Evaluation of Vendor/SI Responses and Creating a Short List

Following the close of the RFP response period, Santa Clarita Valley Water Agency's project team and AAC will work together to evaluate and identify the two or three FMS vendor/SI that best meet Santa Clarita Valley Water Agency-approved selection criteria as defined in the RFP. AAC consultants have decades of industry experience in FMS selection and implementation projects of various complexities—critical for effectively validating vendor/SI responses. In addition, Santa Clarita Valley Water Agency will have the benefit of AAC's NavigateOne™ vendor/SI evaluation accelerators for streamlining reference checks and additional due-diligence activities.

We understand the importance of validating a selection to stakeholders, which is why AAC's unique selection process requires extensive documentation throughout the entire project. We will, therefore, conduct the necessary on-site workshops as needed during the procurement phase to document and present the project team's findings to members of Santa Clarita Valley Water Agency's management or other high-level stakeholders.

Factors AAC Considers in Scoring and Selecting a Vendor/SI

- ▲ RFP scoring with Business Requirements Catalog
- ▲ Vendor/SI experience on similar projects
- ▲ Demonstration of software's ability to meet Santa Clarita Valley Water Agency's business needs
- ▲ Implementation Methodology
- ▲ Technology match
- ▲ References
- ▲ Price / Cost
- ▲ Vendor/SI company viability

Key Activities

- ▲ Review and evaluate / score RFPs
- ▲ Identify "short-list" of vendor/SI to move to next phase
- ▲ Organize and conduct demos
- ▲ Conduct on-site vendor/SI discovery sessions

■ Vendor/SI Demonstrations

AAC will coordinate on-site workshops with Santa Clarita Valley Water Agency's project team to develop business-based demonstration scripts, scoring criteria and detailed outlines of requirements that need to be satisfied by the vendor/SI.

Because we believe that simply allowing vendor/SI to "demo" without direction does not provide value to our clients, AAC's approach is to script vendor/SI demonstrations based on Santa Clarita Valley Water Agency's key business drivers.

Prior to conducting scripted demonstrations, AAC will organize and schedule two- hour vendor/ SI "demonstration" discovery sessions—not to be confused with the "bidder" discovery sessions in the RFP support process—to better equip the vendor/SI for the business-process focused demonstrations.

The project team will then invite two to three short-listed vendor/SI to Santa Clarita Valley Water Agency to conduct two- to four-day scripted system demonstrations, which give Santa Clarita Valley Water Agency's team the opportunity to evaluate the software applications functionally and technically. In addition to software capabilities, the vendor/SI will present corporate overviews and a detailed review of their implementation methodology and proposed work plan.

AAC will thoroughly document these demonstration results, including summarization of scores, a written recap of Santa Clarita Valley Water Agency's users' notes and general comments. This demonstration documentation will be added to the scoring matrix.

Follow-up meetings within the project team will then be conducted to review the results of the demonstrations. In addition, AAC and Santa Clarita Valley Water Agency will review reference results and document issues. AAC will conduct on-site workshops to update the scoring matrix to reflect the most recent procurement activities.

In addition to conducting demonstrations, AAC will assist Santa Clarita Valley Water Agency's project team in coordinating reference checks for the short-listed vendor/SI. Santa Clarita Valley Water Agency may utilize AAC's reference check tool to capture detailed questions. AAC will again update the scoring matrix to reflect the appropriate reference scores and comments.

At the conclusion of these demonstrations and reference checks, AAC and Santa Clarita Valley Water Agency will compile all the scoring details to assist Santa Clarita Valley Water Agency with the selection process. The summaries of the scores are then reviewed by Santa Clarita Valley Water Agency and a final decision made.

Additionally, these workshops will help to identify anticipated project costs. Results from the detailed demonstration and workshops will be provided to the preferred vendor/SI so the vendor/SI can provide an accurate cost for the following items:

- ▲ Modifications
- ▲ Interfaces
- ▲ Conversion
- ▲ Implementation
- ▲ Process Engineering
- ▲ Hardware
- ▲ Support
- ▲ 3rd Party Software
- ▲ Travel
- ▲ Licensing

This process ensures that the preferred vendor/SI has been given the opportunity to make certain they have a complete understanding of Santa Clarita Valley Water Agency's requirements in order to provide an updated price based on the most accurate information. As the preferred vendor/SI knows the information gathered will be included in the NavigateOne™ Statement of Work and contract, it prevents the preferred vendor/SI from saying that they did not have a complete understanding of Santa Clarita Valley Water Agency's requirements once the implementation project has started. This helps eliminate cost increases for project. AAC will conduct the necessary on-site workshops to document the core team's findings and participate in or conduct the presentation of the Core team's results to members of Santa Clarita Valley Water Agency's management team.

Key Activities

- ▲ Conduct Vendor/SI Demonstrations
- ▲ Compile Demonstration Scoring

■ Vendor/SI Confirmation

After the preferred vendor/SI is identified, AAC will then give due diligence to confirming the qualifications of the vendor/SI through reference site visits. AAC will coordinate, while adhering to Santa Clarita Valley Water Agency's travel policy, up to two-vendor/SI production site visits and one vendor/SI corporate visit by key project team members.

A site visit schedule that accounts for functional, technical, and project management aspects of the vendor/SI's work will facilitate interviews with various reference site employees, especially high-volume end-users. These trips will:

- ▲ Facilitate a detailed review of the proposed product
- ▲ Provide insight into the proposing vendor/SI's support structure and client base
- ▲ Offer pragmatic, vendor/SI-specific insights into the implementation process

AAC will summarize the project team's evaluations into the scoring matrix and conduct the necessary on-site confirmation workshops to review the team's findings.

Key Activities

- ▲ Coordinate and support Santa Clarita Valley Water Agency in vendor/SI reference checks and site visits

Contract Negotiations

Leveraging our experience with numerous FMS vendor contract and SOW negotiations, AAC will assist Santa Clarita Valley Water Agency in the negotiation process with the selected vendor/SI, including review of the vendor's proposed contract terms and the development of a Statement of Work that is tailored to and helps protect the specific interests of Santa Clarita Valley Water Agency. Having led SOW development and client implementations with many different FMS vendors, we know where projects fail and where strong language is required to ensure a successful project and protect our clients.

Based on the intensive research of the months before, AAC will work with Santa Clarita Valley Water Agency and the selected vendor/SI in negotiating the Statement of Work, work plan and contract. Throughout this process, AAC will participate in the completion of the contract to both Santa Clarita Valley Water Agency's and the chosen vendor's satisfaction.

The completed, agreed-upon SOW will provide detailed data regarding the implementation project ahead. Responsibilities for all parties involved will be documented and described to the extent that ambiguities are reduced as much as reasonably possible. All functional questions and answers from the RFP response and the vendor confirmation sessions will be included in the SOW. Service levels will be described in detail. Acceptance criteria and measurement criteria for each deliverable will be included.

Exhibits to be incorporated into the SOW may include: the RFP, the RFP response, functional checklists, technical checklists, resumes of assigned resources, project plan, etc.

AAC will support Santa Clarita Valley Water Agency in any governing body approval presentations or discussions.

■ Key Activities:

- ▲ Present vendor/SI finalist recommendation
- ▲ Prepare and Deliver Negotiation Strategy Workshop
- ▲ Support SOW negotiations
- ▲ Support price and term negotiations
- ▲ Governing body approval (if required)
- ▲ Signed contracts

Table of Deliverables

NO.	DELIVERABLE NAME	DESCRIPTION & ACCEPTANCE CRITERIA
1	Project Charter / Strategy Document	The Project Charter will include descriptions of the major project components, establishment of the steering committee board, identified project resources, assumptions, and risks. The strategy section of the document will describe the approach to the project and explain why the team established this strategy.
2	Project Plan	An approved document used to guide both project execution and control. Documents planning assumptions, decisions, and facilitates communication between stakeholders, and documents approved scope, cost and schedule. There will be summary and detailed versions.
3	Project Kick-Off Presentation	Presentation by AAC to Santa Clarita Valley Water Agency. The intent of this presentation is to formally kick off the project and start end user buy-in and to heighten awareness of the project.
4	FMS Industry Workshop	Workshop by AAC for Santa Clarita Valley Water Agency project team and executives. The intent of this workshop is to educate the team regarding the major vendor/SI that provide solutions and services. The workshop will provide an overview of selected software vendors/SIs. Up to 8 vendor/SI will be profiled in this workshop.
5	NavigateOne™ FMS Business Requirements Catalog Template	AAC's NavigateOne™ FMS Business Requirements Template to be delivered to Santa Clarita Valley Water Agency project team for review in preparation for requirements gathering sessions.
6	Santa Clarita Valley Water Agency-Specific FMS Business Requirements Catalog	Database of FMS requirements tailored to the business and functional needs of Santa Clarita Valley Water Agency. The Business Requirements Catalog will capture and prioritize Santa Clarita Valley Water Agency's current and future business, functional and technology requirements.
7	Organizational Staffing Assessment	A document that summarizes Santa Clarita Valley Water Agency's organizational and staffing needs and readiness to support its future state alternatives.
8	RFP Template Document	RFP template that lists major categories of information that may be included in Santa Clarita Valley Water Agency specific RFP. Sections include: business purpose of project, utility history, utility statistics, technical requirements and template vendor/SI required response format.
9	Scoring Work Sheet	Completed scoring worksheet that reflects Santa Clarita Valley Water Agency's scoring criteria and weights.

NO.	DELIVERABLE NAME	DESCRIPTION & ACCEPTANCE CRITERIA
10	Final RFP Document	Document that is a derivative of Deliverable number 9. This document builds on the template information from Deliverable 9 and is updated based Santa Clarita Valley Water Agency's data gathering and meetings with AAC. This document will be specific to the Santa Clarita Valley Water Agency's specific requirements.
11	Base Product Demo Scripts	Templates - Document that defines the functionality from Deliverable 6 that will be used to create information to guide FMS vendor/SI through a functional presentation of their software.
12	Vendor/SI Discovery Sessions/ Pre-Bid	AAC will schedule and conduct 2 hour Discovery Sessions with Vendor/SI. If SCV Water elects not to utilize Discovery Sessions, AAC will lead the preparation and delivery of the Pre-bid meeting.
13	Clarification Document	AAC will issue to all vendor/SI a clarification document(s) prior to the vendor/SI RFP response.
14	All Functional Scores & Project Solution Costs	Documents that summarize and ranks vendor/SI' Responses from the RFP for both Functional and Cost information.
15	Selection of Vendor/SI Finalists based on Scores	Rankings for selection of the vendor/SI finalists. (Short list - up to 3 vendor/SI)
16	Steering Committee Presentation	AAC will prepare an executive level PowerPoint presentation that summarizes the selection decision for Santa Clarita Valley Water Agency's Steering Committee. AAC will conduct this presentation or support Santa Clarita Valley Water Agency with the presentation, based on Santa Clarita Valley Water Agency's preference.
17	Executive Management Presentation	AAC will prepare an executive level presentation that summarizes the selection decision for Santa Clarita Valley Water Agency's Executive Management. AAC will conduct this presentation or support Santa Clarita Valley Water Agency with the presentation, based on Santa Clarita Valley Water Agency's preference.
18	Santa Clarita Valley Water Agency Product Demo Scripts	AAC and Santa Clarita Valley Water Agency will work together to create the appropriate level of detail for data and various business rules to be included in these scripts using the templates as a starting point from Deliverable 12. Santa Clarita Valley Water Agency and AAC will also mutually determine which components of the Business Requirements Catalog will be included based on Santa Clarita Valley Water Agency's level of importance. These scripts will only use portions of Deliverable 6 in order to accommodate the time allocated for software presentations. In addition to these scripts, AAC will provide a suggested agenda for the vendor/SI meetings.

NO.	DELIVERABLE NAME	DESCRIPTION & ACCEPTANCE CRITERIA
19	Demonstration Agenda and Schedules	Document that outlines the schedule for demonstrations for each vendor/SI. The document will also outline the major topics to be presented by the vendor/SI based on Santa Clarita Valley Water Agency's requirements.
20	Completion of the Vendor/SI Demonstrations	The short-listed vendor/SI that participated in the demonstrations have completed their presentations.
21	Reference Checks	Santa Clarita Valley Water Agency has completed all reference checks, AAC has summarized results.
22	Summarization Score Ranking of Vendor/SI Based on Completed Demonstrations and All Information	Documents that summarize and rank vendor/SI for the demonstrations. All scoring criteria is computed and the vendor/SI finalist is identified.
23	Selection of Preferred Vendor/SI	Meeting conducted to review score/ ranks and review the final selection. AAC will provide a document to summarize the meeting minutes.
24	Updated Scoring Matrix	Updated Scoring Matrix
25	Preferred Vendor/SI Confirmation	Three to four day in depth review of Preferred Vendor/SI's proposed solution with the intent to confirm completeness of solution as related to RFP requirements. Product demonstration and implementation methodology review.
26	Solution Cost Summary	Document that outlines the Preferred Vendor/SI's cost summary and evaluates for completeness. This document is used as a component of the Preferred Vendor/SI negotiations and for governing body approval. This document is delivered prior to the start of vendor/SI negotiations.
27	Site Visits Completed	AAC will assist Santa Clarita Valley Water Agency to schedule and conduct up to two on-site customer reference visits for Preferred Vendor/SI. Additionally, Santa Clarita Valley Water Agency may choose to visit the Preferred Vendor/SI's headquarters.
28	Negotiation Strategies Workshop	In preparation of contract negotiations, AAC will conduct a presentation to Santa Clarita Valley Water Agency outlining contract negotiation strategies and will inform Santa Clarita Valley Water Agency of expected vendor/SI positions.
29	Governing Body Approval Presentation	AAC will prepare an executive level PowerPoint presentation that summarizes the selection decision for Santa Clarita Valley Water Agency's governing body. AAC will conduct this presentation or support Santa Clarita Valley Water Agency with the presentation, based on Santa Clarita Valley Water Agency's preference.

NO.	DELIVERABLE NAME	DESCRIPTION & ACCEPTANCE CRITERIA
30	Contract Key Issues	AAC will provide a document outlining the major business issues that should be reviewed by Santa Clarita Valley Water Agency. Santa Clarita Valley Water Agency will be required to have legal counsel evaluate all contracts from a legal perspective, as AAC does not render legal advice.
31	Statement of Work (SOW)	AAC will support the development of an SOW that reflects Santa Clarita Valley Water Agency's specific project information with the Preferred Vendor.

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Proposed Staffing Plan

AAC approaches our consulting engagements with a team approach. We do not adhere to the notion that one individual holds all of the knowledge necessary to lead our clients. To ensure successful projects, we utilize various consultants who have different and specific knowledge, to accomplish our client's goals.

Project Team Organization

The table on the following page provides an experience overview of the resources AAC is proposing for SCV Water's FMS project. All proposed team members are full-time AAC employees.



	STEVE WENKE	CHRISTINA SCHUENEMAN	MATT JOY	TOM MORGAN	RICK CUTTER
Office Location	Sarasota, FL	Flagstaff, AZ	Columbia, SC	Bend, OR	Los Angeles, CA
Title	Managing Partner	Senior Consultant	Senior Consultant	Senior Consultant	Managing Partner
Total Years Experience	22	5	10	19	25
Project Role	Engagement Manager	Senior Consultant	Senior Consultant	Senior Consultant	SOW Negotiations
Utilities Consulting Experience	●	●	●	●	●
FMS Experience	●	●	●	●	●
Public Sector Experience	●	●	●	●	●
Education	B.S. Business Management	B.S. Computer Science	B.S. Accounting	B.A. English M.S. Computer Science	B.B.A. Information Systems

Bios for the proposed project personnel are presented in the following pages.



Steve Wenke

Managing Partner

Years of Experience -22

With AAC Since 2005

■ Specialization(s)

FMS
ERP
WMS
EAM
CIS

■ Education

Bachelor of Science
Business Management
University of Central Florida, Orlando

Summary

Steve Wenke has more than 20 years experience in utilities consulting, IT, project management, software and services, and utilities mission critical assessment, procurement and application implementation.

He has assisted numerous Water, Gas, Electric and multi-service utilities with defining and executing their IT strategy. His functional breadth covers most of the core business applications that a utility uses including Financial Management Systems (FMS), Enterprise Asset Management Systems (EAM), Enterprise Resource Planning Systems (ERP), Work Management Systems (WMS) and Customer Information Systems (CIS).

Steve has consulted with both public sector/municipal and Investor owned utilities with more than 1 million customers. This experience includes the US, Canada, Mexico and the Caribbean.

Steve regularly speaks at utilities industry events and conferences educating others on the utilities industry, software vendors, system integrators, deployment options, best practices and other industry influences.

As senior partner over AAC's Strategy/Assessment and Procurement practices, Steve works with his teams to continually assess and update our NavigateOne™ methodology and tools. He works with his teams to ensure our methodology and processes accommodate changes and advancements from the industry, software vendors and system integrators. This commitment and investment ensures AAC's methodologies, tools and software are continually updated to meet the needs of our clients.



Christina Schueneman

Senior Consultant

Years of Experience - 5

■ Specializations

ERP
FMS
CIS
WMS

■ Education

B.S. in Business Administration:
Concentration in Finance and Computer
Science
University of Vermont, Burlington, Vermont
(Graduated Magna Cum Laude)

Masters in Business Administration
Villanova University School of Commerce
and Finance, Villanova, Pennsylvania

Juris Doctorate: Concentration in Business
Law
Villanova University School of Law,
Villanova, Pennsylvania

Summary

Christina Schueneman is a Senior Consultant with AAC, specializing the areas of ERP and CIS needs assessment, implementation strategy, business process documentation, and software vendor/integrator selection.

Christina's passion for improvement and her incredible motivation have driven her to complete her MBA, graduate from law school, build a business from the ground up, and manage large-scale utilities mission critical system assessments and implementations.

She has led and mentored teams through selection, implementation and integration of systems and products including mobile application development, field mobile systems, online customer portals, and Customer Information Systems (CIS), Work Management Systems (WMS) and Financial Management Systems (FMS).

Communication, cohesion, and consistency are key to Christina's approach to clients. She believes that fostering knowledge and confidence in clients is essential to shared long-term success.



Matt Joy, CPA, CMA

Senior Consultant

Years of Experience -10

■ Specializations

FMS

■ Education

Bachelor of Science
Accounting
Clemson University, South Carolina

■ Certifications

- ▲ Certified Public Accountant
- State of South Carolina
- ▲ Certified Management Accountant

■ Professional Affiliations

- ▲ Member, South Carolina Association
of Certified Public Accountants
- ▲ Member, American Institute of
Certified Public Accountants
- ▲ Member, Institute of Management
Accountants

Summary

Matt Joy serves as a senior consultant for AAC's financial management practice. He is a Certified Public Accountant (CPA) with experience in planning and performing audit and attestation services for various types of entities including, closely-held and privately-owned businesses, governments, retirement plans, and non-profit organizations. Matt has also achieved his Certified Management Accountant (CMA) designation.

Matt maintains a thorough understanding of Generally Accepted Accounting Principles (GAAP) and its application in financial reporting. He has a strong background in interpreting and analyzing financial statement data, evaluating the design and implementation of internal controls, and building strong relationships with clients to ensure services are provided efficiently and effectively.

Matt leverages his accounting expertise to assist AAC clients in financial system analysis, as well as in the development of financial and cost modeling for specific applications pertaining to the viability of implementing cloud-based solutions.

Matt has a wide and deep understanding of current financial systems functionality. Matt leverages his financial management knowledge and experience to lead utilities through financial strategy, assessment and selection projects.



Tom Morgan

Senior Consultant

Total Years of Experience - 19

■ Specialization(s)

FMS
ERP
CIS
Business Process Outsourcing

■ Education

Bachelor of Arts, English
University of Washington
Seattle, Washington

Master of Science, Computer Science
Oregon State University
Corvallis, Oregon

Summary

Tom's experience spans more than 19 years working in the CIS and ERP software industry. He is an experienced professional with a proven track record in account management, program management, customer engagement, CIS/ERP projects, and client satisfaction. He has experience serving Public Sector and investor-owned utility companies, as well as university and government programs, providing senior leadership through all cycles of business, including transformational changes such as acquisitions and expansions.

Having worked with numerous public sector and investor-owned utilities in various capacities, Tom has developed a comprehensive knowledge of CIS and ERP capabilities and requirements, utility business processes, information technology, CIS/ERP implementation projects, and a deep understanding of the utilities and FMS industry. Tom is able to leverage this information to guide our clients through CIS/ERP assessment and selection processes and brings a unique perspective and approach.

Through his CIS/ERP software vendor/SI tenure, Tom's experience includes responding to utilities CIS and ERP Request for Proposals. Through this, Tom has a strong understanding of the RFP process and how software vendor/SI present their solutions and implementation methodology and brings a valuable perspective regarding the assessment of vendor/SI software proposals.

Tom completed his undergraduate work at the University of Washington with a Bachelor of Arts in English and completed his Master of Science in Computer Science Education from Oregon State University.



Rick Cutter, PMP

Managing Partner

Years of Experience - 25

■ Specializations

Project Management
SOW Development
Negotiations

■ Certifications

Project Management Professional (PMP)

■ Education

Bachelor of Business Administration,
Information Systems Technology
Francis Marion University, Florence, SC

Summary

Rick has more than 25 years experience in project management, software development and application implementation with firms such as Computer Science Corporation (CSC), Cambar Software, Systems and Computer Technology (SCT) and Indus International, Inc.

He served a tenure with SCT Utilities as senior project manager, where he immediately focused on enhancing software implementation methodology to allow for faster installations for de-regulating utility companies. By utilizing his new methodology, a consultant for a new energy company in the Northeastern United States was able to achieve a successful implementation in a record-setting time.

While serving as manager of implementation support for SCT Utilities, Rick headed the team responsible for educating prospective clients on large-scale implementation methodology and also worked with clients to develop individualized implementation strategies that fit their unique business needs.

At AAC, Rick draws from this acumen for all things implementation to develop highly effective and comprehensive "Statements of Work" (SOW) for contractual agreements, outsource "Service Level Agreements" (SLA) and manage implementation projects for utilities. By leveraging his experience in these primary areas as well as his know-how as a Project Management Professional (PMP), he has been able to dramatically mitigate the risk associated with the major IT projects of AAC's clients. The result has been the successful negotiation of more than \$350 million in IT agreements for utilities. In addition, Rick has created and negotiated SOWs ranging from 4,000 to 500,000 consulting hours.

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References

At AAC, we have no greater sales asset than our clients—and this is more than just talk. We pour countless on-site hours into their projects and have an unbeatable track record on project success. In fact, many of our clients are repeat customers, re-hiring AAC for second and third projects. Our clients will be glad to speak with you.





■ San Gabriel Valley Water Company

Utility Services:

Water

Meters:

93,000

ERP

Currently in negotiations

Contact:

Robert DiPrimio
Vice President
11142 Garvey Avenue
El Monte, California 9173

626-448-6183

rjdiprimio@sgvwater.com

ERP Assessment/Selection

San Gabriel Valley Water is undertaking an organizational transformation by replacing all of their enterprise applications which include FMS, WMS, Mobile and CIS. They have relied on in-house and out of support applications that have created a great deal of manual process and inefficiencies. SGVW, with the assistance of AAC, identified a two phase selection approach; First phase will encompass FMS, WMS and mobile. The project is currently in the final stages of the selection and acquisition as the team has selected the most capable vendor that meets their needs.

AAC will be assisting in the negotiations for both AAC's Statement of Work and the necessary contacts needed to start the project. The Second phase the selection of a CIS system and integrations into key applications to ensure a complete seamless meter-to-cash experience for their water customers.

AAC Services

■ Assessment and Selection Services

- Conducted business and technology needs assessment for migration from home-grown legacy system to new ERP system including FMS, WMS and CIS
- Analyzed upgrade, augmentation, and replacement options and determined pricing estimates and related investment plans.
- Assessed and developed Organizational Staffing Assessment to identify staffing needs necessary for implementation of new system(s)
- Extensive recommendation document that provides clear direction for moving forward with their project.
- Developed a business-process-centric RFP and led evaluation of vendor responses and demos.
- Management of RFP development and distribution process
- Management of vendor selection process



■ City of Provo

Utility Services:

Water, Wastewater, Electricity

Meters:

53,000

ERP

Cayenta

Contact:

Karen Larsen
 Director, Customer Service
 351 W. Center Street
 Provo, Utah 84601

801-852-6805

klarsen@provo.org

ERP (FMS, CIS, WMS, Community Development) Selection

The City of Provo is a multi-service utility in Provo Utah that provides water, wastewater, electricity, solid waste and other services to their constituents. The City had a number of systems experiencing functional and technical limitations. Additionally, the City was looking to implement a one call strategy to respond to their constituents inquiries. The City initiated an assessment process to determine their best go-forward strategy. After reviewing the analysis and data, Provo made the decision to replace their current systems with an ERP solution including FMS, CIS, Work Management and Community Development.

AAC Services

- Assessment and Selection Services
 - Conducted business and technology needs assessment their ERP systems
 - Review and documentation of business, functional and technology needs
 - Comparative analysis of current functionality with industry solution alternatives
 - Presentation of recommendations and business case to executive management
 - Management of RFP development and distribution process
 - Management of vendor selection process
- Project Implementation Leadership Services
 - Project Management



■ Gainesville Regional Utilities

Utility Services:

Water, Wastewater, Gas, Electricity, Internet, Other

Meters:

192,000

FMS

SAP

CIS

SAP

Contact:

Steve Stagliano
Director, Purchasing
Post Office Box 147051, Station A110
Gainesville, Florida 32601-7051

352-393-1212

staglianosj@gru.com

FMS and CIS Selection, and Implementation

Gainesville Regional Utility's main problem was having an aging technology supported by an aging work force. All major systems were either developed in-house or modified in-house, resulting in inflexible IT infrastructure and applications that hindered the business's ability to deliver strong customer service to the client base. In addition to these issues, financial reporting was difficult and completely dependent on IT for support. AAC led GRU through a selection process and GRU selected SAP. AAC provided Project Implementation Leadership Services and managed the SI implementation of a suite of SAP systems for Finance and Customer Information and billing, along with other related systems. This resulted in a more streamlined business with one consistent system, improving reporting and analysis functionality and stabilizing the technology across multiple platforms.

AAC Services

- Assessment, Selection, and Implementation Services
 - Led selection process and provided implementation support for FMS and CIS.
 - Conducted comprehensive FMS/CIS procurement process.
 - Analyzed industry best practices and reviewed of various solution alternatives, including in-house and out-sourced options.
 - Developed a business-process-centric RFP and led evaluation of vendor responses and demos.
 - Assisted with negotiations of vendor contracts and development of the SOW.
 - Created functional requirements and a milestone-based evaluation / implementation plan to ensure quality and success.
 - Provided Project Management, Project Quality Auditing and Organization Change Management throughout implementation.



■ Nashville Electric Service

Utility Services:

Electricity

Meters:

370,000

Software Selected:

Oracle (FMS, CIS, MDM, WMS)

Contact:

Sylvia Smith
 VP, Customer Services
 1214 Church Street
 Nashville Tennessee 37246

615-747-3761

snsmith@nespower.com

ERP Selection - FMS, CIS, WMS, MDM

Nashville Electric Service (NES) is the 11th largest American Public Power Member serving over 370,000 electric customers. NES' systems had a number of functional and technical limitations that prohibited the organization from operating as efficiently as desired. NES selected AAC to perform an ERP selection process to assist in the selection of a new FMS, CIS, MDM and WMS systems. Additionally, NES selected AAC to assist in the implementation management to manage AAC is currently supporting NES with that effort. NES is currently in phase 1 of their ERP implementation project.

AAC Services

■ Assessment and Selection Services

- Conducted business and technology needs assessment
- Documented business requirements for FMS, CIS, WMS, MDM
- Gap analysis
- Risk and Impact analysis
- Developed costing estimates for multiple options which included modifications to the existing legacy system, as well as full system replacement
- Analyzed upgrade, augmentation, and replacement options and determined pricing estimates and related investment plans
- Delivered extensive recommendation document to assist with strategic planning
- Led the selection of the ERP software
- Currently providing Project Implementation Leadership Services

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Fee Schedule

AAC Utility Partners understands the importance our clients place on fiscal responsibility. The financial and political fallout of a poorly planned, runaway project are unacceptable outcomes.

For this reason, we offer straightforward, fixed-fee pricing that diminishes financial risk, allowing you to move forward with confidence.

Santa Clarita Valley Water Agency Pricing

MILESTONE NUMBER	DELIVERABLE	MILESTONE PAYMENT
1	Project Charter and Strategy Document	\$20,000
2	Project Plan	\$10,000
3	FMS Educational Workshop	\$15,000
4	AAC NavigateOne™ Business Requirements Catalog Template	\$10,000
5	SCV Water-specific FMS Business Requirements Catalog	\$30,000
6	Organizational Staffing Assessment	\$25,000
7	RFP Template Document	\$25,000
8	Final RFP Document	\$15,000
9	Conduct Vendor Discovery Sessions / Pre-Bid Meeting	\$20,000
10	All Functional Scores and Project Solution Costs	\$10,000
11	SCV Water Product Demonstration Scripts	\$15,000
12	Completion of Vendor Demonstrations	\$10,000
13	Selection of Preferred Vendor	\$15,000
14	Statement of Work Development	\$20,000
	Total Fixed Price for FMS Procurement Services	\$240,000

Travel and Living Expenses

Travel and Living Expenses will be billed as incurred.

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Appendix - NavigateOne™ Tools

AAC Sample NavigateOne™ Tools

AAC utilizes a number of proprietary NavigateOne™ Selection and Implementation tools and accelerators to lead the selection/procurement and implementation management of mission critical systems. For software/SI selection, a sample of these tools include Project Charter and Strategy, NavigateOne™ Business Requirements Catalog, Microsoft Project and others. We also have project implementation management tools that assist clients with the implementation of their software systems that include iCue Enterprise Project Management Suite, NavigateOne™ Project Portal, NavigateOne™ Education Curriculum, NavigateOne™ for ALM and others.

In order to introduce you to our NavigateOne™ tools, we have provided a high-level description and screen shots of some sample Selection tools.



WMS
CIS MWM
FMIS ERP
MDM

Project Charter and Strategy

AAC PROJECT CHARTER AND STRATEGY DOCUMENT

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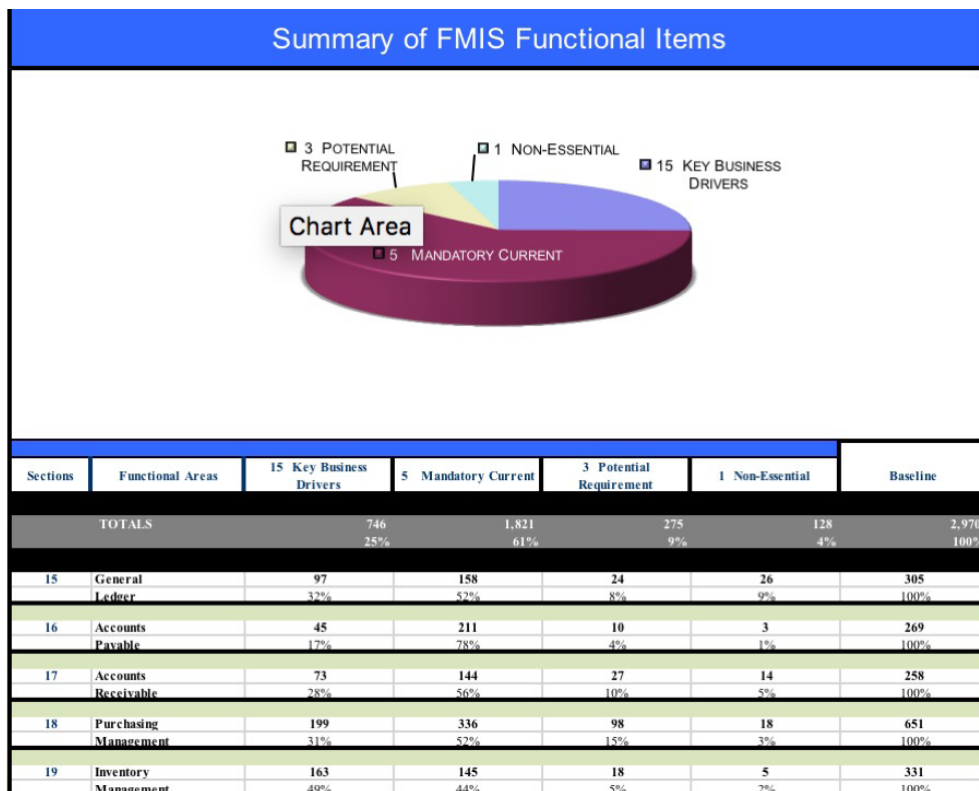
NavigateOne™ Business Requirements Tools

15.0 General Ledger						
Requirement Description	Client Weight	Proposer Score	Is Functionality Included in Price? (Yes or No)	Name of System or Module That Provides This Functionality	Version	Vendor Notes
General Ledger Processing						
Ability to generate multiple preliminary closing reports and final closing reports while maintaining the ability to post to current and prior periods						
a) User-defined Balance Sheet and Income Statement	15					
b) User-defined Statement of Cash Flows	15					
c) User-defined Trial Balance	15					
d) User-defined General Ledger	15					
Ability to maintain unlimited years of actual and budget data for the purpose of developing cost/budget trends.	15					
Ability to import batch transactions and journal entries from outside applications:						
a) Procurement / Fuel Cards	15					
b) Excel	5					
c) ACH and electronic payments	5					
d) Rebates	5					
e) CIS refunds	5					
f) Employee phone payroll deduction	5					
Ability to integrate with investment software.	1					
Ability to integrate with accounts payable software.	15					
Ability to integrate with payroll system software.	15					
Ability to integrate with CIS and Accounts Receivable software.	5					
Ability to integrate with Projects.	5					
Ability to integrate with asset management software.	15					
Ability to integrate with all software used by the client.	5					
Ability to integrate with bank software for procurement card transactions.	15					
Ability to process accruals on a monthly basis.	5					
Ability to integrate with budget software.	15					
Ability to have a 13th accounting period to assist in year-end audit entries.	5					
Ability to process prepaid transactions (i.e. insurance payment).	15					
Ability to default to the current accounting period.	5					
Ability to prevent postings to a closed period.	5					
Ability to initiate year-end processing at any point in time after the end of the fiscal year.	5					
Ability to automatically generate fiscal year end pre-closing and closing entries by fund type.	1					

16.0 Accounts Payable						
Requirement Description	Client Weight	Proposer Score	Is Functionality Included in Price? (Yes or No)	Name of System or Module That Provides This Functionality	Version	Vendor Notes
Purchasing Controls						
Ability to generate the appropriate account distribution transactions for items entered on-line.	5					
Ability to validate general ledger account information on-line.	5					
Ability to validate and 3-way match purchase order, receiver and invoice on-line.	5					
Ability to establish payment variance tolerances by but not limited to:						
a) Dollar Amount	5					
b) Percentage	5					
c) Price	15					
Ability to accommodate freight and tax charges.	15					
Ability to generate and process receipts at Department level.	5					
Ability to track partial payments.	5					
Ability to track partial shipments.	5					
Ability to convert a unit of purchase to units invoiced to facilitate matching invoices to shipments.	5					
Ability to create credit and debit memos.	5					
Ability to prevent automatically generated credit memos for items returned to the vendor.	15					
Ability to link the original invoice to the credit and debit memos.	5					
Ability to enter a credit memo without a return to a vendor.	5					
Ability to override the invoice due date.	5					
Ability to place a vendor in a hold status or suspend payments.	5					
Ability to place a hold status or suspend payments for a specific purchase order line item.	15					
Ability to place a hold status or suspend payments for a specific invoice.	5					
Ability to establish payment policy at the vendor level.	5					
Ability to prevent the deletion of a vendor if open payables exist.	5					
Ability to provide an audit trail of vendor maintenance information.	15					
Ability to support multi-company checks and processing.	3					
Ability of the system to support retainage processing.	5					
Ability of the system to support a monthly sales tax reimbursement process and provide purchases for which state & county taxes were paid to vendors.	15					

NavigateOne Business Requirements Tools

17.0 Accounts Receivable						
Requirement Description	Client Weight	Proposer Score	Is Functionality Included in Price? (Yes or No)	Name of System or Module That Provides This Functionality	Version	Vendor Notes
Customer Master File						
Ability to enter, store, and update customer identification data fields.	5					
Ability to automatically assign a unique customer identification number.	5					
Ability to associate a status with each customer record including but not limited to:						
a) Active	5					
b) Inactive	5					
c) Pending	15					
d) Delinquent	15					
e) Collection	15					
f) Written Off	5					
Ability to consolidate customer records.	5					
Ability to enter, store, and update the following customer information including but not limited to:						
a) Customer Identification Number	5					
b) Customer Name	5					
c) Customer Known As or Doing business As	5					
d) Street Address (number, name, type, suite number)	5					
e) City	5					
f) State	5					
g) Postal Code (i.e. zip + 4, international)	5					
h) Telephone Number	5					
i) Contact Information (name and phone)	5					
j) Fax Number	5					
k) Insurance Company Information (name, address, phone)	15					
l) Email Address	5					
m) Last Invoice Date	5					
n) Invoice Number	5					
o) Additional Contact info	5					
p) Previous address	5					
q) EIN	5					
r) Bank Account #	1					
s) Birth date	15					
t) Credit card #	1					
u) Project Accounting/Project Number	15					



ERP Software Selection Proposal

Prepared for: Santa Clarita Valley Water Agency
August 14, 2018





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- ◆ WMP Selection Methodology
- ◆ ERP Selection Timeline and Investment
- ◆ About West Monroe Partners
- ◆ Sample Deliverables





Our Understanding

Our Understanding



Santa Clarita Valley Water Agency was recently created (2018) as a merger of 3 different water agencies. Each of the former divisions is currently running different ERP solutions, has different ways of operating and are in need of consolidating to a single system to standardize on to. The three ERP solutions currently in place are:

1. Superior Plus – “very clunky to use” and “nobody likes this solution”
2. Microsoft Dynamics GP – “easy to use, however not sure if it can handle fund accounting”
3. Sage 300 Enterprise (Accpac) – “have been using this since 1998”, “love it” and “have not had any issues with it”



Santa Clarita Valley Water Agency is looking for a partner to assist with the ERP Software Selection effort. The proposed approach will consist of:

1. **Alignment** of the business objectives with the goals of the project & team
2. **Definition** of the key business requirements for the financial ERP system against future state processes
3. **Evaluation** of the vendors’ capabilities against the business requirements
4. **Recommendation** of a future solution based on total cost of ownership and vendor capabilities



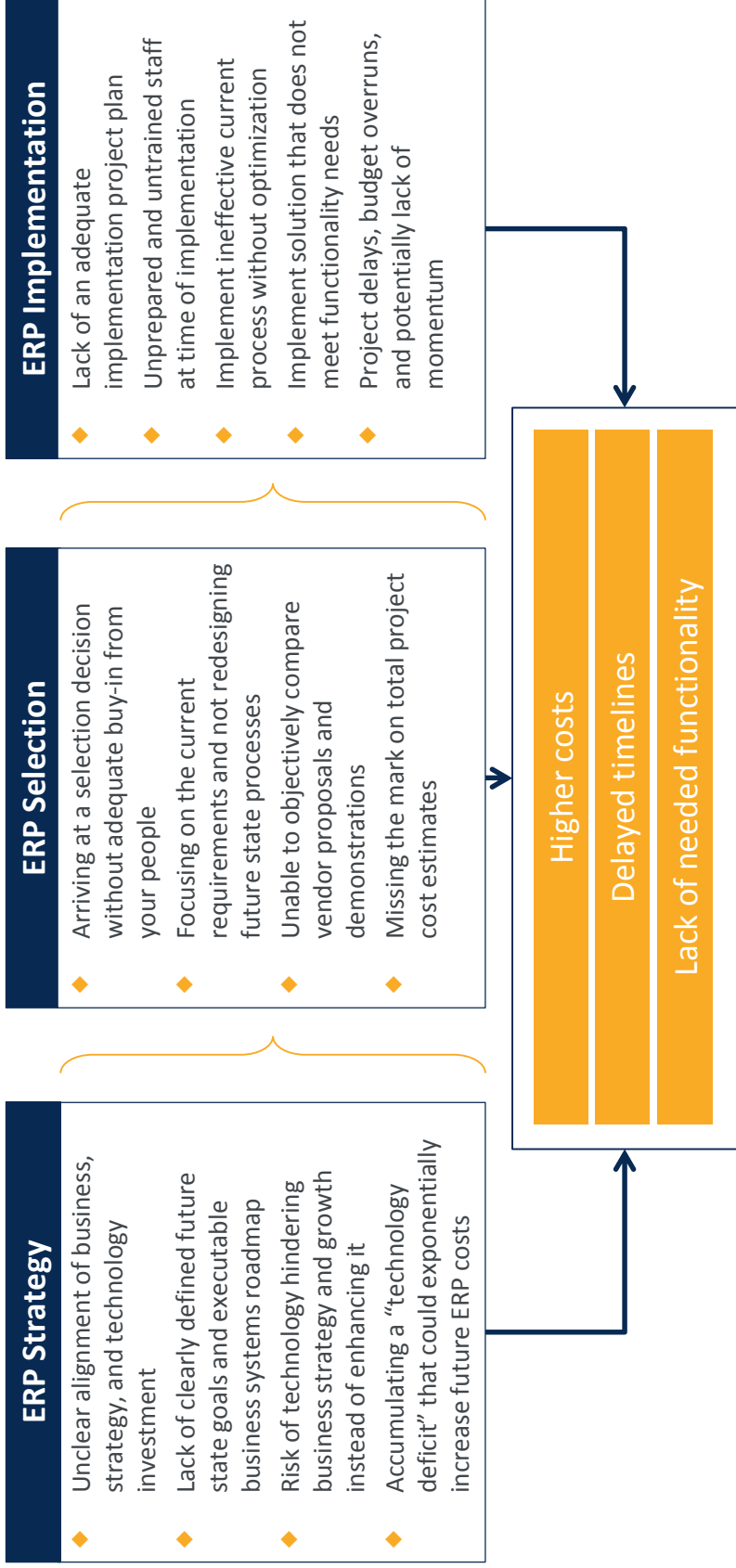
At the outset of the project, we will conduct workshops around five key areas to understand ERP current and future state requirements

AREA	TOPIC
Finance & Accounting	<ul style="list-style-type: none"> • General Ledger • Cash Management • Revenue Recognition • Month End Close • Fixed Assets • Fund Accounting/Grants • Associated Reporting
SUPPLY CHAIN	<ul style="list-style-type: none"> • Inventory • Warehousing
PROCURE TO PAY	<ul style="list-style-type: none"> • Vendor Management • Item Management • Requisitions • Purchase orders • Accounts Payable • Asset Management
PROFESSIONAL SERVICES AUTOMATION	<ul style="list-style-type: none"> • Project Accounting • Project Management • Time Entry • Expenses • Project Profitability • Resource Utilization • Resource Planning
TECHNICAL	<ul style="list-style-type: none"> • User Interface • Technical Architecture • Integrations • Workflow • Security



WMP Selection Methodology

ERP Selection Challenges - attempting to navigate the ERP landscape alone can lead to some unforeseen impacts later



We understand that the landscape of ERP solutions, offerings, and vendors are complicated and difficult to navigate

There are necessary questions to navigate the different solutions, offerings, vendors, and partners in the marketplace

Common Questions

“Are people driving the system or is the system driving our people?”

“Is this a quick-win project or a long-term strategic investment?”

“How much do we want to invest?”

“What areas actually need improvement?”

“Is this for the whole company or one specific area?”

“What systems actually meet our need?”



Decisions Required

Solutions

Best-of-breed

Best-of-suite

Offerings

SaaS

Hosted

On-Premises

Vendors

Tier 1

Tier 2

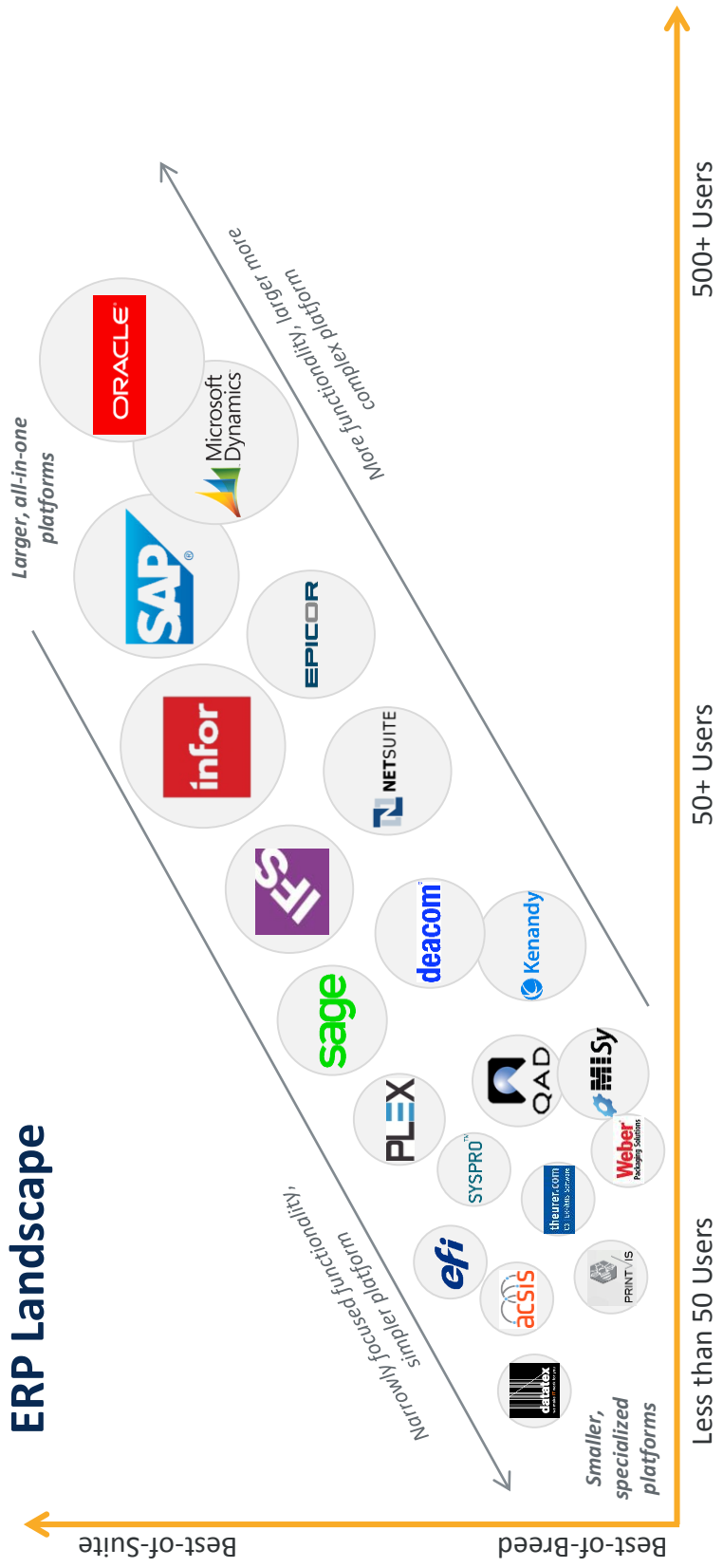
Tier 3

Implementation Partner

Vendor

Value-Added Reseller

West Monroe has experience evaluating and implementing solutions across the entire ERP landscape; however, we maintain an agnostic approach when it comes to selections.



WMP's combination of deep ERP, industry, and functional expertise as well as an unbiased approach to provide tangible benefits

DIFFERENTIATORS



ERP
EXPERIENCE




INDUSTRY
EXPERIENCE



AGNOSTIC
APPROACH

BENEFITS DELIVERED



Informed
Decisions



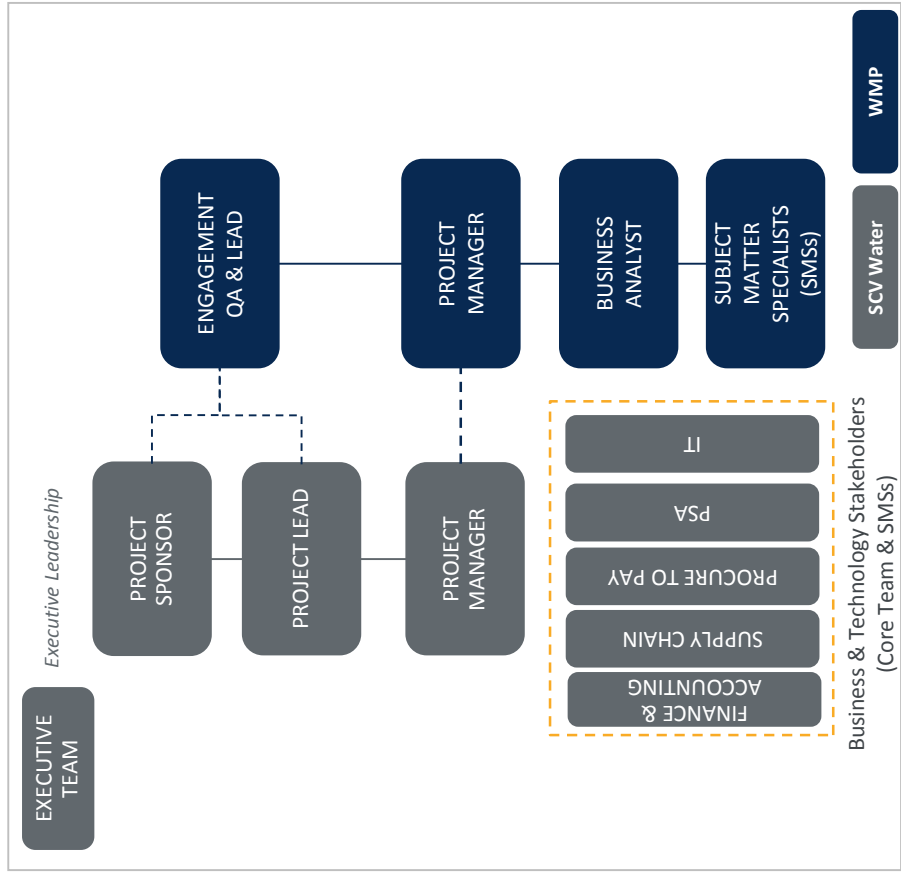
Momentum for
Implementation



Cost Savings

- ◆ **Identify priorities**
 - Align executives
 - Understand the future state operating vision
- ◆ **Deploy a business process- and data-driven approach**
 - Involve key stakeholder teams
 - Identify both current and future state business process requirements, gaps, and resolution plans
 - Quantify the impact of critical decisions
- ◆ **Accelerate implementation with roadmap & plan**
 - Identify of priorities and sequence
 - Create a project plan (timeline, milestones)
- ◆ **Promote organizational change buy-in with fewer derailments**
 - Identify requirements and existing gaps
 - Identify plans and ownership to resolve gaps and issues
- ◆ **Avoid over-scoping**
 - Focus on the project's critical priorities
- ◆ **Gain an agnostic view of the business**
 - Focus on the business objectives without bias to the previous operating model
 - Leverage experience in similar engagements

The following governance structure will be leveraged during the project



ROLES AND RESPONSIBILITIES

STEERING COMMITTEE	<ul style="list-style-type: none"> ◆ Provide oversight and direction ◆ Make strategic decisions
EXECUTIVE SPONSORS	<ul style="list-style-type: none"> ◆ Direction and decision making ◆ Resolve barriers <p>ADVISORY & QUALITY ASSURANCE</p> <ul style="list-style-type: none"> ◆ Lead engagement
PROJECT LEADERSHIP	<ul style="list-style-type: none"> ◆ Day to day project delivery ◆ Respond to day to day project needs ◆ Participate in discovery workshops ◆ Ensure completion of deliverables ◆ Manage time and resources
BUSINESS & TECHNOLOGY STAKEHOLDERS (CORE TEAM & SMs)	<ul style="list-style-type: none"> ◆ Participate in discovery workshops ◆ Provide domain-level subject matter expertise on processes and technology ◆ Extract key business requirements to enable best possible future state ◆ Assess impacts and determine organizational and change management needs

Our selection methodology consists of four phases to select the “right” solution and prepare for a successful implementation



ALIGNMENT



DEFINITION



EVALUATION



RECOMMENDATION

ALIGNMENT	DEFINITION	EVALUATION	RECOMMENDATION
<p>Key Activities:</p> <ul style="list-style-type: none"> ◆ Project planning call(s) with client to confirm overall project scope, functional focus areas and to define project calendar ◆ Conduct project kick-off meeting ◆ Define vendor selection mix and shortlist and review with business leaders ◆ Overall selection diligence management 	<p>Key Activities:</p> <ul style="list-style-type: none"> ◆ Organize and conduct business process workshops and develop functional requirements ◆ Develop vendor demonstration requirements, scripts, and scoring mechanism ◆ Conduct follow-up calls with each vendor (as needed) to review the business requirements and provide any clarifications required 	<p>Key Activities:</p> <ul style="list-style-type: none"> ◆ Prepare Client team for vendor demonstrations ◆ Facilitate vendor demonstrations ◆ Create a Total Cost of Ownership model (TCO) for each vendor finalist (up to 2) ◆ Evaluate results and create vendor recommendation 	<p>Key Activities:</p> <ul style="list-style-type: none"> ◆ Develop high level implementation plan ◆ Provide vendor license / subscription negotiation support ◆ Provide guidance on typical ROI based on WMP Experience ◆ Provide guidance on areas for cost improvements and benchmarks based on WMP experience ◆ Develop organization resource support staffing matrix to support



Phase 1: Alignment

APPROACH AND METHODOLOGY

During the Alignment phase, WMP will confirm that the project is aligned with Client’s strategic objectives and build the critical support and involvement of key management, stakeholders, and decision makers by:

- ◆ Understanding Client’s goals and key initiatives
- ◆ Understanding Client’s business model
- ◆ Identifying vendor knockout requirements
- ◆ Defining a shortlist of software vendors that meet key selection criteria

ACTIVITIES

- ◆ Conduct kick-off meeting
- ◆ Review high level target business model and strategic objectives with Client management team, business, and technology stakeholders
- ◆ Validate business functions and process to develop requirements gathering workshop schedule
- ◆ Define “knockout criteria” for identifying potential vendors

DOCUMENTS AND DELIVERABLES

- ◆ Phase kick-off presentation
- ◆ Business and technical requirements interview and workshop schedule
- ◆ System vendor knockout criteria
- ◆ Vendor shortlist





Phase 2: Definition

APPROACH AND METHODOLOGY

During the Definition stage, WMP will identify and recommend which of the shortlisted vendors are relevant and should continue in the selection process by:

- ◆ Gathering and applying weight to Client business and technical requirements through five (5) to seven (7) process discovery workshops with business and technical resources
- ◆ Interviewing and analyzing RFP responses against Client requirements to gain an understanding of the vendors' ability to meet Client's requirements
- ◆ Developing demonstration scripts and gathering relevant data for vendor demonstrations

ACTIVITIES

- ◆ Organize and conduct business process workshops and develop functional requirements
- ◆ Document ERP technical requirements
- ◆ Align on Balanced Scorecard weightings
- ◆ Develop vendor demonstration scripts
- ◆ Develop the request for proposal (RFP) and submit to ERP vendors
- ◆ Conduct follow-up calls with each vendor (as needed) to review the RFP responses and receive any clarifications required
- ◆ Conduct vendor orientation meetings to prepare for vendor demonstrations

DOCUMENTS AND DELIVERABLES

- ◆ Weighted functional and technical requirements
- ◆ Architecture Diagram
- ◆ High-level RFP
- ◆ Vendor demo packet (script and scorecard)
- ◆ Signed mutual NDA and demonstrations standards between Client and vendor





Phase 3: Evaluation

APPROACH AND METHODOLOGY

During the Evaluation stage, WMP will collaborate with Client to perform an objective evaluation of each proposed vendor solution by:

- ◆ Overseeing the demonstrations of each proposed vendor system
- ◆ Compiling and analyzing demonstration scores and participant feedback
- ◆ Gathering vendor cost information and defining the total cost of ownership for each system
- ◆ Identifying high level organization alignment and change management needs based on system selected

ACTIVITIES

- ◆ Prepare Client participants for demonstrations
- ◆ Facilitate two (2) scripted vendor system demonstrations
- ◆ Evaluate systems using the Client scorecards and compile results
- ◆ Analyze cost information and develop high level total cost of ownership for demonstrated systems (3 year)

DOCUMENTS AND DELIVERABLES

- ◆ Participant alignment presentation
- ◆ Demonstration schedule
- ◆ 3 year TCO analysis
- ◆ Graded scorecard analysis





Phase 4: Recommendation

APPROACH AND METHODOLOGY

During the Recommendation stage, WMP will help Client determine the best proposed solution by:

- ◆ Summarize and present findings of software selection effort (including WMP recommendation)
- ◆ Validating any applicable vendor references
- ◆ Validating vendor’s solution proposal against Client’s strategic objectives
- ◆ Assisting in the analysis and negotiation of the solution’s pricing and contracted services

ACTIVITIES

- ◆ Provide vendor final recommendation
- ◆ Conduct vendor reference calls (up to 2, 1-hour calls)
- ◆ Assist in conducting software pricing and contract negotiations with recommended vendor
- ◆ Assist in analyzing and validating consulting services contract with recommended vendor
- ◆ Assist in analyzing and validating hosting services contract with recommended vendor (if applicable)
- ◆ Provide input, as requested, to Client’s legal team to finalize software contract terms and conditions

DOCUMENTS AND DELIVERABLES

- ◆ Final vendor recommendation presentation
- ◆ Vendor reference calls
- ◆ High level implementation plan
- ◆ 3 year TCO model
- ◆ Vendor software license contract
- ◆ Consulting services contract



Ongoing: Overall Project Management, Quality Assurance & Change Management



APPROACH AND METHODOLOGY

WMP project leadership will guide support team through the software selection by:

- ◆ Creating and maintaining oversight of the selection process and the project plan and charter
- ◆ Developing and executing a communication plan for the phase’s duration
- ◆ Conducting resource planning and coordination
- ◆ Providing ongoing project quality assurance, advisory, and risk and issue management
- ◆ Executing any necessary change management plans or communications

ACTIVITIES

- ◆ Conduct project planning activities
- ◆ Execute communication planning and ongoing communications
- ◆ Conduct resource planning and coordination
- ◆ Lead status meetings
- ◆ Bi-Weekly Steering Team meetings
- ◆ Execute change management plans and communications
- ◆ Project risk and issue management
- ◆ Ongoing quality assurance / advisory

DOCUMENTS AND DELIVERABLES

- ◆ Communication plans and schedules
- ◆ Resource requirements and availability schedule
- ◆ Status reports and Client presentations
- ◆ Issue resolution log
- ◆ Risk mitigation plan
- ◆ Lessons learned document (if applicable)



A key differentiator of WMP’s approach is a focus on the level of impact / change required by the potential solutions – and change management needs

Organizational Change Management is included in various stages of our methodology:

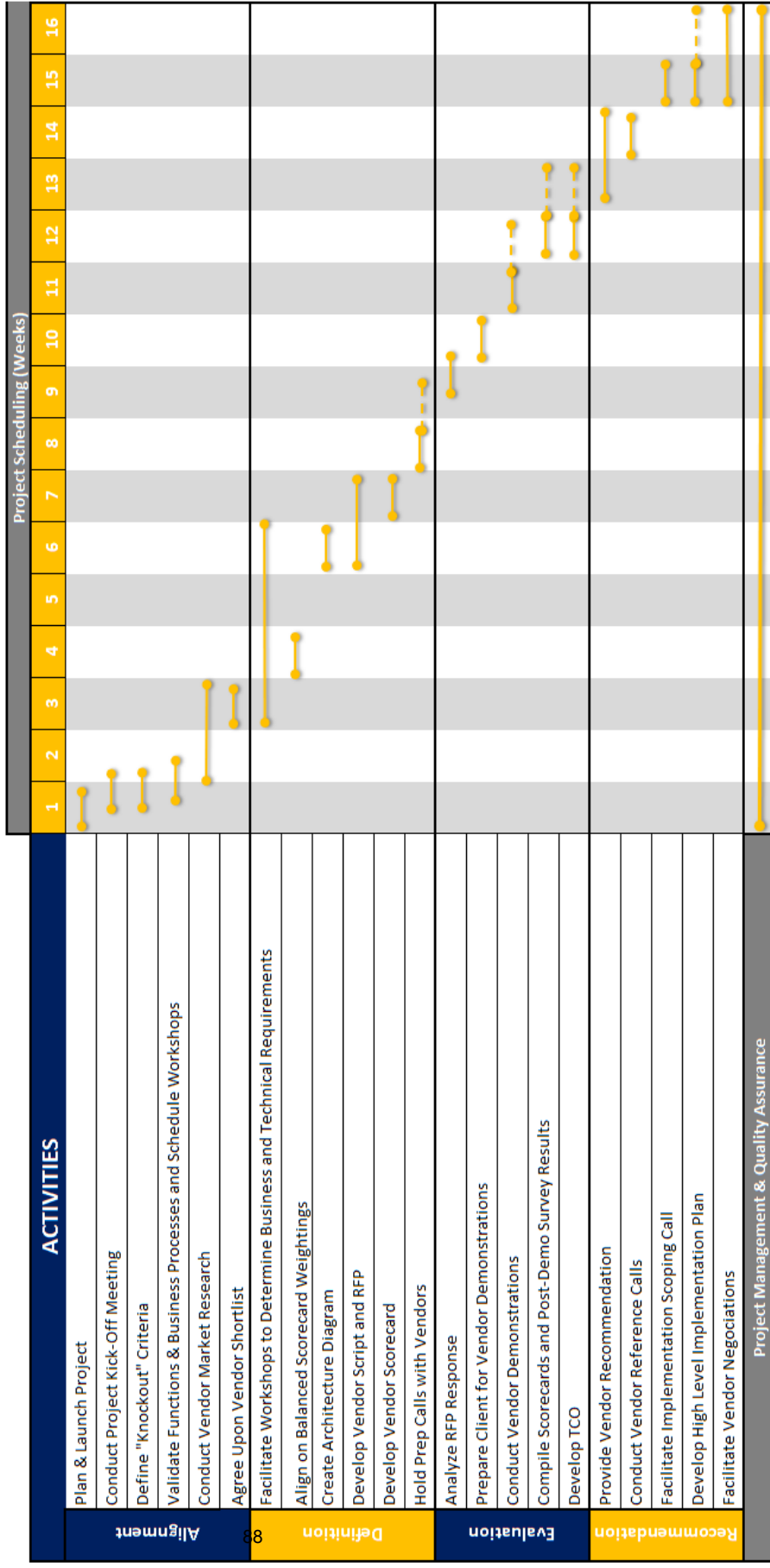
- ◆ **Requirements** – identification of any specific “people” related requirements such as training tools, cultural fit
- ◆ **Solution Recommendations** – potential risks or benefits of a solution based on the impacts/required changes required for effective adoption
- ◆ **Implementation Planning** – activities needed to ensure readiness for and achievement of desired changes and benefits





ERP Selection Timeline

The ERP Selection Project will take ~16 weeks to complete with an investment of \$225,000 in professional fees





About West Monroe Partners

**West Monroe Partners is large
enough to tackle our clients’
toughest challenges**

**and nimble enough to adapt
to unique requirements with
custom solutions**

Established in 2002

West Monroe is a full-service business and technology consulting firm.

People

Over 1,000 consultants, confident enough to engage in constructive debate and understand that it’s okay to disagree.

Diversity Partnerships

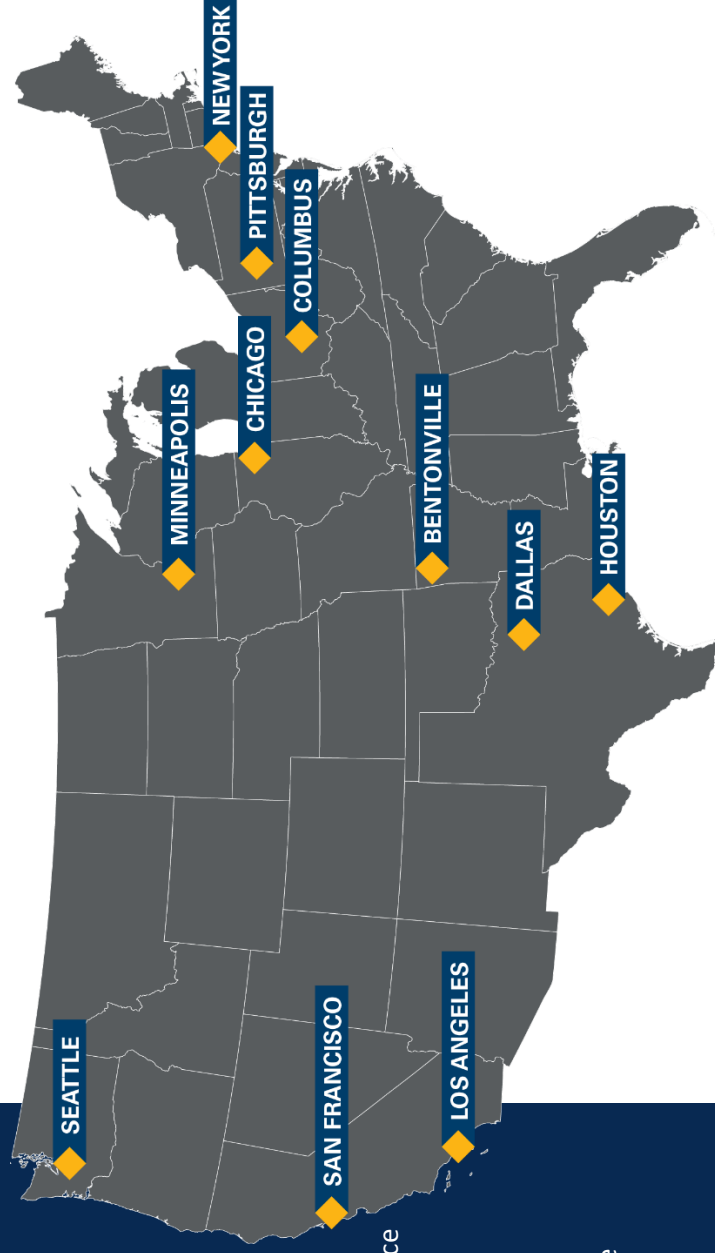
West Monroe has partnership agreements in place with eight diversity certified firms that provide consulting services to the utility industry.

Community

We are dedicated to improving the communities where we live and work, which is why we donate 1% of our time, talent, and treasure to support organizations with similar values and goals.

Dedicated Utilities Practice

90+ industry professionals that are passionate about advancing the industry through the application of new technologies





Our Uncommon Blend of Business Consultants and Deep Technologists, paired with Utility industry experts differentiates West Monroe in the marketplace

BUSINESS CONSULTANTS

M&A

ACQUIRE SMART, GROW STRONG

Mergers & Acquisitions

CX

ENGAGE CUSTOMERS, DRIVE TOP LINE

Customer Experience

OpEx

OPERATE OPTIMALLY, EMPOWER CHANGE

Operations Excellence



Data Analytics
DRIVE VALUE FROM DATA

Software Development
DEVELOP LEADING SOLUTIONS

Cybersecurity
SECURE YOUR BUSINESS

Cloud & Platforms
INNOVATE & RESPOND TO CHANGE

PS

RUN SEAMLESS OPERATIONS

Performance Services

DEEP TECHNOLOGISTS

INDUSTRY EXPERTS

Energy & Utilities

RESPOND TO REGULATIONS, EVOLUTION, AND GROWING CUSTOMER EXPECTATIONS

Financial Services

INCREASE GROWTH AND PROFITABILITY OF COMMERCIAL AND CONSUMER BUSINESSES

Healthcare

CAPITALIZE ON A DYNAMIC AND EVOLVING MARKETPLACE



90+

Professionals
working with
utilities

5

Former
utility
executives

2

Former
utility
regulators

Business & Technology Engagements Including:

- ◆ Technology roadmaps & execution
- ◆ Advanced metering infrastructure (AMI)
- ◆ Vendor selections
- ◆ Operational & customer service assessments
- ◆ Customer information systems (CIS)
- ◆ Cybersecurity assessments
- ◆ Analytics & management dashboards
- ◆ Meter data management
- ◆ Training and change management

+00+



We serve
4
of the top
5
largest utilities in the US



Our utility clients serve
40%+
of the US population



West Monroe serves both municipal and investor-owned water utilities across the US





West Monroe helps water utilities operate efficiently, provide great customer service, and make appropriate technology investments

West Monroe Primary Focus Areas

ADVANCED METERING INFRASTRUCTURE

- ◆ Strategy and business case
- ◆ RFP development and vendor selection
- ◆ Process re-design
- ◆ Training and communications
- ◆ Deployment management

CUSTOMER EXPERIENCE

- ◆ Meter-to-cash assessments
- ◆ Statistical analysis of customer consumption and billing trends
- ◆ Operational and field reviews
- ◆ Call center assessments
- ◆ Customer service improvements
- ◆ Customer strategy / NorthStar

TECHNOLOGY

- ◆ IT strategy and roadmaps
- ◆ Application and integration mapping
- ◆ Cyber security assessments
- ◆ Vendor selections
- ◆ Requirements gathering

MANAGEMENT DASHBOARDS

- ◆ Performance metrics and target service levels
- ◆ Tool / report development
- ◆ Data integration
- ◆ Peer benchmarking
- ◆ Training / Change Management



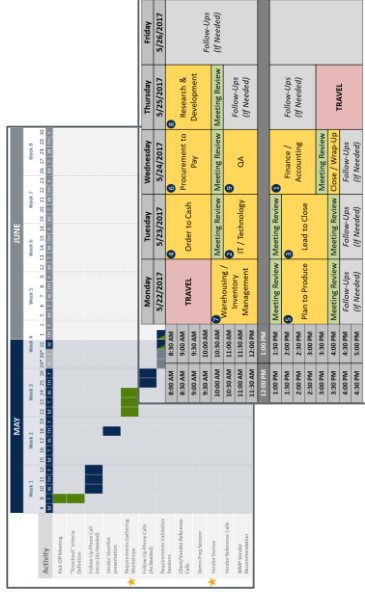
Sample Deliverables



Phase 1: Alignment – Sample Deliverables

- ILLUSTRATIVE -

Project & Workshop Schedule



Guiding Principles

WMP used guiding principles to provide a framework for consistent ERP Selection

Guiding principles:

- In order to set the stage for a consistent set of criteria to assess projects and initiatives, WMP has created the following guiding principles as a basis for this engagement.

Principle	Objective
1. "The Client Way"	Identify initiatives providing consistent processes and follow-up to their effect to the way they want to do business going forward.
2. Support Growth	Recommend projects giving clear a known path for integration of future capabilities (scalability).
3. Align with Business Needs	Focus project's primary support (Client's business processes) (Priority)
4. Value	Ensure projects provide the most value to the user (user experience) (User Acceptance) (User Adoption) (User Satisfaction)
5. Timing	Recognize that in order for user adoption of an ERP system to be successful, it must be implemented at the right time for the project timeline to minimize business disruption.

Vendor Research

Functionality	Vendor A - Oracle	Vendor B - SAP	Vendor C - Microsoft	Vendor D - NetSuite	Vendor E - Sage
Vendor A - Oracle	Vendor B - SAP	Vendor C - Microsoft	Vendor D - NetSuite	Vendor E - Sage	
Technical Platform	Implementation Approach	Vendor Support	Technical Platform	Implementation Approach	

Kick-off Presentation

ERP Selection: Project Kickoff
January 9, 2018

Vendor Knockout Criteria

Vendor - Product	1. Multi-Channel Capabilities	2. Real-time Analytics	3. Multi-Channel Capabilities	4. User Interface	5. Strong Technology Support	6. Industry Alignment	7. System Scalability	8. Multi-Language Capabilities	9. Global Capabilities	10. Strong Vendor Support	11. PCI Compliance
Microsoft	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Sage X3	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
NetSuite	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Sage 100	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Sage 300	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Microsoft	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕

Vendor Shortlist

Overall Recap	Yes	No	Yes	No	Yes	No	No	No
Ease of Use	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Reporting & Analytics	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Document Mgmt.	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Help Documentation	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Functionality	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Vendor Viability	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Technical Platform	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Implementation	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕
Recommended as Demo finalist? Y/N	No	Yes	Yes	No	Yes	No	No	No

Legend: ⊕ Green, ⊖ Yellow, ⊕ Red, ⊖ Black, ⊕ Grey, ⊖ White



Phase 2: Definition – Sample Deliverables

- ILLUSTRATIVE -

Requirements Matrix:

Requirements matrix will cover the following components:

- ◆ Plan to Report
- ◆ Quote to Cash
- ◆ Procure to Pay
- ◆ Professional Services Automation
- ◆ Technical

Req#	Requirement Description
2	Procure to Pay
2.1	Vendor Master, Setup & Maintenance
2.1.1	Ability to set up vendor setup and approval workflow
2.1.2	Ability to have parent child vendor hierarchy (e.g., Marriott and associated locations)
2.1.3	Ability to set up and store the following vendor information: category, remittance, W9, insurance, 1099, send via, multiple addresses, payment terms, etc.
2.1.4	Ability to allow vendors to manage their products and pricing (e.g., vendor portal)
2.1.5	Ability to process mass update pricing by vendor (e.g., raise all items by 3%)
2.1.6	Ability to create and manage voendor contracts (e.g. pricing terms)
2.1.7	Ability to merge vendors, including items, and retain history
2.1.8	Ability to search on vendor attributes (e.g. venue, catering, transportation, etc.)
2.1.9	Ability to set up vendor rebates (e.g., dollar amount over a defined time period)
2.1.10	Ability to categorize vendors based on performance (e.g. by vendor spend)
2.1.11	Ability to create and manage vendor scorecards with KPIs
2.1.12	Ability to flag a vendor as inactive (e.g., payment issues, no purchases since X months, etc.)
2.2	Purchase Order & Entry
2.2.1	Ability to issue PO against a project/program
2.2.2	Ability to auto create PO upon SO creation
2.2.3	Ability to detail charges on a PO (e.g., service, booking fee, misc. charges, etc.)
2.2.4	Ability to add notes to a line item on a PO
2.2.5	Ability to search for purchase orders based on item description and vendor spend category
2.2.6	Ability to clone purchase order header and / or line information to create a new PO
2.2.7	Ability to have visibility and traceability into large vendor purchases (e.g. purchases over \$500,000)
2.3	Accounts Payable & Vendor Bills
2.3.1	Ability to enter a vendor bill without a purchase order
2.3.2	Ability to pay by wire, paper check, CC, ACH etc.
2.3.3	Ability to process payables from multiple bank accounts
2.3.4	Ability to consolidate multiple PO's on a single payment to a vendor



Phase 2: Definition – Sample Deliverables

- ILLUSTRATIVE -

Vendor Finalists:

The vendor finalists presentation will provide Client stakeholders with perspective on which vendors should progress to the comprehensive demos based upon requirements scoring and supplementary evaluation of vendor strengths and weaknesses

ERP Solution	General KO Criteria					Key Functional Requirements				
	1. Software-as-a-Service (SaaS) based system	2. Mobile device access	3. Able to support transaction volume up to millions of transactions and lines per month	4. Ability to run reporting in real-time	5. Client profitability reporting	6. Product profitability reporting	7. Business function profitability reporting	8. Able to support multiple, complex pricing, billing, and revenue recognition scenarios	9. Customer and vendor portals	10. Able to integrate with Tier 1 EPM solution and other external data sources
Vendor 1	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Does Not Meet Criteria	Meets Criteria	Meets Criteria
Vendor 2	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria
Vendor 3	Meets Criteria	Meets Criteria	Does Not Meet Criteria	Meets Criteria	Does Not Meet Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Does Not Meet Criteria
Vendor 4	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Does Not Meet Criteria
Vendor 5	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria	Meets Criteria



Phase 3: Evaluation – Sample Deliverables

- ILLUSTRATIVE -

Req#	Requirement Description	B&W Priority	Comments
3	ORDER TO CASH		
3.1	CUSTOMER MASTER MAINTENANCE		
3.1.1	Ability to have multiple contacts for a customer account	Critical	
3.1.2	Ability to have parent child hierarchy for customer account structure (e.g. multiple bill-to's and ship to's)	Critical	
3.1.3	Ability to search by Ship To and Bill To names, addresses, numbers, and other identifying information	High	
3.1.4	Ability to define the division (e.g. integrated, industrial, etc.) for a customer	Medium	
3.1.5	Ability to maintain parent child hierarchy with acquisitions and consolidations in the industry	High	
3.1.6	Ability to define the region for a customer	High	
3.1.7	Ability to setup a default headquarter location for a customer	Medium	
3.1.8	Ability to assign a sales rep or sales team to a customer	High	
3.1.9	Ability to assign sales territory to a customer	Low	
3.1.10	Ability to assign default payment terms by customer and allow for an approval workflow for payments terms to be changed	Medium	
3.1.11	Ability to customize customer set-up fields	Medium	
3.1.12	Ability to assign a credit limit to a customer	Medium	
3.1.13	Ability to assign a pricing tier to a customer	High	
3.1.14	Ability to link supplier contracts to specific customers and assign contract pricing	High	
3.1.15	Ability to categorize a customer based on preferred payment method (e.g. credit card, ACH, wire, etc.)	Medium	

3. ORDER TO CASH (CUSTOMER SERVICE & ORDER ENTRY)

3.1. Order to Cash Scenario #1: Customer Management

Showcase the customer master setup and maintenance capabilities in the system. Showcase how customer-specific pricing agreements are managed and credit limits enforced.

#	Demo Script	Score	Comment
3.1.1	Customer Master Ability to setup & maintain a customer master. Customer elements to evaluate: <ul style="list-style-type: none"> • Customer segmentation • Customer attributes • Customer dashboards • Customer hierarchy 		
3.1.2	Customer Profitability Ability to track the profitability across customers and to have an “snapshot” view of the profitability of customers		

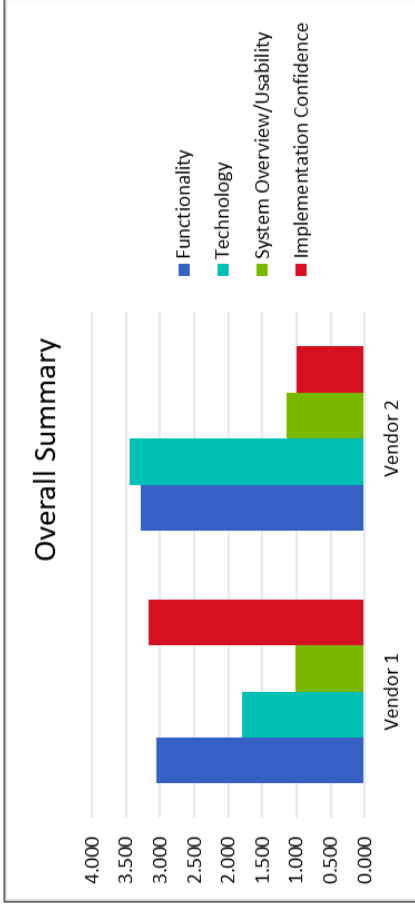
Demonstration Execution:

Each of the listed requirement weights should match those listed within the demo script.

The demonstration scripts will address all of key business requirements as well as IT and system administration needs.



Phase 4: Recommendation – Sample Deliverables



- ILLUSTRATIVE -

Building the Recommendation:

The scoring tool will be updated with participants' demonstration scores to calculate the overall system scores.

The final recommendation will also include:

- Analysis of each system's strengths and limitations
- Completed Total Cost of Ownership (CapEx vs. OpEx)
- Identification of IT organizational needs
- Organizational alignment and change management needs
- Timeline for implementation

TCO Summary

While Vendor 1 has a more favorable 3-Year TCO (\$6.97M), Vendor 2 has a lower annual operating cost (\$370K lower annually)

Costs	Vendor 1	Vendor 2	Variance
Implementation/Retired	\$ 1,500,000	\$ 1,500,000	\$ 0
Implementation Services	\$ 1,500,000	\$ 1,500,000	\$ 0
Implementation (One Time & Fee)	\$ 3,000,000	\$ 3,000,000	\$ 0
Software Licenses	\$ 4,000,000	\$ 4,000,000	\$ 0
Total Implementation Cost	\$ 10,000,000	\$ 10,000,000	\$ 0
Annual Operating Cost	\$ 1,500,000	\$ 1,130,000	\$ 370,000
SaaS Subscription	\$ 1,500,000	\$ 1,130,000	\$ 370,000
Hosting	\$ 0	\$ 0	\$ 0
IT Staff	\$ 0	\$ 0	\$ 0
Vendor Support	\$ 0	\$ 0	\$ 0
Total Annual Operating Costs	\$ 1,500,000	\$ 1,130,000	\$ 370,000
Summary	Vendor 1	Vendor 2	Variance
One-Time Investment	\$ 10,000,000	\$ 10,000,000	\$ 0
Operating Cost (3 year TCO)	\$ 4,500,000	\$ 3,390,000	\$ 1,110,000
Total Investment (3 year TCO)	\$ 14,500,000	\$ 13,390,000	\$ 1,110,000
3-Year Investment (without contingency)	\$ 14,500,000	\$ 13,390,000	\$ 1,110,000
3-Year Investment (with contingency)*	\$ 15,000,000	\$ 13,900,000	\$ 1,100,000

Key Takeaways:

- Vendor 1 has the lowest 3-year TCO at \$6.97M, which is \$1.78M less than the other.
- Vendor 1's one-time fees are estimated at \$1.6M, which is \$2.9M less than the Vendor 1 implementation estimate.
- Given that the annual operating cost for Vendor 1 is \$370K lower than Vendor 2, the breakeven point for the two systems is year 8.
- Note: Items indicated as TBD still need to be estimated and data was not available.



- ILLUSTRATIVE -

Phase 4: Recommendation – Sample Deliverables

Final Recommendation Presentation

ERP Software Selection
Final Recommendation Presentation
January 3, 2018

Balance Scorecard Analysis



Total Cost of Ownership (TCO)

Costs	Vendor 1	Vendor 2	Variance
Implementation Related			
Implementation Services	\$ 1,400,000	\$ 1,400,000	\$ 0.00
Implementation Expenses (15%)	\$ 210,000	\$ 210,000	\$ 0.00
Licenses (One-Time Fees)	\$ 1,000,000	\$ 1,000,000	\$ 0.00
Software Licenses	\$ 1,000,000	\$ 1,000,000	\$ 0.00
Total Implementation Cost	\$ 2,610,000	\$ 2,610,000	\$ 0.00
Annual Operating			
SaaS Subscription	\$ 1,000,000	\$ 1,000,000	\$ 0.00
Hosting	\$ 100,000	\$ 100,000	\$ 0.00
Internal IT Staff	\$ 500,000	\$ 500,000	\$ 0.00
Vendor Support	\$ 500,000	\$ 500,000	\$ 0.00
Total Annual Operating Costs	\$ 2,100,000	\$ 2,100,000	\$ 0.00
Summary			
One-Time Investment	\$ 2,610,000	\$ 2,610,000	\$ 0.00
Operating Cost (3 year TCO)	\$ 6,300,000	\$ 6,300,000	\$ 0.00
Total Investment (3 year TCO)	\$ 8,910,000	\$ 8,910,000	\$ 0.00
3-Year Investment (with contingency)	\$ 9,500,000	\$ 9,500,000	\$ 0.00
3-Year Investment (with contingency)*	\$ 9,500,000	\$ 9,500,000	\$ 0.00

Vendor Reference Calls

Customer Reference Analysis

Based upon the set of customer reference calls, both Vendor 1 & Vendor 2 provide strong vendor and functional capabilities.

Vendor Assessment	Reference 1	Reference 2
Pros	Reference 1: We chose Vendor 1 because we felt it was the best product. Reference 2: We chose Vendor 2 because we felt it was the best product.	Reference 1: The RFP team Group (RACI) was helpful. Reference 2: The RFP team Group (RACI) was helpful.
Cons	Reference 1: Support has been great over the course of the project. Reference 2: Support has been great over the course of the project.	Reference 1: Support has been great over the course of the project. Reference 2: Support has been great over the course of the project.
Pros	Reference 1: They provide excellent support. Reference 2: They provide excellent support.	Reference 1: They provide excellent support. Reference 2: They provide excellent support.
Cons	Reference 1: We have not used the system for a long time. Reference 2: We have not used the system for a long time.	Reference 1: We have not used the system for a long time. Reference 2: We have not used the system for a long time.

Change Management Insights

In preparation for implementation kickoff, there are several change management considerations to ensure a successful ERP implementation

Key risks	Mitigation strategies
Misaligned objectives and project success goals	Develop overall timeline to map out expectations for achieving outcomes/ milestones
Can result in timeline issues and conflicting task prioritization	100%. Once the implementation timeline is established, it should be referenced on a regular basis to gauge progress and improvement areas.
Team members may be unprepared for the project	Engage leaders in activities such as process walkthroughs, "dry runs" and "tabletop" exercises to ensure team members are aligned with all functionality to be released day 1 and ensure each team member is aligned with the end state of the solution.
Team members may be unprepared for the project	Hold meetings with the team to discuss what business to release that all team members are aligned with all functionality to be released day 1 and ensure each team member is aligned with the end state of the solution.
Success of the project requires greater communication and consistency in processes across the business.	Form a Change Network (team) to create a cross-functional forum of interdependence across the business.



COMMITTEE MEMORANDUM

DATE: October 8, 2018

TO: Finance and Administration Committee

FROM: Rochelle Patterson *RP*
Director of Administrative Services

SUBJECT: Recommend Approval of a Resolution Adopting a Records Retention Policy and Schedule

SUMMARY

Pursuant to SB 634 upon the creation of the Santa Clarita Valley Water Agency, LAFCO (Local Agency Formation Commission) Condition No. 13 states that "The Agency shall adopt a policy or re-adopt a prior policy governing the retention/disposal of records" and in an effort to unify Agency policies, staff, along with legal counsel has developed a Records Retention Policy (Exhibit A) and Schedule (Exhibit B) of its documents and electronic correspondence for review and adoption.

DISCUSSION

Staff recommends that the Agency approve a resolution (Attachment 1) adopting a records retention policy and schedule for Agency records that defines the information and documents that must be retained, preserved and protected in accordance with the California Government Code. In general, records retention policies and schedules capture the various types of records created and used by the Agency in the course of its business indicating how long these records are required to be retained and prescribes that obsolete records are disposed of in a controlled manner. Attachment 2, the Request for Destruction of Obsolete Records, illustrates this request. The proposed policy also includes electronic communications usage and retention which was developed based on a review of Agency predecessors email retention policies and guidance and direction by legal counsel. Further, the electronic communications usage policy is sensitive to recent case law.

The purpose of a records retention policy and schedule is to:

- Prevent unnecessary accumulation of obsolete records
- Define and communicate the Agency's policy for retaining and destroying records in accordance with the California Government Code Sections 60200 through 60204
- Facilitate the retention and destruction of records
- Demonstrate compliance with legal requirements
- Provide a classification of records to facilitate access to information
- Provide reasonable and manageable storage size of cloud email services

Through the successful development and implementation of a records retention policy and schedule, the Agency can realize the following benefits:

- Improve the overall utilization of resources
- Control the unrestrained growth of records volume
- Demonstrate compliance with statutory and regulatory recordkeeping requirements
- Improve the ability to locate and retrieve records when required
- Reduce litigation risks
- Controlled email storage growth

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

That the Finance and Administration Committee recommends that the Board of Directors approve the attached resolution adopting a Records Retention Policy and Schedule.

RP

Attachments

RESOLUTION NO. ____

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY WATER AGENCY
ADOPTING A RECORDS RETENTION POLICY AND SCHEDULE**

WHEREAS, Sections 60200 through 60203 of the Government Code provide procedures regulating the retention of special district records and destruction of obsolete records for special districts; and

WHEREAS, the former Castaic Lake Water Agency and the former Newhall County Water District had each adopted a records retention policy and schedule; and

WHEREAS, with the reorganization of the former Castaic Lake Water Agency and the former Newhall County Water District into the Santa Clarita Valley Water Agency (the "Agency"), the Agency desires to adopt a new records retention policy and schedule ("Records Retention Policy and Schedule") for the orderly retention of Agency records and the proper destruction of obsolete records.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY WATER AGENCY DOES RESOLVE AS FOLLOWS:

SECTION 1. The Records Retention Policy and Schedule, attached hereto as "Exhibit A" and "Exhibit B," incorporated herein by reference and made a part hereof, is hereby adopted as the records retention policy and schedule of the Santa Clarita Valley Water Agency.

SECTION 2. The Board of Directors hereby finds that the Records Retention Policy and Schedule complies with the California Secretary of State's Local Government Records Management Guidelines, as required under Government Code section 60201, subdivision (b)(2). The Board of Directors further finds that any obsolete records destroyed pursuant to the Records Retention Policy and Schedule will not adversely affect the Agency or the public.

SECTION 3. The General Manager of the Agency and his designee are authorized to do any and all acts necessary to give effect to and comply with the terms and intent of the Records Retention Policy and Schedule. The General Manager and his designee shall be responsible for the administration of the retention of records and the destruction of obsolete records pursuant to the Records Retention Policy and Schedule. In addition, the General Manager and his designee are authorized to update or amend the Records Retention Policy and Schedule as needed, without further approval from the Board of Directors, in order to stay current with federal and State laws, as well as any other regulations, regarding records retention.

SECTION 4. Pursuant to Government Code sections 53161 and 60200, the Board of Directors hereby authorizes the General Manager and his designee to destroy at any time any duplicate record, paper or document of the Agency, while the original, whether in paper or electronic format, is retained by the Agency for the legally required time period.

SECTION 5. The General Manager and his designee shall have ongoing authority, without further approval needed from the Board of Directors and with the approval of the Agency's legal counsel provided herein, to authorize destruction of obsolete Agency records in accordance with the Records Retention Policy and Schedule.

SECTION 6. The Board Secretary shall certify to the passage and adoption of this Resolution.

SECTION 7. This Resolution shall become effective immediately upon its passage and adoption.

DRAFT

EXHIBIT A



POLICIES, RULES AND REGULATIONS	
Title: RECORDS RETENTION POLICY	
Policy No.: 15.0	Section Nos.: 15.0 – 15.12
Approval Date: November 2018	Effective Date: November 2018
Approved By: Board of Directors	

15.0 RECORDS RETENTION POLICY

California Government Code Sections 60200 through 60204 and the Secretary of State Local Government Records Management Guidelines govern the retention of records of the Santa Clarita Valley Water Agency (Agency) and the disposal of the Agency's obsolete records. Through this policy, the Agency will manage its records, files, documents and other information, regardless of format, in accordance with all applicable laws and regulations regarding records retention.

Existing and emerging electronic communication technologies are integral to the ability of the Agency officials and staff members to conduct Agency business in both an effective and efficient manner. Such technology has the potential to enhance communications with the public and provide a higher level of service to the Agency's constituency. However, the use of such technology creates challenges for the Agency to fulfill its commitment and obligation for government transparency and to meet the legal retention requirements for Agency records.

15.1. PURPOSE

The purpose of the Records Retention Policy is to provide guidelines to Agency staff members regarding the retention of Santa Clarita Valley Water Agency records; provide for the identification, maintenance, safeguarding of Agency records and the disposal of obsolete records in the normal course of business; ensure prompt and accurate retrieval of records; and ensure compliance with legal and regulatory requirements.

Vital and important records are those having legal, financial, operational, or historical value to the Agency.

Policy Objectives:

- Provide clear and concise direction regarding use of the Agency's electronic communications systems, including electronic mail (e-mail), text messaging and voicemail.
- Minimize any disruptions to Agency services related to electronic communications.
- Enhance work productivity through the use of electronic communications.
- Comply with applicable State and federal laws and Agency policies related to documents, the use of e-mail and all other forms of electronic communication.

This policy applies to all employees, elected officials, appointed officials, consultants, volunteers, or other non-employees who use electronic communications regarding Agency business. All such person shall be referred to throughout this policy as "Agency personnel."



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15.2 DEFINITIONS

For purposes of this policy, the following definitions apply:

- “Agency” means the Santa Clarita Valley Water Agency , and includes all of the Agency’s affiliated entities.
- “Agency official” shall mean any elected official, committee member or employee of the Agency.
- “Agency business” shall be construed broadly to mean information relating to the conduct of the public’s business or communications concerning matters within the subject matter of the Agency’s jurisdiction, including, but not limited to, pending or potential Agency projects, past or prospective Agency agenda items, or Agency budgets or expenditures involving Agency funds. Resolution of the question will involve an examination of several factors, including: (a) the content itself; (b) the context in, or purpose for which, it was written; (c) the audience to whom it was directed; (d) the purpose of the communication; and (e) whether the writing was prepared by an Agency official acting or purporting to act within the scope of his or her employment.
- “Electronic communications” includes any and all electronic transmission, and every other means of recording upon any tangible thing in any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored. Without limiting the nature of the foregoing, “electronic communications” include e-mails, texts, voicemails, and also include communications on or within commercial applications (apps) such as Facebook Messenger, Twitter, WhatsApp, etc.
- “Electronic messaging account” means any account that creates, sends, receives or stores electronic communications.
- “Official Agency Record” has the same meaning as the definitions provided in the California Public Records Act (Cal. Gov. Code § 6250 et seq.) for “public records” and “writing”:

“...any writing containing information relating to the conduct of the public’s business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics...”



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“...‘Writing’ means handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and any record thereby created, regardless of the manner in which the record has been stored.”

According to the preceding definitions, e-mail messages and any attachments regardless of format are, in fact, public records and are subject to the provisions of the Public Records Act as well as legal requirements for retention of public records. The preceding definitions also include any messages, sent through a smartphone, tablet or other electronic device, that end up as an e-mail to or from any Agency personnel.

DOCUMENT RETENTION

15.3 AUTHORIZATION

Pursuant to Resolution No. ____, the General Manager is authorized by the Board of Directors to interpret and implement this policy and to designate a Records Coordinator who shall be responsible for the administration of this Records Retention Policy. The General Manager and the Records Coordinator are authorized to do any and all acts necessary to comply with the terms and intent of this Records Retention Policy, The General Manager and Records Coordinator are responsible for the retention of records and the destruction of any obsolete records, papers, and documents that meet the qualifications governing the retention and disposal of records, as specified below.

15.4 PROCEDURE

- A. The department head completes and signs a “Request for Destruction of Obsolete Records” form, listing the date and description of each document to be destroyed. A sample form is attached to this policy as “Attachment B.” The department head submits the form to the Records Coordinator.
- B. The Records Coordinator checks the documents listed on the submitted form to confirm that each document is: (1) not required to be permanently retained, or (2) has been retained for the legally required period of time. The Records Coordinator also confirms that any applicable reproduction requirements (i.e., imaging, etc.) for each document are complete.
- C. The Records Coordinator submits the form to the General Manager, who reviews and signs the form and then returns the signed form to the Records Coordinator.



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- D. After receiving the signed form from the General Manager, the Records Coordinator oversees the destruction of the obsolete documents, indicates the method of destruction on the form, signs the form and returns the original signed form to the General Manager.
- E. The General Manager will retain all original signed forms requesting destruction of obsolete records for a minimum period of two (2) years.
- F. The General Manager will retain a permanent record, such as a log or copies of certificates of destruction, in whatever format he determines to be convenient for the purpose, to document the destruction of obsolete records of the Agency.

15.5. GENERAL GUIDELINES

- A. The following general guidelines apply to all Agency records.
 - 1. Pursuant to Resolution No. ____ adopted by the Board of Directors, except where a record is expressly required to be preserved according to State law, the Agency may destroy any original obsolete document without retaining a copy of the document as long as the retention and destruction of the document complies with the retention schedule as set forth in this policy. (Gov. Code § 60201.)
 - 2. In addition to the retention periods required under this policy, the Agency shall retain original administrative, legal, fiscal and/or historical records with continued value (i.e., records for long-term transactions and/or special projects) until all matters pertaining to such records are completely resolved or the time for appeals has expired. (Gov. Code § 14755, subd. (a); Gov. Code 34090.)
 - 3. Pursuant to Government Code section 60201(d), the Agency shall not destroy any of the following records:
 - (a) Records relating to the formation, change of organization, or reorganization of the Agency;
 - (b) Ordinances and resolutions, unless they have been repealed or have become invalid or otherwise unenforceable for five years;
 - (c) Minutes of any meeting of the Agency;
 - (d) Records relating to any pending claim, litigation, any settlement or other disposition of litigation within the past two years;



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- (e) Records that are the subject of any pending request for records under the California Public Records Act, whether or not the record is exempt from disclosure, until the request has been granted or two (2) years after the request has been denied by the Agency;
- (f) Records relating to any pending construction that the Agency has not accepted or for which a stop notice claim may be legally presented;
- (g) Records relating to any non-discharged debt of the Agency;
- (h) Records relating to the title to real property in which the Agency has an interest;
- (i) Records relating to any non-discharged contract to which the Agency is a party;
- (j) Records that have not fulfilled the administrative, fiscal, or legal purpose for which they were created or received;
- (k) Unaccepted bids or proposals, which are less than two (2) years old, for the construction or installation of any building, structure or other public work;
- (l) Records less than seven (7) years old that specify the amount of compensation or expense reimbursement paid to Agency employees, officers, or independent contractors

15.6 RECORDS TO BE RETAINED IN ORIGINAL FORMAT

The records listed above in Section 15.5 must be retained in their original format, whether the original record is in hard copy or electronic format.

In addition, the following records are required to be retained in their original hard copy format for at least two (2) years before imaging or scanning them into electronic format:

- Statements of Economic Interest for Elected Officials (copies of FPPC Form 700). (Total retention is four (4) years.)
- Statements of Economic Interest for Non-Elected Officials (originals of FPPC Form 700). (Total retention is seven (7) years.)

After two (2) years, the Agency may image/scan the above documents and dispose of the hard copy versions. The electronic version becomes the “original,” pursuant to State law. (Gov. Code § 60203, subd. (b).)



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15.7 DUPLICATE RECORDS

Pursuant to Resolution No, ____, the General Manager and/or the Records Coordinator are authorized to destroy at any time any **duplicate** record, paper or document of the Agency, while the original, whether in paper or electronic format, is retained by the Agency for the legally required time period.

15.8 EXCEPTIONS TO SCHEDULED DISPOSAL OF OBSOLETE RECORDS

Scheduled disposal of records that have met or exceeded their retention periods must be postponed if the records are responsive to, subject to, or relate in some way to any of the following:

- A. A Public Records Act request received by the Agency;
- B. A subpoena served on the Agency;
- C. A Request for Production received by the Agency from an opposing party in litigation;
- D. A court order;
- E. A litigation hold or request for preservation of evidence received by the Agency; or
- F. A claim filed against the Agency under the Government Claims Act.

The above exceptions apply to both hard copy and electronic records

15.9 RECORDS RETENTION SCHEDULE

The Records Retention Schedule is attached to this policy as “Exhibit B” and is incorporated into this policy by reference. This policy and the Records Retention Schedule comply with State and federal law, as well as the records retention guidelines provided by the California Secretary of State. The Records Retention Schedule may be updated from time to time by the General Manager and/or the Records Coordinator, pursuant to Resolution No. _____, in order to stay current with federal and State laws, as well as any other regulations, regarding the retention of Agency records.



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ELECTRONIC COMMUNICATION USAGE AND RETENTION

15.10 GENERAL INFORMATION

A. Agency E-mail is an Official Agency Record
 Electronic communications generate correspondence and other documentation which are public records (hereinafter “Official Agency Records”) that may be subject to disclosure under the California Public Records Act (Gov. Code § 6250, *et seq.*). Such records are also in need of protection/retention in accordance with records retention laws.

B. Retention of E-mail Within the Agency’s System
 The Agency’s electronic communication systems, including e-mail, instant messaging, social media sites, and other communication tools, are intended as mediums of communication only. Therefore, the Agency electronic communication systems should not be used to store or maintain documents, including, but not limited to, Official Agency Records. Documents that must follow a defined legal retention schedule should be saved outside of the communication environment.

Communications within the electronic communication environment will be stored for two (2) years. After two years that electronic communication record will be removed from the communication system in which it existed.

Regarding e-mail, the system administrators perform regular electronic back-ups of the Agency’s e-mail system. However, the back-up is not a copy of all Agency e-mail activity that occurred on the Agency e-mail server during the back-up period.

C. Preservation of E-mails (PRA Requests, Subpoenas, Claims, etc.)
 The Agency frequently receives requests for inspection or production of documents pursuant to the Public Records Act, as well as demands by subpoenas or court orders for documents, and claims filed against the Agency under the Government Claims Act. In the event a records request, or subpoena, asks for e-mail messages, the Agency officials and employees having control over or access to any relevant e-mail messages, once they become aware of the request or demand, shall use their best efforts, by any responsible means available, to temporarily preserve any such e-mail message until it is determined whether the e-mail message must be disclosed for public inspection or copied and produced.



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Also, the Agency has a duty to preserve any relevant data when there is even a hint of possible litigation. Therefore, when Agency employees become aware of a potential claim, an actual claim, or a lawsuit against the Agency, they must preserve any e-mail messages and attachments that have any information relevant to that matter. The Agency’s General Counsel can provide guidance on these issues.

15.11 PROCEDURE

A. Managing Agency E-mail

Agency officials and employees are responsible for the management of their e-mail folders on a regular basis. It is the responsibility of Agency officials and employees to determine if an e-mail is an Official Agency Record which must be retained in accordance with the Agency’s Records Retention Policy. Always consider the content of an e-mail message when you are determining if the message is an Official Agency Record. Generally, an e-mail message and any attachments regardless of format may be considered an Official Agency Record if it: (1) is created or received in connection with official Agency business; (2) documents the formulation and implementation of Agency policies and decisions; or (3) initiates, authorizes or completes a transaction of official Agency business.

Agency officials and employees may delete e-mail messages which are not otherwise required to be kept by law or whose preservation is not necessary or convenient to the discharge of your duties or the conduct of the Agency’s business.

B. Messages that are Generally NOT Considered as Official Agency Records

Examples of e-mail messages that are not generally considered Official Agency Records may include: (1) personal messages; (2) “Spam” emails, advertisements, or other “junk” e-mail; (3) messages not related to public business (e.g., employee birthday celebrations in the lunch room); and (4) newsletters or general information from vendors or other public agencies. The Agency’s General Counsel can assist in determining whether an e-mail message is required to be retained and/or is necessary or convenient to the discharge of duties or the conduct of the Agency’s business.

C. Preserving E-mails that are Official Agency Records

Any e-mail message, including any attachments regardless of format that is an Official Agency Record should be preserved by one of the following methods:

1. Print the email and place the printed copy in the appropriate file. Generally, the Agency employee who sends the e-mail should be the person responsible for printing and filing the hard copy, but persons



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responsible for a particular program or project file shall be responsible for retaining all e-mail they send or receive related to that program or project.

2. Electronically move the e-mail from your Inbox to a designated folder within your Agency e-mail account using the Agency’s document management system. Alternatively, you can move the e-mail out of the Agency’s e-mail system and store it on a network drive.

15.12 USE OF PERSONAL E-MAIL ACCOUNTS FOR PUBLIC BUSINESS

Pursuant to the California Supreme Court’s 2017 opinion in the *City of San Jose* case, e-mails sent or received by Agency officials or employees that are related to the conduct of public business may be Official Agency Records, even if the messages were sent or received using an Agency official’s or employee’s personal e-mail account or personal device. In light of the *City of San Jose* opinion, the following protocols shall apply:

1. Agency personnel who are assigned an Agency e-mail account to conduct Agency business, shall only conduct Agency business through the Agency account and shall not use personal accounts for the creation or receipt of Official Agency Records. If an Agency official or employee who is required to use an Agency e-mail account receives an e-mail regarding Agency business on his/her non-Agency account, the Agency official shall copy (“cc”) or forward the e-mail to the Agency e-mail account no later than 10 days after the original creation or transmission of the e-mail. Any Agency personnel who maintain Official Agency Records on a personal e-mail account without copying or forwarding the record to an Agency account shall be subject to the protocols listed below, regardless of whether the employee was authorized to utilize the personal account.
2. Agency personnel who are not assigned an Agency e-mail account, or that are authorized to utilize a personal e-mail account or to have Agency e-mails forwarded to a personal account, shall retain all e-mails that are Official Agency Records in accordance with the Agency’s Records Retention Policy regardless of whether the e-mail is originally sent or received on a personal e-mail account or personal device. Agency personnel who are authorized to use personal e-mail accounts are encouraged to create and only utilize accounts that are dedicated solely to the conduct of Agency business. Utilizing a dedicated account will help to ensure that Official Agency Records are properly maintained, will ease searches for responsive Official Agency Records, and will help to prevent the search or disclosure of personal records.
3. In the event the Agency receives a Public Records Act request seeking e-mails from personal accounts, the Agency Board Secretary will transmit the request to the applicable Agency personnel who may have responsive records. The Agency



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personnel shall then promptly conduct a good faith and diligent search of his/her relevant personal e-mail accounts and devices for responsive records. If the Agency personnel needs assistance in performing a search, he/she shall inform the Agency Board Secretary and Agency personnel may be assigned to assist.

4. The Agency personnel shall promptly transmit any responsive e-mails to the Agency Board Secretary within sufficient time to enable the Agency Board Secretary to adequately review and provide the disclosable e-mails to the requesting party. It shall be the duty of the Agency Board Secretary, in consultation with the Agency’s General Counsel, to determine whether a particular e-mail, or any portion of an e-mail, is exempt from disclosure. To that end, the responding Agency personnel shall provide the Agency Board Secretary with all responsive e-mails, regardless of whether an exemption to the disclosure may apply.

5. In the event the Agency personnel does not possess, or cannot with reasonable diligence recover, responsive e-mails, the Agency personnel shall inform the Agency Board Secretary by way of a written declaration signed under penalty of perjury. In addition, Agency personnel who withholds or redacts any e-mails identified as potentially responsive must provide the Agency Board Secretary with a written declaration (Public Records Act Form of Declaration) under penalty of perjury with facts sufficient to show the information withheld or redacted is “personal business” and not “public business” under the Public Records Act.

This policy does not waive any exemption to disclosure that may apply under the California Public Records Act or other applicable law.

(Originally adopted November 2018)

EXHIBIT B

Record Series	Description	Retention Period
Management		
BOARD OF DIRECTORS and COMMITTEES		
<i>Board of Directors (BODs) include: Santa Clara Valley Water Agency, Upper Santa Clara Valley Joint Powers Authority</i>		
<i>Committees include : Ad Hoc's, Agenda Planning, Finance and Administration, Planning and Engineering, Water Resources and Outreach and Retail Operations</i>		
Agency Formation/Reorganization	Records relating to formation, change or organization, or reorganization of the agency	P
Board/Committee Agendas, Packets and Related Items	Original agendas and special meeting notices, including certificates of posting, original summaries, original communications and action agendas for the Board and/or Committees; reports; attachments; handouts	P
Minutes	Official minutes and hearing proceedings of the Board of Directors	
Resolutions	Legislative actions	
Oaths of Office	Oaths of office for elected and appointed public officials	T + 6
CONFLICT OF INTEREST (FPPC)		
Statement of Economic Interest (FPPC Form 700)	Elected Officials - FPPC Filings (Form 700) [copies] (can image after 2 years)	4 yrs
Agency Report - Events & Ticket/Pass Distribution (FPPC Form 802)	Non-Elected Officials - FPPC Filings (Form 700) [originals] (can image after 2 years)	7 yrs
Behested Payment Report (FPPC Form 803)	Report of tickets/passes; identifies persons who received tickets/passes & described the public purpose for the distribution; Copy must be posted on agency website; Originals retained for 7 years	7 yrs
Agency Report of Consultants (FPPC Form 805)	FPPC form used by elected officials to disclose payments made at their behest (\$5,000 or more from same source) for legislative, governmental, or charitable purposes	7 yrs
Agency Report of Public Official Appointments (FPPC Form 806)	Identifies consultants hired by SCV Water who must file Form 700	7 yrs
Lobbying or Lobbyist Forms (FPPC Forms 602, 635)	Report of additional compensation received by agency officials when appointing themselves to committees, boards or commissions of other public agencies or joint powers authorities. Current report must be posted on the agency's website. FPPC Form 602 - Lobbying Firm Activity Authorization; FPPC Form 635 - Report of Lobbyist Employer & Report of Lobbying Coalition - forms used when employing or contracting with a lobbying firm	CU + 2
FINANCING CORPORATION		
Agendas, Packets and Related Items	Original agendas and special meeting notices, including certificates of posting, original summaries, original communications and action agendas for Council, Boards and Commissions; Board Reports; handouts	P
Minutes	Official minutes and hearing proceedings of the Board of Directors	
Resolutions	Legislative actions	

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Management - cont'd		
GENERAL		
General Administrative: Policies/Procedures	All Board Approved Policies and Management Operating Procedures	S + 2
Public Record Request Information	Requests for documents (Public Records Act); Responses provided	CL +2
Correspondence, general	Includes emails, letters, memos, etc., pertaining to SCV Water business	CU + 2
Records Retention - Records Destruction/Disposal	Documentation of final disposition/destruction of records that have met or exceeded minimum retention periods	P
LEGAL/LEGISLATIVE		
Administrative Code	Including bylaws	P
Legal Opinions	Opinions/memos drafted by legal counsel	S + 2
Litigation	Case files; settlement agreements for litigation matters (executed) [not including Workers' Comp claims]	CL +2
PUBLIC INFORMATION		
Press Releases		P

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Administration		
GENERAL ADMINISTRATION		
Contracts and Agreements (excluding CIP, Public Works)	Includes leases, equipment, services or supplies	T + 5
Policies		AC
Procedures		
Public Record Act Requests	Requests for records; responses provided	CL + 2
Record Retention / Management Program Records	Including schedule, destruction records, procedures	AC
Recordings - audio (e.g., for preparation of meeting minutes)	Audio recordings "made for whatever purpose by or at the direction of the local agency"	30 days
Recordings - routine video monitoring, telephone, radio communications	Routine daily recording of telephone or radio communications; recordings of routine video monitoring, monitoring systems, or building security systems; If recordings relate to a claim or pending litigation, they must be preserved until the matter is resolved.	Videos - 1 yr; Radio/Phone - 100 days
Recordings - video (e.g., recordings of Board meetings)	Recordings of public meetings made by or at the direction of SCV Water	30 days
Administration - Accounting/Finance, Purchasing		
ACCOUNTING/FINANCE		
Accounts Payable	Invoices, check copies, distribution journals, cash disbursements, expense reports, Petty Cash, supporting documents	AU + 7
Accounts Receivable	Invoices, registers, cash receipts journals, supporting docs	
Audit Reports/Financial Statements	Reports relating to audits/financial statements, trial balance, schedules; including reports, notes, and backup documentation (CAFR, Audit Binders etc.)	P
Bank Reconciliations	Bank statements, summaries for receipts, deposit slips, disbursements and reconciliations	AU + 5
Billing Records	Customer name, service address, usage payments, correspondence with customers	AU + 2
Bonds - Certificate of Participation (COP)	Monthly statement of transactions, supporting documents	CL + 10
Bonds - Certificate of Participation (COP)	Paid / cancelled	CL + 10
Bonds - Surety	Documentation created and/or received in connection with the performance of work/services for SCV Water	CL + 4
Budget - Proposed	Presented to Board	CU + 2
Budget - Adopted	Approved	P
Certificate of Authenticity	Records from outside vendors certifying documents have been destroyed in compliance with the records retention schedule	P
Check register/Warrant register	Record of checks issued, approved by the Board of Directors	AU + 2
Checks (issued by SCV Water)	(1) Expense reimbursement to employees; payments to independent contractors; etc. Includes check copies; canceled or voided checks; electronic versions of checks; (2) checks paid to vendors; other SCV Water payments. Includes check copies; canceled or voided checks; electronic versions of checks.	(1) CU + 7; (2) AU + 4

AC=Active AD=Adoption AU=Audit CL=Closed/Completed CU=Current Year E=Election L=Life P=Permanent S=Supersede T=Termination

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
	Administration - Accounting/Finance, Purchasing - cont'd	
Deferred Compensation	Records of employee contributions and agency payments	T + 5
Deposit Receipts	Checks, coins, currency	AU + 7
General Ledger		P
General Ledger - Voucher	Account postings with supporting documents	AU + 4
Investments	Including summary of transactions, inventory, and earnings report	P
Invoices	Copies sent for fees owed, billing, related documents	AU + 7
Journals - Billing	Billing, including monthly activity	CU + 2
Payroll Records	Including signed employee time sheets for audit and FEMA Reports; deduction authorization, beneficiary designations, unemployment insurance claims	AU + 6
Payroll Registers	Labor distribution costs by employee and program	P
Payroll Forms	W-2 and W-4 forms	T + 4
PERS Employee Deduction Reports	Including record of deductions, Retirement Balance Report	P
Reimbursements - expenses	Reimbursements to public officials and employees for travel and other expenses	AU + 7
State Controller	State Controllers Report	P
Taxpayer ID Forms	Including W-9's and 1099's	AU + 4
Tax Reporting	Federal and State quarterly reports	AU + 4

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Administration - Accounting/Finance, Purchasing - cont'd		
Tax Returns		7 Years
Taxes, Receivables		AU + 3
Wage Garnishments	Wage or salary garnishment; active until garnishment is satisfied - then follow retention period	AU + 4
Warrant Registers/Check registers	Accounts Payable Batch List	AU + 2
Wire Transfers	Statements, confirmations and reconciliations, including voids	AU + 5
Worker's Comp Premium	Quarterly Report	T + 5
CAPITAL PROPERTY		
Fixed Assets	Inventories of fixed assets, surplus property	AU + 4
Capital Asset Record	CIP including Notice of Completion and supporting documents (documents maintained by Engineering Dept)	L + 3
Plant Ledger	Electronic records including equipment records and historical data	P
Surplus Property - Auction	Detailed listing of property, receipts from auction company (bid sales through licensed auction company)	AU + 2
Surplus Property - Disposal	Listing of property, receipts (bid sales of equipment through licensed auction company)	AU + 4
PURCHASING		
Bids, RFQ's, RFP's		AU + 5
Successful / Accepted bids or proposals	Public contract bid documents; Requests for Qualifications; Requests for Proposals regarding goods and services	AU + 5
Unsuccessful / Unaccepted bids or proposals		CU + 2
Purchase Orders	Original documents (maintained w/paid invoices)	AU + 7
Administration - Human Resources, Safety/Training, Risk Management		
HUMAN RESOURCES		
Employee/Personnel files	Active and Terminated including applications, employment agreements, actions, evaluations, vesting, salary records, beneficiary designations, Family Leave requests, tuition reimbursement, benefit plan enrollment/denied, employee relations (may include claims, grievances, disciplinary actions), injury and accident reports, medical records, disability claims.	T + 7
Employment applications (not hired)	Applications submitted for existing or anticipated job openings, including any records pertaining to failure or refusal to hire applicant	CU + 2
Employment eligibility verification (I-9 forms)	Federal Immigration and Nationality Act - retention is 3 years after date of hire, or 1 year after date of termination, whichever is later.	3 + hire date, or T + 1
Classifications and Appointments	Includes supplemental Personnel records. Wage rate tables 2 years	CU + 3
Collective Bargaining Agreements	Surveys and studies including classification and wage rate tables	CU + 2
Correspondence, personnel & HR matters	Includes Memoranda of Understanding (MOU) with employee unions, represented employee groups	CU + 3
DMV Driver's Records Reports (DMV Pull-Notice System)	Includes emails, letters, memos, etc., pertaining to personnel & HR matters	CU + 2
	Motor vehicle pulls - personnel record	S + 7

AC=Active AD=Adoption AU=Audit CL=Closed/Completed CU=Current Year E=Election L=Life P=Permanent S=Supersede T=Termination

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Administration - Human Resources, Safety/Training, Risk Management - cont'd		
Recruitment	Including candidate applications, interview notes, test results, resumes, alternative lists, indices, ethnicity disclosures, examination materials, examination answer sheets, job bulletins	CL + 3
Training Records (Non-Safety)	Volunteer program training, class training materials, internships; Paperwork documenting internal and external training	CU + 7 T + 7
Worker's Compensation Records	Work-injury claims (including denied claims); claim files, reports, etc. **Retain until the latest of the following: 5 years from date of injury; or 1 year from date compensation was last provided; or when all compensation due has been paid.**	**
Worker's Compensation - Settlement Agreements	Final, signed/approved settlement agreements for worker's compensation claims or litigation	5 yrs
HUMAN RESOURCES: Benefits		
Employee Benefits Administration Files	Including enrollment forms, billing reports	CL + 4
Employee Benefits Claims	May include dental, disability, education, health, life and vision including dependent care and Employee Assistance	T + 7
SAFETY/TRAINING		
General Administrative: Policies/Procedures	Safety related policies, procedures and standard operating procedures, etc.	S + 2
Training Records - Safety	Certifications/designations	CU + 2
Cal-OSHA Requirements	Log of work related injuries & illnesses (Form 300), Annual Summary (Form 300A), Incident reports (Form 301)	CU + 5

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
RISK MANAGEMENT - Human Resources, Safety/Training, Risk Management - cont'd		
Chemical Inventories		30 YRS
Claims, Damage	Paid/denied	CL + 5
Crane Inspections and Certifications	Inspections: Records relating to cranes regarding safety inspection logs, reports and correspondence.	AC + 5
	Certifications: Records, reports and certificates which are required to operate cranes.	
Insurance (Certificates of)	Insurance certificates filed separately from contracts; includes insurance filed by licensees; may include liability, property, Certificates of Participation, deferred, use of facilities; Indemnity; PERS - working files - originals with Administrator.	CU + 2
Injury and Accidents Reports	On-the-job, vehicle and OSHA Log	CU + 5
Material Safety Data Sheets	Records relating to the use of hazardous substances	P
Property Files	Original reports and supplemental documentation (Lost, Found, Safekeeping); apparatus/vehicle repair and maintenance; inventory, equipment and supplies	CU + 10
Risk Management Reports	Federal OSHA Forms; Loss Analysis Report; Actuarial Studies	CL + 5
Safety Meetings	Records relating to the OSHA required safety meetings (toolbox meetings) regarding on the job safety	CU + 5
Safety Records	Records of a general nature regarding safety. Records may include safety videos, training, checklists, meeting minutes and regulations.	P
Security Records	Records relating to the security of SCV Water and outside security companies used by SCV Water. Includes records regarding security issues, security books and copies of correspondence.	CU + 3
Underground Storage Tanks	Records including but not limited to: permits, photos, inspection and contracts, as well as records regarding leak detection monitoring, cleanup, and tightness of underground tanks	P
Vehicle Operating Records	Records relating to SCV Water vehicle registration, purchase costs, maintenance records and surplus information.	AC + 6

SCV WATER
Records Retention Schedule
2018 (Draft)

U.S. DEPARTMENT OF TRANSPORTATION	
	Negative and canceled controlled substance tests. Alcohol tests with concentration less than .02 / Negative drug screen test.
	Collection logbooks, if used
	Documents relating to random selection process
	Documents generated relating to decisions to administer reasonable suspicion or post-accident tests
	Documents verifying medical inability to provide adequate samples.
	Employer's copy of alcohol/drug test form including results
	Employer's copy of drug chain of custody form
	Documents of a Medical Review Officer (MRO)
	Documents employee presents to dispute results
	Substance Abuse Professional (SAP) evaluation and referral
	Previous employer background screen results if positive
	Previous employer background screen results if negative
	Corrective Action Recommendations and Action
	Records of refusal to take tests
	Program administration records
	Alcohol misuse and controlled substance use awareness including UW policy
	Driver's signed receipt for education materials
	Documentation of supervisor training
Drug and Alcohol Testing Program: Collection Records	1 YR
Drug and Alcohol Testing Program: Records Relating to Positive Drug and Alcohol Tests	2 YRS
Drug and Alcohol Testing Program: Test Process Records	5 YRS
Drug and Alcohol Testing Program: Education and Training Records	P
	5 YRS
	P
	P

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Engineering, Water Quality and Regulatory Compliance, Maintenance, Operations		
CAPITAL IMPROVEMENT		
Capital Improvement Projects	Supporting documents including bidders list, specifications, reports, plans, work orders, schedules, etc. Contains records re: Planning, design, construction, conversion or modification of facilities, structures and systems	CL + 10 P
Construction Project Files	Records relating to the construction of SCV Water property including but not limited to: field books and logs, diaries, reports, construction test records, samples, correspondence, drawings and specifications, recommendations, photographs, schedules, change orders and stop notices; submittals (records relating to submissions by contractors); and inspections (correspondence, reports, photos).	CL + 10
CAPITAL IMPROVEMENT: Contracting and Agreements		
Contracts and Agreements (Including Capital Improvement)		P
Bids and Proposals (Unsuccessful)		CL + 2
CAPITAL IMPROVEMENT: Documentation and Records		
Certificates	Building: Compliance, occupancy which affect real property. Planning: Retain during life of structure. Plans, buildings, signs, grading, encroachment, including blueprints and specifications (includes construction permits).	L + 5
Permits and Reports	National Pollutant Discharge Elimination System (NPDES) Discharge monitoring	P
CAPITAL IMPROVEMENT: Project Specifications		
Blueprints, Drawings, Photos and Specifications	Drawings/Project Plan (does not include those usually filed with case or project)	P
	Maps/Plans/Drawings/Exhibits/Photos	
	Blueprints/Specifications	
	Water Master Plan copies	
CAPITAL IMPROVEMENT: Reports and Tests		
Water Quality Records	Compliance records include location, date, method and results; corrections, analysis of bacterial or chemical content;	CU + 12
	Compliance documentation including sampling data, analysis, reports, surveys, documents, evaluation, schedules, valves, etc.	
CAPITAL IMPROVEMENT: Standards, Studies and Surveys		
Studies, Special Projects and Areas	Engineering	CL + 2
Surveys (including Water System Sanitary)	Recording data and maps; statistics, reports, correspondence	CU + 10
ENVIRONMENTAL QUALITY		
Environmental Review	Correspondence, consultants, issues, conservation	CL + 2
Soil Reports	Final Reports	P
GENERAL		
Policies and Procedures, Water	Includes rules and regulations	S + 2

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Engineering, Water Quality and Regulatory Compliance, Maintenance, Operations - cont'd		
PROPERTY DOCUMENTATION		
Acquisition/Disposition	Supporting documents regarding: sale, purchase, exchange, lease or rental of property by Agency	CL +10
Appraisals	Exempt from public disclosure until final acquisition or contract agreement obtained	CL + 2
Annexation	Records relating to pending annexation	P
Deeds and Easements (and promissory notes)		P
Leases	Records including lease information on easements, parcel numbers and status reports	CL + 6
Property Development - Design/Construction	Design, construction, engineering documents	CL + 10
Property Development - As-built	As-built plans and related documents	P
MAINTENANCE AND OPERATIONS		
Equipment Leases		T + 4
Equipment Use Records and Maintenance Reports	Maintenance records; repair reports	AC + 5
Hazardous Waste Disposal	Documentation regarding handling and disposal of hazardous waste	P
Maintenance and Operations - Well and Pumping	Includes work orders, inspection, repairs, cleaning, reports, complaints. Times Operational, power used and quantity	CU +2
Meter Operations	Reader Reports, Orders, Tests, Maintenance reports; calibration	CU + 2
Valve Main Records		P
Violations, Drinking Water	Retention applies to each violation	CU + 10
Water Distribution System	Records regarding design of water distribution system	P
Wells	Records on well locations, connections, etc.	P

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
Department: Water Resources		
WATER MANAGEMENT		
Water Banking/Exchange/Transfer Programs	Costs	CL + 10
Water Delivery Records	Records relating to the delivery of water. Records may include schedules, volume sold and quantities	P
Water Management Agreements	MOA/MOUs	CL + 10
Water Purchase (Acquisitions/Sale) Agreements		P
Water Purchase Costs	Payments for SWP water supplies and other water supply sources	CU + 5
Water Resources/Use Reports	delivery, usage and storage	S + 10
State Water Project Deliveries	Delivery Correspondence and Allocation Notices	CL + 10
PLANNING		
California Environmental Quality Act (CEQA)	Exemptions, Environmental Impact Report, Mitigation Monitoring, negative declaration, notices of completion and determination, comments, statements of overriding considerations and Water Supply Assessments	P
Integrated Regional Water Management Plan (IRWMP)	Integrated Regional Water Management Plan (IRWMP)	S + 15
Salt and Nutrient Management Plan		S + 25
Urban Water Management Plan (UWMP)	Required documents for the California Urban Water Management Plan (UWMP) Act	S + 10
Water Master Plans	SCV Water and Retailers' capital project plans, groundwater plans, etc.	S + 10
CONSERVATION		
Best Management Practices (BMP) Reports	Reports required by the CUWCC that are required for compliance with UWMP, AB 1420, etc.	P
Conservation Program Analysis	Quantification of water savings attributable to conservation programs, including spreadsheets and reports	CU + 15
Reports on customer water use/conservation	Large Landscape, Commercial, Industrial and Institutional Customer reports that include data on water use and recommendations	CU + 6
Water User Data	"Raw" data on high water users per sector.	CU + 15
Water Use Efficiency Strategic Plan	Water Use Efficiency Strategic Plan, spreadsheet planning tool, plan updates	S + 15
GRANTS		
Grants	Federal and State / Financial Records - refer to grant application close-out procedure; Unsuccessful - Applications not entitled	CU + 7
PUBLIC INFORMATION		
Brochures, Publications, Newsletter, Bulletins	Print newsletters, newsletters	S + 2
Media Relations	Presentations (to community groups, Chamber, etc.); advertising (Includes cable, newspaper, radio)	CU + 2
News Articles	News articles and log.	CU + 2
REPORTS		
Annual Water Quality Report	California Department of Public Health Annual Water Quality Report	P
Annual Water Report	SCV Water Report prepared per LA County Board of Supervisors	P
Department of Water Resources	DWR Bulletins	S + 15
Groundwater Modeling Reports	Basin Yield Reports from retailers	S + 25
State General Planning	State Water Plan Documents	S + 15
State Water Project Reliability	DWR Semiannual State Water Project Reliability Reports	S + 15

SCV WATER
Records Retention Schedule
2018 (Draft)

Record Series	Description	Retention Period
EDUCATION		
Education Program Materials	Curriculum	CU + 2
Scheduling	Book of field trips and class presentation dates and scheduling correspondence	CU + 5



ATTACHMENT 2

REQUEST FOR DESTRUCTION OF OBSOLETE RECORDS

To: General Manager
 From: Department Head
 Subject: Request for Destruction of Obsolete Records

I am requesting approval to destroy the obsolete records listed below.

DATE OF RECORD	DESCRIPTION OF RECORD

If additional space is needed, attach a second page to this form.

APPROVED

 Department Head

 Date

 General Manager

 Date

The obsolete records described above were destroyed under my supervision using the following method: Shredding Burning Other (specify method)

I certify that such destruction meets the requirements of the Records Retention Policy of the Santa Clarita Valley Water Agency and all applicable requirements of State and federal law.

 Records Coordinator

 Date of Records Destruction



ATTACHMENT 3
PUBLIC RECORDS ACT
FORM OF DECLARATION

I, _____(name), hereby declare as follows:

1. I have personal knowledge of the matters set forth in this declaration.
2. I currently am serving as a Director or employee of the Santa Clarita Valley Water Agency (Agency).
3. On _____(date), I received notice of the need to search my personal electronic device and personal e-mail account for documents that may be responsive to a Public Records Act request (the "Request") the Agency received from _____ (requestor).
4. I have, with reasonable diligence, searched all of my personal electronic devices and personal e-mail accounts (that is, those accounts which are not housed on the Agency server), including, but not limited to, my _____(devices searched), and my personal e-mail account(s) provided by _____(service providers of devices searched), and have provided all public records responsive to the Request to the responsible Agency designee.

[OR]

4. I have, with reasonable diligence, searched all of my personal electronic devices and personal e-mail accounts (that is, those accounts which are not housed on the Agency server), including, but not limited to, my _____(devices searched), and my personal e-mail account(s) provided by _____(service providers of devices searched), and did not locate any public records on such devices or accounts that were responsive to the Request.

I declare under the laws of the State of California that the foregoing is true and correct.

Dated: _____

Signature



COMMITTEE MEMORANDUM

DATE: October 8, 2018
TO: Finance and Administration Committee
FROM: Rochelle Patterson *[Signature]*
Director of Administrative Services
SUBJECT: Discuss Reserve Fund Policy

SUMMARY AND DISCUSSION

As part of the merger, staff has been reviewing policies of both Castaic Lake Water Agency (CLWA) and Newhall County Water District (NCWD) to develop unified policies for SCV Water. Staff brought together the policies of CLWA, Santa Clarita Water Division (SCWD), NCWD and the plan of Valencia Water Company (VWC) when developing the reserve section for the FY 2018/19 Budget (see Attachment 1 for redline tables).

The Agency holds a significant level of reserves in several funds for various purposes. The establishment, funding and maintenance of reserves are foundations of prudent financial management. Reserves are highly regarded by credit rating agencies, credit providers and investors. Although there are numerous methods to establish reserves, staff recommends leaning on the materials provided by the credit rating agencies, which provide guidance on liquidity and provides peer review through the assignment of credit ratings for bond issues.

Implementing formal reserve policies has favorable results with the credit rating agencies and will serve as a framework for the Board and staff in establishing adequate levels of reserves. Establishing reserve levels should be an integrated process that takes into account the Agency's Budget, rate structure, and capital improvement plans. The Agency's reserves should be linked to its operational risks and capital structure, however, irrespective of the intended or ultimate capital structure, the Agency will need to maintain minimum reserve levels.

In an effort to create one unified Reserve Policy, staff has drafted a new policy for review with the assistance of the Agency's financial advisor.

FINANCIAL CONSIDERATIONS

None at this time.

RECOMMENDATION

Staff recommends that the Finance and Administration Committee review the draft of the Agency's Reserve Policy and provide further direction.

RP

Attachments

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POLICIES, RULES AND REGULATIONS	
Title: RESERVE FUND POLICY	
Policy No.: 16.0	Section Nos.: 16.0 – 16.4
Approval Date: November 2018	Effective Date: November 2018
Approved By: Board of Directors	

16.0 RESERVE FUND POLICY

16.1 INTRODUCTION

This policy has been developed to maintain prudent management of regional and retail water systems, which requires that reserve funds be established and maintained to fund scheduled and unscheduled expenses including operation and maintenance, debt service, emergencies, capital improvement, repair and replacement, and for the stabilization of water rates. This policy has been revised to re-state and conform the various legacy policies of the four divisions of the Santa Clarita Valley Water Agency (SCV Water, or Agency): Regional (formerly wholesale), Newhall Water Division (NWD), Santa Clarita Water Division (SCWD) and Valencia Water Division (VWD).

This policy describes the prudent reserve fund needs of the regional and retail systems, identifies the sources of funding for such reserves, and recommended target amounts for reserve funds. Reserves are highly regarded by credit rating agencies, credit providers and investors. Although there are numerous methods to establish reserve funding levels, the Agency tends to lean on the metrics utilized by the credit rating agencies, which provide guidance on liquidity and provides peer review through the assignment of credit ratings for bond issues. The monies to fund the reserves should come from revenues of the regional and retail operations after operating expense, including debt service obligations, are met.

16.2 STATEMENT OF PURPOSE

The purpose of SCV Water’s Reserve Fund Policy for the regional and retail water systems is to ensure the Agency’s financial stability, and to have sufficient funding available to meet its operating, capital and debt service cost obligations. This plan establishes the level of reserves necessary for maintaining the Agency’s credit-worthiness and ratings and for adequately providing for:

- Cash flow requirements and working capital.
- Economic uncertainties and other financial hardships, including performance of the regional economy and water supply reliability.
- Infrastructure replacements.
- Emergency repairs.
- Local disasters, natural disasters or catastrophic events.
- Loss of significant revenue sources due to variations in water sales resulting from variable weather conditions or conservation.
- Unfunded mandates including costly regulatory requirements.



POLICIES, RULES AND REGULATIONS	
Title: RESERVE FUND POLICY	
Policy No.: 16.0	Section Nos.: 16.0 – 16.4
Approval Date: November 2018	Effective Date: November 2018
Approved By: Board of Directors	

16.3 TYPES OF RESERVES

The establishment of reserve funds is in the best interest of SCV Water. Traditional reserve policy categories are typically classified as follows:

- Capital Improvement and Replacement Funds
- Emergency, or Contingency Reserves
- Capital Reserves
- Operating Reserves
- Revenue Rate Stabilization Reserve
- Water Supply Reliability Reserve

Reserve funds are established utilizing the following criteria:

- Distinguish between legally restricted and unrestricted amounts.
- Contain a defined and distinct purpose.
- Contain a target level or a range of target levels.
- Identify events or conditions that prompt the use of the reserves.
- Specify periodic review dates, usually annually as part of the budget process, for balances and target levels.
- Balances should be maintained in amounts sufficient to meet minimum reserve targets in cash and/or cash equivalents.

16.3.1 Capital Improvement and Replacement Funds

These funds are established and utilized primarily to fund capital and asset replacement costs, plus any contingency amounts. The Agency seeks to set aside specific amounts in each of the Capital Funds of the Regional and the Retail Division's, to annually meet respective budgeted capital programs.

Recommended Target Levels – Most water agencies are capital intensive and funding is typically needed annually in significant amounts. In determining how much the Agency should set aside in reserves for capital projects, it must first determine how it plans to finance its capital projects in the future. In other words, the Agency must determine its capital structure: the mix of debt, reserves, and pay-as-you-go financing that it will use to pay for capital projects in the future. The Regional Division is expected to finance its capital needs through a combination of pay-go funding and debt transactions. The Retail Divisions are expected to use primarily a pay-go funding approach. This Policy recommends that the Agency and Retail Divisions maintain their pay-go Capital Funds at a minimum target level equal to the budgeted capital projects for the ensuing fiscal year.



POLICIES, RULES AND REGULATIONS	
Title: RESERVE FUND POLICY	
Policy No.: 16.0	Section Nos.: 16.0 – 16.4
Approval Date: November 2018	Effective Date: November 2018
Approved By: Board of Directors	

16.3.2 Emergency Reserves

This reserve is established to provide additional liquidity in the event of a natural disaster, financial crisis, economic uncertainties and financial hardships, loss of significant revenue sources, local disasters or capital obligations, cash flow requirements, unfunded mandates including costly regulatory requirements and other such needs. These amounts should supplement monies received from insurance policies and by state and federal programs.

Recommended Target Levels – FEMA guidelines suggest an amount equal to 1 - 2% of the Agency’s total net plant and equipment.

Regional Division - The Regional Division has a higher risk to natural disaster, economic downturns and water supply disruptions and therefore it is recommended that the Emergency Reserve equal to one year of operating expenses.

Retail Divisions – It is recommended that the Emergency Reserve target level for the Retail Divisions be equal to 2% of the Retail Divisions capital assets, net of depreciation.

16.3.3 Capital Reserves

Additionally, the Agency seeks to establish, fund and maintain a Capital Reserve to fund unanticipated capital expenditures, or cost overruns of capital improvement, or additional repair and replacement projects.

Recommended Target Levels – It is recommended that the Agency maintain separate Capital Reserves for each Regional and Retail Division at a level equal to their respective rolling average of its three-year depreciation amounts. This is an indicator of the value of depreciable capital assets that are aging and will be in need of replacement or repair.

16.3.4 Operating Reserves

These funds are maintained to safeguard the financial viability and stability of the Agency and are funded from division specific revenues. The Agency has reserve funds to safeguard against unexpected events such as financial crises, drought or unexpected natural disasters, and major catastrophic events. Operating Reserves are typically established based on percentage of operating expenses and can range from 20% to 50% of annually budgeted operating expenses, exclusive of interest expense.



POLICIES, RULES AND REGULATIONS	
Title: RESERVE FUND POLICY	
Policy No.: 16.0	Section Nos.: 16.0 – 16.4
Approval Date: November 2018	Effective Date: November 2018
Approved By: Board of Directors	

Recommended Target Levels – Actual funding targets for the Operating Reserve depends on numerous variables, including but not limited to the timing of revenues receipts; the timing of expenses; the variability of water supply and demand; etc.

Regional Division - It is recommended that the Regional Division maintain a minimum target amount equal to 25% of their respective budgeted operating and maintenance expenses and one year of aggregate debt service less restricted debt service reserve amounts. The source of funding should be the available monies remaining after the payment of debt service representing a combination of one percent property tax revenues and Facility Capacity Fees in the proportions those funds pay for debt service.

Retail Divisions - It is recommended that the Retail Division’s maintain a minimum target amount equal to 25% of their respective budgeted operating and maintenance expenses, plus one-half year of aggregate debt service less restricted debt service reserve amounts.

16.3.5 Revenue Rate Stabilization Reserve

These funds are maintained to provide the Agency with the ability and flexibility to avoid sharp increases in customers’ rates or to smooth out rate increases over an extended time frame. Revenue Rate Stabilization Reserves can be targeted as percentage of revenues, ranging from 10% to 30% of annually budgeted operating revenues.

Recommended Target Levels – Funding targets for the Revenue Rate Stabilization Reserve depends on numerous variables, including but not limited to the timing and volatility of revenues; the variability of water supply and demand; etc.

Regional Division – The Regional Division has more significant revenues and reserves than Retail Divisions and since the use of its Revenue Rate Stabilization Fund benefits rate payers in each Retail Division, a target amount should be equal to 15% of its budgeted operating revenues.

Retail Divisions - It is recommended that the Agency annually maintain Operating Reserves for the Retail Divisions at a minimum target amount equal to 10% of its budgeted operating revenues.

16.3.6 Water Supply Reliability Reserve

These funds are maintained to provide a source of funding for the extraction of water from groundwater banking programs during dry years that will help to further mitigate rate increases. Previously, the Agency has funded water extractions through available fund balances and water rate surcharges. This fund will provide the Agency with



POLICIES, RULES AND REGULATIONS	
Title: RESERVE FUND POLICY	
Policy No.: 16.0	Section Nos.: 16.0 – 16.4
Approval Date: November 2018	Effective Date: November 2018
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additional operating reserves for water supply to safeguard against the potential need to raise rates during future drought conditions and dry years.

Recommended Target Levels – The target for the Water Supply Reliability Reserve will be equal to the cost to produce 5,000-acre feet from the Agency’s banking program in a dry year and be funded by taking 50% of the prior fiscal year’s water surplus that is in excess of what is required to recover operating expenditures and reserves. The Retail Divisions will not be required to fund this reserve.

Regional Division - It is recommended that the Regional Division maintain a target amount equal to the cost to produce 5,000-acre feet from the Agency’s banking program in a dry year.

16.4 REPORTING

The annual Budget document will include a reserve analysis, showing reserve amounts and targets for each type of reserve, and should a major change in conditions threaten reserve levels, the General Manager will provide an analysis to the Board of Directors. This analysis would include an explanation of why reserve levels are below targeted levels and/or a recommended course of action to improve reserve levels.



POLICIES, RULES AND REGULATIONS	
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The following tables illustrate the Reserve Fund Policy target levels:

TYPE OF RESERVE	REGIONAL	NWD	SCWD	VWD
Capital Improvement & Replacement	Current budget pay-go projects	Current budget pay-go projects	Current budget pay-go projects	Current budget pay-go projects
Emergency/Disaster	Equal to 365 days of operating expenditures	2% of net capital assets	2% of net capital assets	2% of net capital assets
Capital Reserve	3-YR average of annual depreciation	3-YR average of annual depreciation	3-YR average of annual depreciation	3-YR average of annual depreciation
Operating	25% of operating expenses plus one-year annual debt service less any restricted DSRF	25% of operating expenses plus 6 months of annual debt service	25% of operating expenses plus 6 months of annual debt service	25% of operating expenses plus 6 months of annual debt service
Revenue Rate Stabilization	15% of operating revenue	10% of operating revenue	10% of operating revenue	10% of operating revenue
Water Supply Reliability Reserve	Cost to produce 5,000-acre feet from banking programs	NA	NA	NA



POLICIES, RULES AND REGULATIONS	
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Regional Target Level

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$10,799,500	\$10,399,500	104%
Emergency/Disaster	29,273,400	26,140,200	112%
Capital Reserve	3,204,700	17,267,793	19%
Operating	26,052,500	24,789,050	105%
Revenue Rate Stabilization	0	3,976,043	0%
Water Supply Reliability Reserve	3,000,000	3,000,000	100%
TOTAL	\$72,330,100	\$85,572,586	85%
Days Cash Ratio	1,010	1,195	

NWD Target Level

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$2,560,262	\$2,937,000	87%
Emergency/Disaster	1,500,000	1,646,037	91%
Capital Reserve	0	2,987,406	0%
Operating	623,723	2,634,209	24%
Revenue Rate Stabilization	1,566,625	1,274,737	123%
TOTAL	\$6,250,610	\$11,479,388	54%
Days Cash Ratio	244	449	



POLICIES, RULES AND REGULATIONS	
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Policy No.: 16.0	Section Nos.: 16.0 – 16.4
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Approved By: Board of Directors	

SCWD Target Level

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$9,535,700	\$9,535,700	100%
Emergency/Disaster	2,200,000	2,255,600	98%
Capital Reserve	3,221,090	4,660,138	69%
Operating	8,928,000	9,532,725	94%
Revenue Rate Stabilization	5,458,365	3,595,590	152%
TOTAL	\$29,343,155	\$29,579,753	99%
Days Cash Ratio	385	388	

VWD Target Level*

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$333,000	\$3,137,000	11%
Emergency/Disaster	141,723	1,942,840	7%
Capital Reserve	0	2,739,469	0%
Operating	439,885	7,979,116	6%
Revenue Rate Stabilization	424,369	3,335,272	13%
TOTAL	\$1,338,977	\$19,133,696	7%
Days Cash Ratio	24	341	

*Prior to becoming a public water utility, Valencia Water Company did not carry significant reserves. The most recent rate case for Valencia Water Division includes provisions to gradually build reserve levels over the next 10 years.



POLICIES, RULES AND REGULATIONS	
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Approved By: Board of Directors	

Total Target Level

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$23,228,462	\$26,009,200	89%
Emergency/Disaster	33,115,123	31,984,677	104%
Capital Reserve	6,425,790	27,654,806	23%
Operating	36,044,108	44,935,099	80%
Revenue Rate Stabilization	7,449,359	12,181,641	61%
Water Supply Reliability Reserve	3,000,000	3,000,000	100%
TOTAL	\$109,262,842	\$145,765,423	74%

(Originally adopted November 2018)

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ATTACHMENT 1

RESERVE PLAN AS PUBLISHED IN FY 2018/19 BUDGET (WITH REDLINE CHANGES)

TYPE OF RESERVE	REGIONAL	NWD	SCWD	VWD
Capital Improvement & Replacement	Current budget pay-go projects	Current budget pay-go projects Not-stated	Current budget pay-go projects \$5,000,000	Current budget pay-go projects Average annual capital budget
Emergency/Disaster	Equal to 365 days of operating expenditures	2% of net capital assets \$1,500,000	2% of net capital assets \$2,200,000	2% of net capital assets \$1,000,000
Capital Reserve	3-YR average of annual depreciation	3-YR average of annual depreciation	3-YR average of annual depreciation	3-YR average of annual depreciation
Operating	25% of operating expenses plus one-year annual debt service less any restricted DSRF	25% of operating expenses plus 6 months of annual debt service	25% of operating expenses plus 6 months of annual debt service	25% of operating expenses plus 6 months of annual debt service
Revenue Rate Stabilization	15% of operating revenue Not-stated	10% of operating revenue	104% of operating revenue	10% of operating revenue
Debt Service	Equal to annual debt service, less restricted debt service reserve funds	Six-months annual debt service	\$2,000,000	Not-stated
Unrestricted Reserve	Not-stated	Not-stated	Residual net resources in excess of above target limits	Not-stated
Water Supply Reliability Reserve	Cost to produce 5,000-acre feet from banking programs \$3,000,000	NA	NA	NA

**RESERVE PLAN AS PUBLISHED IN FY 2018/19 BUDGET
(WITH REDLINE CHANGES)**

REGIONAL DIVISION

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$10,799,500	\$10,399,500	104%
Emergency/Disaster	29,273,400	26,140,200	112%
Capital Reserve	3,204,700	35,808,495	-82%
Operating	26,052,500	17,267,793	19%
Revenue Rate Stabilization	-6,535,100	-2,863,300	400%
Debt Service	19,517,400	3,976,043	0%
Water Supply Reliability Reserve	3,000,000	18,254,000	407%
TOTAL	\$72,330,100	\$85,572,586	85%
Days Cash Ratio	1,010	1,195	94%

NEWHALL DIVISION

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	2,560,262	\$ 2,937,000	87%
Emergency/Disaster	1,500,000	-2,560,262	400%
Capital Reserve	0	1,646,037	91%
Operating	623,723	-1,500,000	400%
Revenue Rate Stabilization	1,566,625	2,987,406	0%
Debt Service	-301,234	2,634,209	24%
TOTAL	\$6,250,610	\$11,479,388	54%
Days Cash Ratio	244	449	-89%

**RESERVE PLAN AS PUBLISHED IN FY 2018/19 BUDGET
(WITH REDLINE CHANGES)**

SANTA CLARITA WATER DIVISION

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$ 9,535,700	\$ 9,535,700	100%
Emergency/Disaster	2,200,000	2,255,600	98%
		-2,200,000	-100%
Capital Reserve	3,221,090	4,660,138	69%
	-5,000,000	-5,000,000	100%
Operating	8,928,000	9,532,725	94%
	-6,928,000	-6,960,725	100%
Revenue Rate Stabilization	5,458,365	3,595,590	152%
Debt Service	-2,000,000	-5,393,385	101%
Unrestricted Reserve	-7,756,790	-2,000,000	100%
TOTAL	\$29,343,155	\$29,579,753	99%
Days Cash Ratio	385	\$29,310,900	100%
		388	

VALENCIA WATER DIVISION

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$ 333,000	\$ 3,137,000	11%
Emergency/Disaster	141,723	1,942,840	7%
		-1,000,000	-14%
Capital Reserve	0	2,739,469	0%
Operating	439,885	7,979,116	6%
		-5,123,694	-9%
Revenue Rate Stabilization	424,369	3,335,272	13%
TOTAL	\$1,338,977	\$19,133,696	7%
Days Cash Ratio	24	\$ 12,595,966	-11%
		341	

**RESERVE PLAN AS PUBLISHED IN FY 2018/19 BUDGET
(WITH REDLINE CHANGES)**

TOTAL TARGET LEVEL

TYPE OF RESERVE	FY 2019 Estimated Balance	FY 2019 Target Balance	% of Target
Capital Improvement & Replacement	\$ 23,228,462 -13,692,762	\$ 26,009,200 16,469,362	89% 83%
Emergency/Disaster	33,115,123	31,984,677 40,508,495	104% -81%
Capital Reserve	6,425,790 -8,204,700	27,654,806 -7,863,300	23% -104%
Operating	36,044,108 -14,225,477	44,935,100 -20,019,256	80% -100%
Revenue Rate Stabilization	7,449,359	12,181,642 10,003,394	61% -74%
Water Supply Reliability Reserve	3,000,000	3,000,000	100%
Debt Service	-21,818,634	20,555,231	-106%
Unrestricted Reserve	-7,756,790	-7,756,790	-100%
TOTAL	\$109,262,842	\$145,765,423 \$126,175,827	74% -86%
Days Cash Ratio	476	635	



COMMITTEE MEMORANDUM

DATE: October 8, 2018

TO: Finance and Administration Committee

FROM: Rochelle Patterson
Director of Administrative Services 

SUBJECT: Continue Discussion of Development of Rate-setting Process Incorporating an Independent Ratepayer Advocate Function

SUMMARY AND DISCUSSION

At the September 17, 2018 Finance and Administration (F & A) Committee meeting, staff and the Committee continued discussion from the August 20, 2018 and July 16, 2018 F & A Committee meetings of the rate-setting process and incorporating an independent ratepayer advocate. Attached is the revised draft process; the "Redlines Version" highlights the actual changes made since the September 2018 Committee meeting; and the "Clean Version" is the same document in clean form.

The primary changes to the attached process reflect Committee direction from the last meeting to include the additional communication between the Ratepayer Advocate and the F & A Committee while the independent report is being developed and to define public outreach. The Agency will provide public outreach after the Board of Directors has reviewed all reports and before final adoption of rates and fees.

FINANCIAL CONSIDERATIONS

None at this time.

RECOMMENDATION

That the Finance and Administration Committee review the continued development of the rate-setting process incorporating an independent ratepayer advocate function, and provide further direction.

RP

Attachments

Clean Version
Redlines Version

M65

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Santa Clarita Valley Water Agency Rate Setting Process and Ratepayer Advocate

The Santa Clarita Valley Water Agency (Agency) is committed to a transparent, public rate setting process guided by the principles set forth by the Agency's board of directors, enabling Act, and other applicable laws.

The Santa Clarita Valley Water Agency Act (Agency Act) provides that the SCV Water Board of Directors (Board) shall develop a rate setting process by January 1, 2019 that includes an independent ratepayer advocate to advise the Board and provide information to the public before the adoption of new wholesale and retail water service rates and charges. The ratepayer advocate shall be selected by and report directly to the Board and shall be independent from Agency staff. The Board may not eliminate the position before January 1, 2023. After such date, the Board may eliminate the position.

1.0 Background

The Agency has developed this rate setting process that includes an independent ratepayer advocate function consistent with the Agency Act, (Section 14(b)–14(d)), and in conformance with the approved settlement agreement between the former Newhall County Water District and former Castaic Lake Water Agency. The Agency Act provides a number of specific parameters and also directs the Board to adopt any necessary rules and procedures to further define the role of the ratepayer advocate.

Public water providers already have to comply with the procedural requirements of Proposition 218 for certain rates and charges, which require noticing to ratepayers and property owners, a public hearing, and protest proceedings. Rates for wholesale charges imposed by local governments are subject to Proposition 26. In addition, there are other statutes that have procedures and principles that must be followed in developing and approving certain kinds of rates and charges.

Furthermore, the Local Agency Formation Commission for the County of Los Angeles (LAFCO) adopted certain conditions that apply to the Agency and one condition relates to the ratepayer advocate. Specifically, condition 19 provides (consistent with the Agency Act) that the Board shall submit any proposed retail water rate changes to the Ratepayer Advocate. It also provides for publication of documentation concerning any findings, conclusions, reports and/or similar determinations by the Ratepayer Advocate to the Agency website at least 30 calendar days in advance of any proposed Board adoption of revised retail water rates.

2.0 Guiding Rate Setting Principles

While the individual rates for each division may vary based on a variety of factors, the development of rates will be consistent with general rate-making principles set forth in utility rate-making practice, such as the AWWA M1 manual. In general, rates designed should:

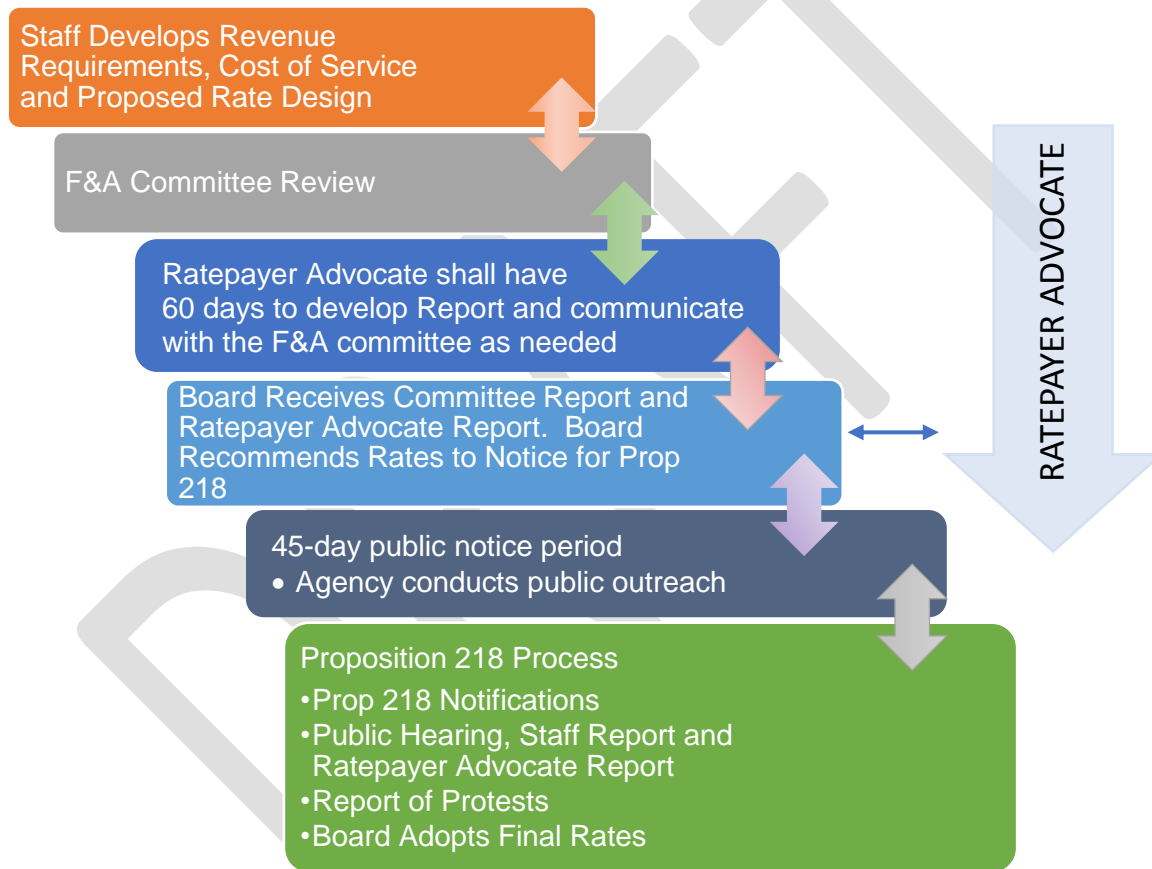
- 2.1 Generate a stable rate revenue stream which, when combined with other sources of funds, is sufficient to meet the financial requirements and goals of the Agency
- 2.2 Be fair and equitable –
that is, they should generate revenue from customer classes which is reasonably in proportion to the cost to provide service to that customer class
- 2.3 Be responsive to Agency and stakeholder objectives

- 2.4 Be easy to understand by customers
- 2.5 Be easy to administer by the Agency
- 2.6 Encourage efficient use and conservation of water

3.0 Retail Rate Setting Process (Proposition 218)

The Agency desires to ensure that, to the extent practical, we recover from each customer the cost of providing service to that customer. One of the main reasons why the Agency must follow the rate setting process is to ensure that the rates are equitably distributed between every customer. At the same time, it is also the Agency’s responsibility to make sure that those rates help to keep the Agency financially stable.

The following are steps in the Agency’s retail rate setting process:



- 3.1 Develop revenue requirements through a rate setting process and propose rate changes

The rate setting process will consist of three primary study components. First, a projection of expenses and determination of the adequacy of revenues to meet expenses during the forecast period must be made. The results of the analysis, known as the revenue requirement, is an assessment of the ability of the existing revenue stream to meet the projected financial requirements during the forecast period and, to the extent required, the identification of the magnitude and timing of any required rate adjustments.

Next, a determination of the way the Agency incurs costs is made. The results, known as Cost of Service, are an allocation of costs making up the revenue requirements to determine functional cost categories and customer classes.

Finally, specific rates and charges must be designed which provide sufficient revenue to recover costs in a manner consistent with requirements under Proposition 218. This includes allocating costs to customers and customer classes in a way that correlates the cost of the service incurred by the Agency, and the customers driving the Agency to incur such costs.

3.2 Review Proposed Rate Changes with the Finance and Administration Committee and the Ratepayer Advocate

The staff will review information and assumptions with the Finance and Administration (F&A) Committee. The F&A Committee may engage the Rate Payer Advocate as the proposed rates are developed, and staff shall present a completed draft rate report, including a cost of service study and other necessary supporting information to the F&A Committee.

3.3 The Ratepayer Advocate develops an independent report

The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

3.4 Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

The Board shall consider the rate report and cost of service study, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum rates and charges to be noticed through the Proposition 218 process.

3.5 Proposition 218 Notice

Under Section 2(e), Article XIID of Proposition 218, in order for a user fee or charge to be subject to Proposition 218, it must be for a property related service. A property related service is defined as a public service having a direct relationship to property ownership. Since provision of water for retail purposes is a property related service, property owners and customers are provided the required Proposition 218 notice prior to imposition of new or increased rates for retail water service fees and charges.

The notice shall include the parcels upon which a fee or charge is proposed for imposition. The amount of the fee or charge proposed to be imposed upon each parcel shall be calculated. The Agency shall provide written notice by mail of the proposed fee or charge to the record owner of each identified parcel upon which the fee or charge is proposed for imposition, the amount of the fee or charge proposed to be imposed upon each, the basis upon which the amount of the proposed fee or charge was calculated, the reason for the fee or charge, together

with the date, time, and location of a public hearing on the proposed fee or charge, as well as the summary of the rate proposal, and information as to the availability of documents supporting the proposed rates, including the rate study and the independent report from the Ratepayer Advocate. The Prop 218 Notice shall be provided at least 45 days prior to public hearing and Board meeting for approval of new rates.

3.6 Agency conducts public outreach

The Agency will provide public information and outreach during the 45-day Prop 218 public notice process to communicate with the general public, area residents and businesses, and stakeholders about proposed changes to the Agency's retail water rates. The Agency may utilize public information staff, management, and other pertinent staff and may engage additional public information resources to ensure an effective outreach process takes place.

The overall goals of the public outreach campaign:

- Achieve more effective and broader engagement of the Agency's residents and businesses
- Develop more collaborative and positive working relationships with the public
- Increase public knowledge and understanding of the Agency's mission and the range of services it provides to the community
- Effectively communicate both the cost and the value of water and related services the Agency provides to the community.
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

3.7 Proposition 218 Public Hearing, Report of Written Protests, and Final Board Action

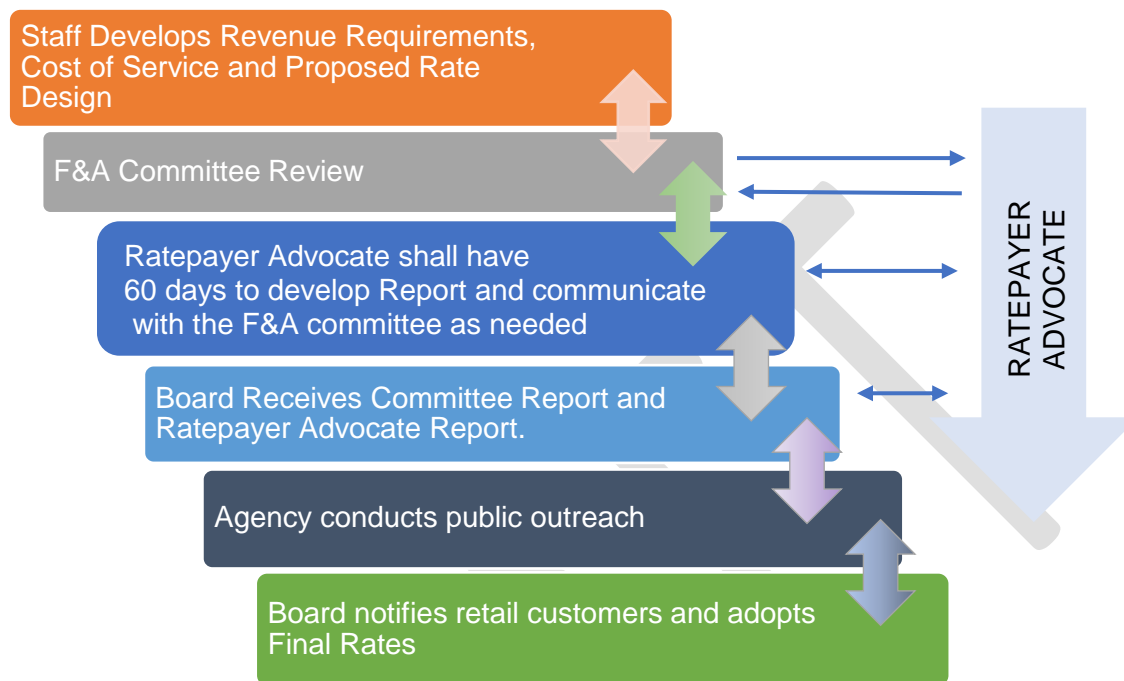
A public hearing shall be held in conjunction with a Board meeting (as noticed above). Staff will present the rate study and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided an opportunity to comment. After the conclusion of the public hearing, staff shall report the number of written protests received during the 45-day period (including any received at the hearing prior to its close) to the Board. If written protests are not submitted by a majority of the property owners or customers of record (with one protest counting per parcel), the Board shall then consider the proposed rate setting item and take action as appropriate.

4.0 Wholesale Rate Setting Process

The wholesale rate currently covers the cost of providing water treatment and delivery of imported water throughout the Agency service area, as well as certain regional water resources and water conservation initiatives, and a portion of Agency administrative expenses. Imported water is sold to each of the retail divisions, as well as Los Angeles County Waterworks District 36. Wholesale revenue requirements and the cost of service study, followed with a rate design

development process, will provide justifiable and equitable methodologies for appropriate user fees that are adequate to cover wholesale operations.

The following are steps in the Agency’s wholesale rate setting process:



4.1 Develop revenue requirements through a rate setting process and propose rate changes

The rate setting process will consist of three primary study components. First, a determination of the adequacy of revenues to meet expenses during the forecast period must be made. The results of the analysis, known as the revenue requirement, is an assessment of the ability of the existing revenue stream to meet the projected financial requirements during the forecast period and, to the extent required, the identification of the magnitude and timing of any required rate adjustments.

Next, a determination of the way the Agency incurs costs is made. The results, known as Cost of Service, are an allocation of costs making up the revenue requirements to determine functional cost categories and customer classes.

Finally, specific rates and charges must be designed which provide sufficient revenue to recover costs in a manner consistent with Proposition 26, including allocation of costs incurred by the Agency to those customers driving the Agency to incur such costs.

4.2 Review Proposed Rate Changes with the Finance and Administration Committee and the Ratepayer Advocate

The staff will review information and assumptions with the Finance and Administration (F&A) Committee and may engage the Ratepayer Advocate as

the proposed rates are developed, and shall present a completed draft rate report, including a cost of service study and other necessary supporting information to the F&A Committee.

4.3 The Ratepayer Advocate develops and independent report

The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

4.4 Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

The Board shall consider the rate study and rate proposal, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum rates and charges to be noticed to the Agency's wholesale customers.

4.5 Agency conducts public outreach

The Agency will provide public information and outreach to communicate with the general public, area residents and businesses, and stakeholders about proposed changes to the Agency's wholesale water rates.

The overall goals of the public outreach campaign:

- Achieve more effective and broader engagement of the Agency's residents and businesses
- Develop more collaborative and positive working relationships with the public
- Increase public knowledge and understanding of the Agency's mission and the range of services it provides to the community
- Effectively communicate both the cost and the value of water and related services the Agency provides to the community
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

4.6 Final Board action

At a Board meeting, staff will present the rate study and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided an opportunity to comment. The Board shall then consider the proposed rate setting item and take action as appropriate.

5.0 Facility Capacity/Connection Fee Process

The Agency is authorized by its enabling legislation and Government Code section 66013 to establish Capacity Charges, referred to as Facility Capacity Fees (FCFs), to acquire, finance or be reimbursed for facilities, works, property, improvements and water supplies for the purpose

of increasing or enlarging existing capacity and facilities. FCFs are charged to future users who connect to the system of one of the Agency’s four retail purveyors. The Agency is further authorized by its enabling legislation and Government Code section 66013 to establish Connection Fees for the costs of making a physical connection to the Agency’s water system.

The following are steps in the Agency’s FCFs and Connection Fees setting process:



5.1 Review of current Agency’s policies and fees

This process for FCFs consists of updating demand forecasts, revising the cost estimates and implementation dates of the capital improvement program components, allocating capital expenditures between existing and future users and among meter sizes, and application of a financial model that generates conceptual debt service issues and calculates FCFs or each meter size. The process for Connection Fees involves an analysis of the physical costs of making a connection to the water system, including parts, time and labor costs.

5.2 Stakeholder Process

As the proposed FCFs and/or Connection Fees are being developed, Agency staff will invite key stakeholders to engage in a technical workgroup to review the information and assumptions used.

5.3 Review Proposed FCFs and/or Connection Fees with the Finance and Administration Committee and the Ratepayer Advocate

The staff will review information and assumptions with the Finance and Administration (F&A) Committee as the proposed fees are developed, and shall present a completed draft report and other necessary supporting information to the F&A Committee.

5.4 The Ratepayer Advocate develops and independent report

The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

5.5 Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

The Board shall consider the Facility Capacity Fee and/or Connection Fee proposal, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum fees to be considered. The information supporting the proposed Facility Capacity Fees and/or Connection Fees shall be made available at least 10 days prior to a meeting at which the fees are considered for adoption. In addition, at least 14 days in advance, notice must be mailed to interested persons who have filed a request for such notice as provided by Government Code section 66016.

5.6 Agency conducts public outreach

The Agency will provide public information and outreach to communicate with the general public, area residences and businesses, and stakeholders about proposed changes to the Agency's Facility Capacity Fees.

The overall goals of the public outreach campaign:

- Achieve more effective and broader engagement of the Agency's residents and businesses
- Develop more collaborative and positive working relationships with the public
- Increase public knowledge and understanding of the Agency's mission and the range of services it provides to the community
- Effectively communicate both the cost and the value of water and related services the Agency provides to the community
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

5.7 Public Meeting and Final Board Action

A public meeting shall be held at least 10 days after information supporting the Facility Capacity Fees and/or Connection Fees has been made publicly available, and at least 14 days after notice has been mailed to interested persons that have requested such notice in accordance with Government Code section 66016. Staff will present the Facility Capacity Fee and/or Connection Fee report and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided opportunity to comment, after which time the Board shall then consider the proposed fee and take action as appropriate.

6.0 Duties and Selection of Ratepayer Advocate

The Board shall solicit the services of a Ratepayer Advocate through a request for proposals and enter into a professional services agreement. The Ratepayer Advocate will review and advise the Board on retail rates, wholesale rates, FCFS, and Connection Fees.

The Ratepayer Advocate shall be independent of any agency staff and report directly to the Board for purposes of its review and recommendations. Eligible firms, teams or individuals shall have sufficient experience and qualifications in the area of public agency rate design, budget preparation and public agency fiscal management. A firm or individual that has participated in any rate or fee setting process of the Agency or its predecessors within the last three (3) years shall not be eligible.

The Ratepayer Advocate shall agree that it presently has no interests, and covenants that it will not acquire any interests, direct or indirect, financial or otherwise, that would conflict with the performance of the duties as the Ratepayer Advocate. The Ratepayer Advocate shall be retained for a fixed period of time of up to three (3) years, comply with the terms and conditions as noted in the Agency's professional services agreement, and shall serve at the pleasure of the Board.

The Agency Act requires that the Ratepayer Advocate shall:

- Advise the Board and provide information to the public before the adoption of new wholesale and retail water service rates and charges, as well as FCFs/Connection Fees. The Ratepayer Advocate will prepare a written report.
- Report directly to the Board and shall be independent from Agency staff.
- Advocate on behalf of customers within the Agency's boundaries to the Board.
- Have access to all pertinent Agency documents and information to independently advise the Board and inform the public

The Board's Request for Proposals may include a request for the proposed approach and process a prospective Ratepayer Advocate would suggest to fulfill these functions.

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Santa Clarita Valley Water Agency
Rate Setting Process and Ratepayer Advocate
(Redlines Version)

The Santa Clarita Valley Water Agency (Agency) is committed to a transparent, public rate setting process guided by the principles set forth by the Agency's board of directors, enabling Act, and other applicable laws.

The Santa Clarita Valley Water Agency Act (Agency Act) provides that the SCV Water Board of Directors (Board) shall develop a rate setting process by January 1, 2019 that includes an independent ratepayer advocate to advise the Board and provide information to the public before the adoption of new wholesale and retail water service rates and charges. The ratepayer advocate shall be selected by and report directly to the Board and shall be independent from Agency staff. The Board may not eliminate the position before January 1, 2023. After such date, the Board may eliminate the position.

1.0 Background

The Agency has developed this rate setting process that includes an independent ratepayer advocate function consistent with the Agency Act, (Section 14(b)–14(d)), and in conformance with the approved settlement agreement between the former Newhall County Water District and former Castaic Lake Water Agency. The Agency Act provides a number of specific parameters and also directs the Board to adopt any necessary rules and procedures to further define the role of the ratepayer advocate.

Public water providers already have to comply with the procedural requirements of Proposition 218 for certain rates and charges, which require noticing to ratepayers and property owners, a public hearing, and protest proceedings. Rates for wholesale charges imposed by local governments are subject to Proposition 26. In addition, there are other statutes that have procedures and principles that must be followed in developing and approving certain kinds of rates and charges.

Furthermore, the Local Agency Formation Commission for the County of Los Angeles (LAFCO) adopted certain conditions that apply to the Agency and one condition relates to the ratepayer advocate. Specifically, condition 19 provides (consistent with the Agency Act) that the Board shall submit any proposed retail water rate changes to the Ratepayer Advocate. It also provides for publication of documentation concerning any findings, conclusions, reports and/or similar determinations by the Ratepayer Advocate to the Agency website at least 30 calendar days in advance of any proposed Board adoption of revised retail water rates.

2.0 Guiding Rate Setting Principles

While the individual rates for each division may vary based on a variety of factors, the development of rates ~~should, for the most part, will~~ be consistent with general rate-making principles set forth in utility rate-making practice, such as the AWWA M1 manual. In general, rates designed should:

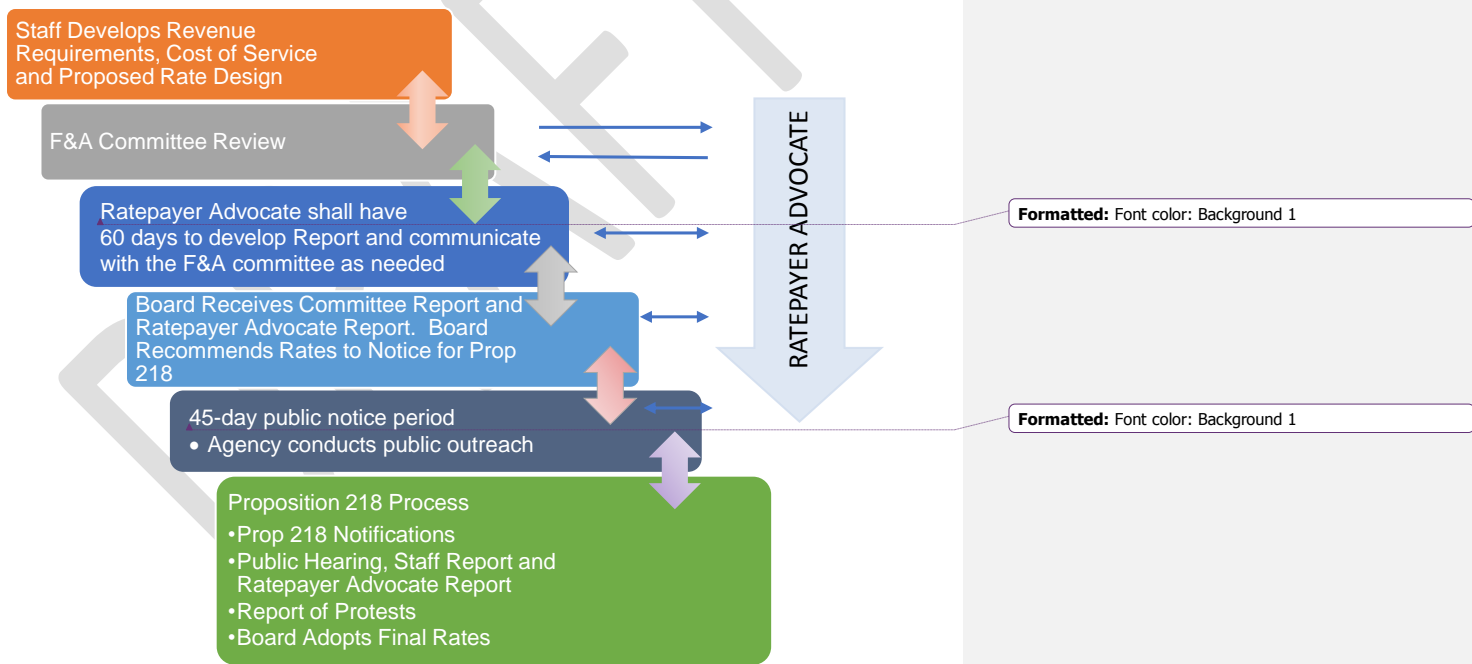
- 2.1 Generate a stable rate revenue stream which, when combined with other sources of funds, is sufficient to meet the financial requirements and goals of the Agency

- 2.2 Be fair and equitable – that is, they should generate revenue from customer classes which is reasonably in proportion to the cost to provide service to that customer class
- 2.3 Be responsive to Agency and stakeholder objectives
- 2.4 Be easy to understand by customers
- 2.5 Be easy to administer by the Agency
- 2.6 Encourage efficient use and conservation of water

3.0 Retail Rate Setting Process (Proposition 218)

The Agency desires to ensure that, to the extent practical, we recover from each customer the cost of providing service to that customer. One of the main reasons why the Agency must follow the rate setting process is to ensure that the rates are equitably distributed between every customer. At the same time, it is also the Agency’s responsibility to make sure that those rates help to keep the Agency financially stable.

The following are steps in the Agency’s retail rate setting process:



- 3.1 Develop revenue requirements through a rate setting process and propose rate changes

The rate setting process will consist of three primary study components. First, a projection of expenses and determination of the adequacy of revenues to meet expenses during the forecast period must be made. The results of the analysis,

known as the revenue requirement, is an assessment of the ability of the existing revenue stream to meet the projected financial requirements during the forecast period and, to the extent required, the identification of the magnitude and timing of any required rate adjustments.

Next, a determination of the way the Agency incurs costs is made. The results, known as Cost of Service, are an allocation of costs making up the revenue requirements to determine functional cost categories and customer classes.

Finally, specific rates and charges must be designed which provide sufficient revenue to recover costs in a manner consistent with requirements under Proposition 218. This includes allocating costs to customers and customer classes in a way that correlates the cost of the service incurred by the Agency, and the customers driving the Agency to incur such costs.

3.2 Review Proposed Rate Changes with the Finance and Administration Committee and the Ratepayer Advocate

The staff will review information and assumptions with the Finance and Administration (F&A) Committee. The F&A Committee may engage the Rate Payer Advocate as the proposed rates are developed, and staff shall present a completed draft rate report, including a cost of service study and other necessary supporting information to the F&A Committee. ~~The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.~~

3.3 The Ratepayer Advocate develops an independent report

The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

~~3.3.4~~ Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

The Board shall consider the rate report and cost of service study, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum rates and charges to be noticed through the Proposition 218 process.

~~3.4.3.5~~ Proposition 218 Notice

Under Section 2(e), Article XIID of Proposition 218, in order for a user fee or charge to be subject to Proposition 218, it must be for a property related service. A property related service is defined as a public service having a direct relationship to property ownership. Since provision of water for retail purposes is a property related service, property owners and customers are provided the

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required Proposition 218 notice prior to imposition of new or increased rates for retail water service fees and charges.

The notice shall include the parcels upon which a fee or charge is proposed for imposition. The amount of the fee or charge proposed to be imposed upon each parcel shall be calculated. The Agency shall provide written notice by mail of the proposed fee or charge to the record owner of each identified parcel upon which the fee or charge is proposed for imposition, the amount of the fee or charge proposed to be imposed upon each, the basis upon which the amount of the proposed fee or charge was calculated, the reason for the fee or charge, together with the date, time, and location of a public hearing on the proposed fee or charge, as well as the summary of the rate proposal, and information as to the availability of documents supporting the proposed rates, including the rate study and the independent report from the Ratepayer Advocate. The Prop 218 Notice shall be provided at least 45 days prior to public hearing and Board meeting for approval of new rates.

3.6 Agency conducts public outreach

The Agency will provide public information and outreach during the 45-day Prop 218 public notice process to communicate with the general public, area residents and businesses, and stakeholders about proposed changes to the Agency's retail water rates. The Agency may utilize public information staff, management, and other pertinent staff and may engage additional public information resources to ensure an effective outreach process takes place.

The overall goals of the public outreach campaign:

- Achieve more effective and broader engagement of the Agency's residents and businesses
- Develop more collaborative and positive working relationships with the public
- Increase public knowledge and understanding of the Agency's mission and the range of services it provides to the community
- Effectively communicate both the cost and the value of water and related services the Agency provides to the community.
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

3.53.7 Proposition 218 Public Hearing, Report of Written Protests, and Final Board Action

A public hearing shall be held in conjunction with a Board meeting (as noticed above). Staff will present the rate study and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided an opportunity to comment. After the conclusion of the public hearing, staff shall report the number of written protests received during the 45-day period (including any received at the hearing prior to its close) to the Board. If written protests are not submitted by a majority of the property owners or customers of record (with one

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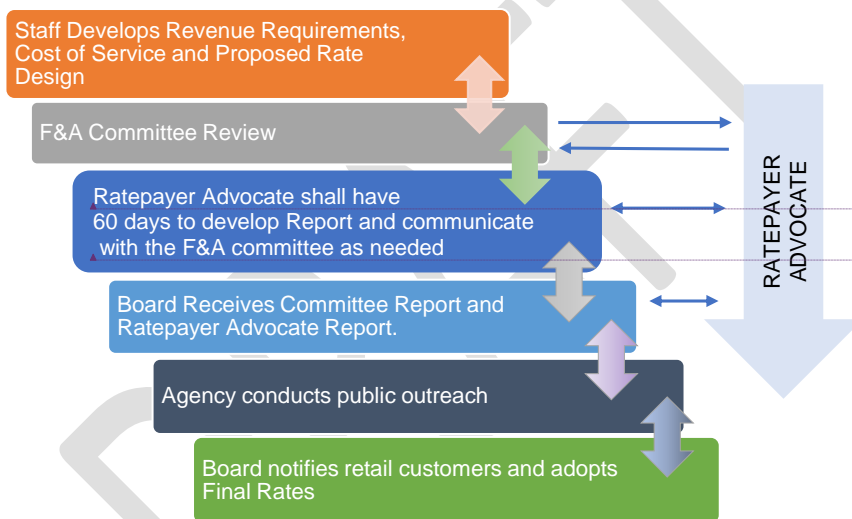
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protest counting per parcel), the Board shall then consider the proposed rate setting item and take action as appropriate.

4.0 Wholesale Rate Setting Process

The wholesale rate currently covers the cost of providing water treatment and delivery of imported water throughout the Agency service area, as well as certain regional water resources and water conservation initiatives, and a portion of Agency administrative expenses. Imported water is sold to each of the retail divisions, as well as Los Angeles County Waterworks District 36. Wholesale revenue requirements and the cost of service study, followed with a rate design development process, will provide justifiable and equitable methodologies for appropriate user fees that are adequate to cover wholesale operations.

The following are steps in the Agency's wholesale rate setting process:



4.1 Develop revenue requirements through a rate setting process and propose rate changes

The rate setting process will consist of three primary study components. First, a determination of the adequacy of revenues to meet expenses during the forecast period must be made. The results of the analysis, known as the revenue requirement, is an assessment of the ability of the existing revenue stream to meet the projected financial requirements during the forecast period and, to the extent required, the identification of the magnitude and timing of any required rate adjustments.

Next, a determination of the way the Agency incurs costs is made. The results, known as Cost of Service, are an allocation of costs making up the revenue requirements to determine functional cost categories and customer classes.

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Finally, specific rates and charges must be designed which provide sufficient revenue to recover costs in a manner consistent with Proposition 26, including allocation of costs incurred by the Agency to those customers driving the Agency to incur such costs.

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4.2 Review Proposed Rate Changes with the Finance and Administration Committee and the Ratepayer Advocate

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The staff will review information and assumptions with the Finance and Administration (F&A) Committee and may engage the Ratepayer Advocate as the proposed rates are developed, and shall present a completed draft rate report, including a cost of service study and other necessary supporting information to the F&A Committee.

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4.3 The Ratepayer Advocate develops and independent report

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The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

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4.34 Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

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The Board shall consider the rate study and rate proposal, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum rates and charges to be noticed to the Agency's wholesale customers.

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4.5 -Agency conducts public outreach

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The Agency will provide public information and outreach to communicate with the general public, area residents and businesses, and stakeholders about proposed changes to the Agency's wholesale water rates.

The overall goals of the public outreach campaign:

- Achieve more effective and broader engagement of the Agency's residents and businesses
- Develop more collaborative and positive working relationships with the public
- Increase public knowledge and understanding of the Agency's mission and the range of services it provides to the community
- Effectively communicate both the cost and the value of water and related services the Agency provides to the community.
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

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4.46 Final Board action

At a Board meeting, staff will present the rate study and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided an opportunity to comment. The Board shall then consider the proposed rate setting item and take action as appropriate.

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5.0 Facility Capacity/Connection Fee Process

The Agency is authorized by its enabling legislation and Government Code section 66013 to establish Capacity Charges, referred to as Facility Capacity Fees (FCFs), to acquire, finance or be reimbursed for facilities, works, property, improvements and water supplies for the purpose of increasing or enlarging existing capacity and facilities. FCFs are charged to future users who connect to the system of one of the Agency's four retail purveyors. The Agency is further authorized by its enabling legislation and Government Code section 66013 to establish Connection Fees for the costs of making a physical connection to the Agency's water system.

The following are steps in the Agency's FCFs and Connection Fees setting process:



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5.1 Review of current Agency's policies and fees

This process for FCFs consists of updating demand forecasts, revising the cost estimates and implementation dates of the capital improvement program components, allocating capital expenditures between existing and future users and among meter sizes, and application of a financial model that generates conceptual debt service issues and calculates FCFs for each meter size. The process for Connection Fees involves an analysis of the physical costs of making a connection to the water system, including parts, time and labor costs.

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5.32 Stakeholder Process

As the proposed FCFs and/or Connection Fees are being developed, Agency staff will invite key stakeholders to engage in a technical workgroup to review the information and assumptions used.

5.23 Review Proposed FCFs and/or Connection Fees with the Finance and Administration Committee and the Ratepayer Advocate

The staff will review information and assumptions with the Finance and Administration (F&A) Committee as the proposed fees are developed, and shall present a completed draft report and other necessary supporting information to the F&A Committee.

5.4 The Ratepayer Advocate develops and independent report

The Ratepayer Advocate shall review the report, ask for any clarifying or supporting information needed from staff or the F&A Committee, and prepare an independent analysis and report that will also be forwarded to the Board. The Ratepayer Advocate shall have at least 60 days to complete this work.

~~5.3 Stakeholder Process~~

~~As the proposed FCFs and/or Connection Fees are being developed, Agency staff will invite key stakeholders to engage in a technical workgroup to review the information and assumptions used.~~

5.54 Board Considers Rate Report, Cost of Service Study, and Ratepayer Advocate Report and Public Presentation

The Board shall consider the Facility Capacity Fee and/or Connection Fee proposal, as well as the Ratepayer Advocate's independent report and presentation, as well as any public comments. The Board will then recommend the maximum fees to be considered. The information supporting the proposed Facility Capacity Fees and/or Connection Fees shall be made available at least 10 days prior to a meeting at which the fees are considered for adoption. In addition, at least 14 days in advance, notice must be mailed to interested persons who have filed a request for such notice as provided by Government Code section 66016.

5.6 Agency conducts public outreach

The Agency will provide public information and outreach to communicate with the general public, area residences and businesses, and stakeholders about proposed changes to the Agency's Facility Capacity Fees.

The overall goals of the public outreach campaign:

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- Achieve more effective and broader engagement of the Agency's residents and businesses
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- Effectively communicate both the cost and the value of water and related services the Agency provides to the community.
- Ensure the Agency is an adaptive organization that uses the latest methods for outreach

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5.57 Public Meeting and Final Board Action

A public meeting shall be held at least 10 days after information supporting the Facility Capacity Fees and/or Connection Fees has been made publicly available, and at least 14 days after notice has been mailed to interested persons that have requested such notice in accordance with Government Code section 66016. Staff will present the Facility Capacity Fee and/or Connection Fee report and proposal. The Ratepayer Advocate shall present its independent report. The public will be provided opportunity to comment, after which time the Board shall then consider the proposed fee and take action as appropriate.

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6.0 Duties and Selection of Ratepayer Advocate

The Board shall solicit the services of a Ratepayer Advocate through a request for proposals and enter into a professional services agreement. The Ratepayer Advocate will review and advise the Board on retail rates, wholesale rates, FCFS, and Connection Fees.

The Ratepayer Advocate shall be independent of any agency staff and report directly to the Board for purposes of its review and recommendations. Eligible firms, teams or individuals shall have sufficient experience and qualifications in the area of public agency rate design, budget preparation and public agency fiscal management. A firm or individual that has participated in any rate or fee setting process of the Agency or its predecessors within the last three (3) years shall not be eligible.

The Ratepayer Advocate shall agree that it presently has no interests, and covenants that it will not acquire any interests, direct or indirect, financial or otherwise, that would conflict with the performance of the duties as the Ratepayer Advocate. The Ratepayer Advocate shall be retained for a fixed period of time of up to three (3) years, comply with the terms and conditions as noted in the Agency's professional services agreement, and shall serve at the pleasure of the Board.

The Agency Act requires that the Ratepayer Advocate shall:

- Advise the Board and provide information to the public before the adoption of new wholesale and retail water service rates and charges, as well as FCFs/Connection Fees. The Ratepayer Advocate will prepare a written report.
- Report directly to the Board and shall be independent from Agency staff.

- Advocate on behalf of customers within the Agency's boundaries to the Board.
- Have access to all pertinent Agency documents and information to independently advise the Board and inform the public

The Board's Request for Proposals may include a request for the proposed approach and process a prospective Ratepayer Advocate would suggest to fulfill these functions.

DRAFT



COMMITTEE MEMORANDUM

DATE: October 8, 2018
TO: Finance and Administration Committee
FROM: Beverly Johnson *BJ*
Director of Finance
SUBJECT: Review Valencia Water Company January 22, 2018 and December 31, 2017
Financial Statements

DISCUSSION

Attached for the Finance and Administration Committee's review are the Valencia Water Company January 22, 2018 and December 31, 2017 Financial Statements.

BJ

Attachment

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Valencia Water Company

Financial Statements as of January 22, 2018,
December 31, 2017, and December 31, 2016,
and for the Period from January 1, 2018 to
January 22, 2018 and Years Ended December 31,
2017 and December 31, 2016, and
Independent Auditors' Report

VALENCIA WATER COMPANY

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Valencia Water Company
Valencia, California

We have audited the accompanying financial statements of Valencia Water Company (the "Company"), which comprise the balance sheets as of January 22, 2018, December 31, 2017, and December 31, 2016, and the related statements of income, changes in stockholder's equity, and cash flows for the period from January 1, 2018 to January 22, 2018 and the years ended December 31, 2017 and 2016, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Company as of January 22, 2018, December 31, 2017, and December 31, 2016, and the results of its operations and its cash flows for the period from January 1, 2018 to January 22, 2018 and the years ended December 31, 2017 and 2016 in accordance with accounting principles generally accepted in the United States of America.

Deloitte + Touche LLP

May 4, 2018

VALENCIA WATER COMPANY

BALANCE SHEETS

AS OF JANUARY 22, 2018, DECEMBER 31, 2017, AND DECEMBER 31, 2016

(In thousands)

	January 22, 2018	December 31, 2017	December 31, 2016
ASSETS			
CURRENT ASSETS:			
Cash and cash equivalents	\$ 7,017	\$ 7,003	\$ 5,455
Investments	9,262	9,262	8,778
Metered, unbilled, and other receivables—net of allowances for doubtful accounts of \$41 in 2018, \$44 in 2017, and \$39 in 2016	4,115	4,120	3,078
Materials and supplies	410	423	412
Income tax receivable		737	
Total current assets	<u>20,804</u>	<u>21,545</u>	<u>17,723</u>
UTILITY AND GENERAL PLANT ASSETS:			
Land and buildings	3,809	3,809	3,809
Wells	11,091	11,091	11,091
Pumping equipment	9,232	9,232	9,232
Transmission and distribution system	143,454	143,381	140,768
General plant	6,616	6,616	6,166
Construction in progress	4,130	3,868	3,492
Total utility and general plant assets	178,332	177,997	174,558
Accumulated depreciation and amortization	<u>(76,305)</u>	<u>(76,027)</u>	<u>(71,537)</u>
Utility and general plant assets—net	<u>102,027</u>	<u>101,970</u>	<u>103,021</u>
DEFERRED TAX ASSETS—State		<u>111</u>	<u>293</u>
OTHER ASSETS	<u>315</u>	<u>665</u>	<u>845</u>
TOTAL	<u>\$123,146</u>	<u>\$124,291</u>	<u>\$121,882</u>

(Continued)

VALENCIA WATER COMPANY

BALANCE SHEETS

AS OF JANUARY 22, 2018, DECEMBER 31, 2017, AND DECEMBER 31, 2016

(In thousands)

	January 22, 2018	December 31, 2017	December 31, 2016
LIABILITIES AND STOCKHOLDER'S EQUITY			
CURRENT LIABILITIES:			
Accounts payable and accrued liabilities	\$ 2,788	\$ 2,928	\$ 2,304
Income taxes payable (Note 5)	8,573		911
Advances for construction—current portion	692	692	692
Secured notes payable—current (Note 4)	<u>23,793</u>	<u>23,789</u>	<u> </u>
Total current liabilities	<u>35,846</u>	<u>27,409</u>	<u>3,907</u>
LONG-TERM LIABILITIES:			
Secured notes payable (Note 4)			23,744
Advances for construction—less current portion	7,517	7,517	8,210
Deferred revenue	965	967	559
Net deferred tax liabilities (Note 5)		3,427	4,719
Deposits held for construction	<u>3,102</u>	<u>3,080</u>	<u>3,534</u>
Total long-term liabilities	<u>11,584</u>	<u>14,991</u>	<u>40,766</u>
Total liabilities	<u>47,430</u>	<u>42,400</u>	<u>44,673</u>
CONTRIBUTIONS IN AID OF CONSTRUCTION	<u>50,675</u>	<u>50,808</u>	<u>50,982</u>
COMMITMENTS AND CONTINGENCIES (Note 8)			
STOCKHOLDER'S EQUITY:			
Common stock, \$100 par value—authorized, 50,000 shares; issued, 15,365 shares	1,537	1,537	1,537
Paid-in capital	6,207	6,207	6,207
Retained earnings	<u>17,297</u>	<u>23,339</u>	<u>18,483</u>
Total stockholder's equity	<u>25,041</u>	<u>31,083</u>	<u>26,227</u>
TOTAL	<u>\$123,146</u>	<u>\$124,291</u>	<u>\$121,882</u>

See notes to financial statements.

(Concluded)

VALENCIA WATER COMPANY

STATEMENTS OF INCOME

FOR THE PERIOD FROM JANUARY 1, 2018 THROUGH JANUARY 22, 2018
AND YEARS ENDED DECEMBER 31, 2017 AND DECEMBER 31, 2016

(In thousands)

	January 22, 2018	December 31, 2017	December 31, 2016
WATER UTILITY REVENUES	<u>\$ 1,680</u>	<u>\$31,685</u>	<u>\$27,535</u>
OPERATING EXPENSES:			
Purchased water (Note 7)	605	9,362	7,462
Purchased power	98	1,827	1,823
Operations and maintenance	389	6,038	5,661
General and administrative	383	4,443	4,419
Property taxes	15	181	193
Depreciation and amortization	<u>145</u>	<u>2,742</u>	<u>2,746</u>
Total operating expenses	<u>1,635</u>	<u>24,593</u>	<u>22,304</u>
OPERATING INCOME	<u>45</u>	<u>7,092</u>	<u>5,231</u>
OTHER (EXPENSE) INCOME:			
Interest expense	(96)	(1,161)	(1,161)
Interest income	1	107	38
Other	<u>2</u>	<u>29</u>	<u>7</u>
Total other expense—net	<u>(93)</u>	<u>(1,025)</u>	<u>(1,116)</u>
INCOME BEFORE INCOME TAXES	(48)	6,067	4,115
INCOME TAXES (Note 5)	<u>5,994</u>	<u>412</u>	<u>1,527</u>
NET (LOSS) INCOME	<u>\$(6,042)</u>	<u>\$ 5,655</u>	<u>\$ 2,588</u>

See notes to financial statements.

VALENCIA WATER COMPANY

STATEMENTS OF CHANGES IN STOCKHOLDER'S EQUITY FOR THE PERIOD FROM JANUARY 1, 2018 THROUGH JANUARY 22, 2018 AND YEARS ENDED DECEMBER 31, 2017 AND DECEMBER 31, 2016 (In thousands)

	Common Stock	Paid-In Capital	Retained Earnings	Total Stockholder's Equity
BALANCE—January 1, 2016	\$1,537	\$6,207	\$16,694	\$24,438
Net income			2,588	2,588
Dividends—common stock (Note 6)	_____	_____	____(799)	____(799)
BALANCE—December 31, 2016	1,537	6,207	18,483	26,227
Net income			5,655	5,655
Dividends—common stock (Note 6)	_____	_____	____(799)	____(799)
BALANCE—December 31, 2017	1,537	6,207	23,339	31,083
Net loss	_____	_____	____(6,042)	____(6,042)
BALANCE—January 22, 2018	<u>\$1,537</u>	<u>\$6,207</u>	<u>\$17,297</u>	<u>\$25,041</u>

See notes to financial statements.

VALENCIA WATER COMPANY

STATEMENTS OF CASH FLOWS

FOR THE PERIOD FROM JANUARY 1, 2018 THROUGH JANUARY 22, 2018
AND YEARS ENDED DECEMBER 31, 2017 AND DECEMBER 31, 2016

(In thousands)

	January 22, 2018	December 31, 2017	December 31, 2016
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net (loss) income	\$(6,042)	\$ 5,655	\$ 2,588
Adjustments to reconcile net income to net cash provided by operating activities:			
Depreciation and amortization	145	2,742	2,746
Deferred income taxes	(3,316)	(1,110)	72
Amortization of deferred financing costs	4	45	45
Amortization of deferred revenue	(2)	(29)	(18)
Changes in assets and liabilities:			
Changes in metered, unbilled, and other receivables	5	(1,042)	(466)
Changes in materials and supplies	13	(11)	5
Changes in income taxes receivable	737	(737)	-
Changes in other assets	350	180	71
Changes in accounts payable and accrued liabilities	(232)	482	236
Changes in income taxes payable	<u>8,573</u>	<u>(911)</u>	<u>415</u>
Net cash provided by operating activities	<u>235</u>	<u>5,264</u>	<u>5,694</u>
CASH FLOWS FROM INVESTING ACTIVITIES:			
Purchase of investments		(17,418)	(19,708)
Sale of investments		16,934	13,730
Acquisition of utility and general plant assets	<u>(243)</u>	<u>(3,478)</u>	<u>(2,379)</u>
Net cash used in investing activities	<u>(243)</u>	<u>(3,962)</u>	<u>(8,357)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:			
Refunds of advances for construction		(693)	(696)
Deposits held for construction received	22	1,611	1,182
Contributions in aid of construction received		127	
Dividends paid		<u>(799)</u>	<u>(799)</u>
Net cash (used in) provided by financing activities	<u>22</u>	<u>246</u>	<u>(313)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	14	1,548	(2,976)
CASH AND CASH EQUIVALENTS—Beginning of period	<u>7,003</u>	<u>5,455</u>	<u>8,431</u>
CASH AND CASH EQUIVALENTS—End of period	<u>\$ 7,017</u>	<u>\$ 7,003</u>	<u>\$ 5,455</u>

(Continued)

VALENCIA WATER COMPANY

STATEMENTS OF CASH FLOWS FOR THE PERIOD FROM JANUARY 1, 2018 THROUGH JANUARY 22, 2018 AND YEARS ENDED DECEMBER 31, 2017 AND DECEMBER 31, 2016 (In thousands)

	January 22, 2018	December 31, 2017	December 31, 2016
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:			
Interest paid	<u>\$ -</u>	<u>\$ 1,109</u>	<u>\$ 1,109</u>
Income taxes paid	<u>\$ -</u>	<u>\$ 3,171</u>	<u>\$ 1,040</u>
SUPPLEMENTAL DISCLOSURES OF NONCASH INVESTING AND FINANCING ACTIVITIES:			
Amortization of contributions in aid of construction and related reduction to net utility and general plant assets	<u>\$ 133</u>	<u>\$ 1,929</u>	<u>\$ 1,916</u>
Transfers of deposits held for construction to contributions in aid of construction	<u>\$ -</u>	<u>\$ 1,629</u>	<u>\$ 511</u>
Liabilities accrued for the purchase of utility and general plant assets	<u>\$ 264</u>	<u>\$ 172</u>	<u>\$ 30</u>
See notes to financial statements.			(Concluded)

VALENCIA WATER COMPANY

NOTES TO FINANCIAL STATEMENTS AS OF AND FOR THE PERIOD ENDED JANUARY 22, 2018, AND YEARS ENDED DECEMBER 31, 2017 AND 2016

1. ORGANIZATION AND DESCRIPTION OF THE REPORTING ENTITY

Valencia Water Company (the "Company") was incorporated on April 7, 1954, in the state of California. The Company provides potable water service to approximately 31,000 customers within an area encompassing a portion of the incorporated City of Santa Clarita and within the surrounding unincorporated communities of Castaic, Newhall, Saugus, Stevenson Ranch, and Valencia in northern Los Angeles County.

On December 21, 2012, Castaic Lake Water Agency ("Castaic") acquired all of the Company's common stock from The Newhall Land and Farming Company, a California limited partnership ("Newhall Land"), by an action of eminent domain. Castaic is a public water wholesaler that provides water from the California State Water Project to the Company and other water retailers in the Santa Clarita Valley.

On January 22, 2018, the Company was dissolved in accordance with California Senate Bill 634 ("SB634"). These financial statements reflect balances immediately before the dissolution. SB634 is the implementing legislation for the formation of the Santa Clarita Valley Water Agency ("SCV Water"), and provides that the Company be dissolved and that all of the Company's assets, property, liabilities and indebtedness be transitioned to SCV Water, which will thereafter provide water service to the customers of the Company. The Plan of Dissolution was approved by the Company's Board of Directors at a special meeting on December 28, 2017. Subsequent to the dissolution, the former Company is accounted for as an enterprise fund, called the Valencia Water Division, within the new SCV Water.

The Company's water supply consists of local ground water, purchases of water from Castaic, and a minor amount of recycled water to serve nonpotable landscape irrigation services. The mix of groundwater, purchased water, and recycled water was 43%, 56%, and 1%, respectively, for the period ended January 22, 2018; 36%, 63%, and 1%, respectively, in 2017, and 58%, 40%, and 2%, respectively, in 2016.

2. REGULATORY MATTERS

Rate changes by the Company are subject to the Board of Directors' approval. The Board of Directors approved a 6.3% general rate increase, which took effect on January 1, 2018, followed by subsequent increases of 6.3% to be effective on January 1, 2019 and January 1, 2020. The Board of Directors approved a 7.62% general rate increase, which took effect on May 1, 2015, followed by subsequent increases of 4.37% and 2.32% effective as of January 1, 2016, and January 1, 2017, respectively. Additionally, the Board of Directors approved a revenue adjustment surcharge effective October 1, 2016, which is expected to remain in effect until late-2018.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation—The financial statements of the Company are presented in conformity with accounting principles generally accepted in the United States of America.

Management Estimates—The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, and expenses; disclosure of contingent assets or liabilities as of the date of the financial statements; and reported amounts of changes in stockholder's equity during the reporting period. Actual results could differ from those estimates. Significant accounting estimates reflected in the Company's financial statements include depreciation and unbilled revenues.

Revenue Recognition—Water utility revenues include amounts billed monthly to customers and unbilled revenue of \$1,226,000 for the period ended January 22, 2018, \$2,077,000, and \$2,223,000 for the years ended December 31, 2017 and 2016, respectively, based on estimated usage from the last meter-reading date to period end at current rates. Water utility revenues are recognized as water is delivered to the customer.

Cash and Cash Equivalents—Included in cash and cash equivalents are short-term investments that have original maturity dates of three months or less. The carrying amounts of these short-term investments approximate fair value due to their short-term nature. The Company has its cash and cash equivalents on deposit with banks, which are insured by the Federal Deposit Insurance Corporation up to \$250,000 per financial institution. At various times during the period ended January 22, 2018, and years ended December 31, 2017 and 2016, the Company maintained balances in excess of insured amounts.

Investments—Included in investments are certificates of deposit with banks, which are insured by the Federal Deposit Insurance Corporation up to \$250,000 per financial institution, and investments in commercial paper with original maturity dates ranging from 3 months to one year.

Utility and General Plant Assets—The cost of additions, renewals, and betterments to utility and general plant assets is capitalized in the appropriate plant accounts. Costs include labor, material, and other direct and certain indirect charges. The cost of utility and general plant assets retired or otherwise disposed of, including removal costs, is charged to accumulated depreciation. Depreciation is recorded primarily on a straight-line basis over the assets' useful lives (40 years for buildings, 30 years for wells, 20 years for pumping equipment, 20 to 40 years for transmission and distribution system, and 7 to 20 years for general plant) and was equivalent to approximately 3% of depreciable utility and general plant assets for the period ended January 22, 2018, and years ended December 31, 2017 and 2016.

Expenditures that materially increase the lives of utility and general plant assets are capitalized, while costs of maintenance and repairs are charged to expense as incurred.

The Company reviews its investments in long-lived assets whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. If, after review, an asset is determined to be impaired, an impairment loss in the amount by which the carrying amount of the asset exceeds its fair value is recorded. There were no impairment losses recorded during the period ended January 22, 2018, or the years ended December 31, 2017 and 2016.

Other Assets—Other assets include prepaid expenses related primarily to property and liability insurance policies.

Advances for Construction—Advances for construction represent cash received from developers by the Company for extensions of the Company’s distribution system. Advance contracts are generally refundable to the depositor at a rate of 2.5% each year over a 40-year period and do not bear interest. The Company expects to repay approximately \$692,000 in advances in each year from 2018 through 2022, with the remaining \$4,749,000 in advances due in years thereafter.

Contributions in Aid of Construction—Contributions in aid of construction are nonrefundable contributions received by the Company in cash, services, or property, primarily from developers for the purpose of constructing utility plant assets. Depreciation applicable to such utility plant assets is charged directly to the contributions in aid of construction account rather than to depreciation expense in the statements of income. The charges continue until the cost applicable to such utility plant assets has been fully depreciated or the asset is retired. Although the contribution remains on the Company’s financial statements until the asset is fully depreciated, the Company has no future obligations to these developers for the contribution other than general maintenance of the utility plant assets. Accordingly, contributions in aid of construction have not been classified as a liability or as equity in the accompanying financial statements.

As certain contributions in aid of construction received by the Company in cash are taxable, the Company collects an additional amount above the cost of the related utility plant (an income tax gross-up component). This additional amount received by the Company is recorded as deferred revenue on the balance sheets and recognized as revenue over the estimated useful life of the related utility plant.

Deposits Held for Construction—Deposits held for construction represent cash received by the Company for extensions of the Company’s distribution system. Deposits are based on the estimated cost to construct the extension of the Company’s distribution system. When construction of these assets is complete, they become part of the Company’s distribution system and are accounted for as advances for construction or contributions in aid of construction, depending on the terms of the agreement.

Income Taxes—The Company uses the asset and liability method of accounting for income taxes. This method requires the recognition of tax consequences of temporary differences between tax bases and financial reporting bases of assets and liabilities.

Recent Accounting Pronouncements—In May 2014, the FASB issued ASU No. 2014-09, *Revenue from Contracts with Customers*, which requires an entity to recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. ASU No. 2014-09 supersedes most existing revenue recognition guidance, including industry-specific revenue recognition guidance. In August 2015, the FASB issued ASU No. 2015-14, *Revenue from Contracts with Customers*, which deferred the effective date of ASU No. 2014-09 by one year to annual reporting periods beginning after December 15, 2018 for private entities. Further, the application of ASU No. 2014-09 permits the use of either the full retrospective or cumulative effect transition approach. Early adoption is permitted for fiscal years beginning after December 15, 2016. The Company will adopt ASU No. 2014-09 on January 1, 2019. The Company has not yet selected a transition method nor has it determined the impact the adoption of ASU No. 2014-09 will have on its financial statements, if any.

In February 2016, the FASB issued ASU No. 2016-02, *Leases*. This ASU requires that lessees recognize assets and liabilities for leases with lease terms greater than twelve months in the balance sheet and also requires improved disclosures to help users of financial statements better understand the amount, timing and uncertainty of cash flows arising from leases. This update is effective for fiscal years beginning after December 15, 2019. Early adoption is permitted. The Company is in the process of assessing the impact that the adoption of this ASU will have on its financial statements.

4. SECURED NOTES PAYABLE

On June 1, 2010, the Company entered into a \$12,000,000 senior secured note with Modern Woodmen of America ("Modern Woodmen"). On September 15, 2010, the Company entered into an additional \$12,000,000 senior secured note with Modern Woodmen (collectively, the "Senior Secured Notes"). The Senior Secured Notes are secured by all of the Company's assets. Interest is payable semiannually on April 15 and October 15 at a fixed rate of 4.62% per annum. The Senior Secured Notes contain various financial covenants with which the Company was in compliance as of January 22, 2018, and December 31, 2017 and 2016. There are no principal payments due until the Senior Secured Notes mature on September 15, 2022. Debt issuance costs of \$555,000 have been capitalized and are amortized over the life of the loan. The balance of the note has been reduced by the unamortized balance of the debt financing costs of \$207,000, \$211,000, and \$256,000 as of January 22, 2018, December 31, 2017, and December 31, 2016, respectively. In connection with the dissolution of the Company, the Senior Secured Notes were paid off on January 25, 2018.

5. INCOME TAXES

In connection with the dissolution of the Company, the Internal Revenue Code requires that the Company's corporate dissolution be treated as a deemed sale of the Company's assets and liabilities at estimated fair market value. As of January 22, 2018, the estimated fair market value of the Company's assets and liabilities were significantly greater than the tax carrying value of the Company's assets and liabilities. The resulting liquidation tax is assessed on the Company and is due with the Company's final corporate tax return for the period ended January 22, 2018. The liquidation tax payable is reported as a current liability on the Company's January 22, 2018 balance sheet and the resulting income tax expense is reported as an expense on the statement of operations for the period ended January 22, 2018.

In addition, on December 22, 2017, the U.S. government enacted comprehensive tax legislation commonly referred to as the Tax Cuts and Jobs Act (the "TCJA"). The TCJA makes broad and complex changes to the U.S. tax code, including, but not limited to, reducing the U.S. statutory corporate income tax rate from 35 percent to 21 percent, effective January 1, 2018. U.S. GAAP requires that deferred income tax assets and liabilities be re-measured at the income tax rate expected to apply when those temporary differences reverse, and that the effects of any change to such income tax rate be recognized in the period when the change was enacted. In connection with the Company's initial analysis of the impact of the TCJA, the Company recorded a discrete net tax benefit of \$2,054,900 in the year ended December 31, 2017. This net benefit is primarily due to the re-measurement of the Company's existing deferred tax assets and liabilities.

The SEC staff issued Staff Accounting Bulletin No. 118 ("SAB 118"), which provides guidance on accounting for the tax effects of the TCJA. The FASB has confirmed acceptance of this for non-SEC reporting Companies. SAB 118 provides a measurement

period that should not extend beyond one year from the TCJA enactment date for companies to complete the related accounting. To the extent that a company's accounting for certain income tax effects of the TCJA is incomplete but it is able to determine a reasonable estimate, it must record a provisional estimate in the financial statements.

The Company recorded the effects of the TCJA in 2017 using its best estimates and the information available through the date the financial statements were issued. However, the Company's analysis is ongoing and as such, the income tax effects recorded are provisional.

The provision for income taxes for the period ended January 22, 2018, and for the years ended December 31, 2017 and 2016, is as follows (in thousands):

	January 22, 2018	December 31, 2017	December 31, 2016
Current:			
Federal	\$ 7,696	\$ 1,157	\$1,073
State	<u>1,614</u>	<u>366</u>	<u>382</u>
Total current	<u>9,310</u>	<u>1,523</u>	<u>1,455</u>
Deferred:			
Federal	(3,427)	(1,293)	89
State	<u>111</u>	<u>183</u>	<u>(17)</u>
Total deferred	<u>(3,316)</u>	<u>(1,110)</u>	<u>72</u>
Total provision for income taxes	<u>\$ 5,994</u>	<u>\$ 413</u>	<u>\$1,527</u>

For the period ended January 22, 2018, the effective tax rate is not comparable to the previous years presented due to the recording of the liquidation tax described above. For the year ended December 31, 2017, the tax provision represents an effective tax rate of approximately 6.8% compared to 37.1% in 2016. The significant decrease in the effective tax rate for the year ended December 31, 2017 as compared to the year ended December 31, 2016 is the result of the enactment of the TCJA and the resulting one time re-measurement of the Company's deferred tax assets and deferred tax liabilities.

Due to the taxable liquidation transaction mentioned above, all of the Company's deferred tax assets and deferred tax liabilities were realized in the period ended January 22, 2018.

The tax effects of temporary differences that give rise to significant portions of the deferred tax assets and liabilities as of December 31, 2017 and 2016, are as follows (in thousands):

	December 31, 2017	December 31, 2016
Deferred tax assets:		
Advances for construction	\$ 630	\$ 1,052
Contributions in aid of construction liability	15,161	21,841
Settlement proceeds	372	534
Other	<u>188</u>	<u>441</u>
Total deferred tax assets	<u>16,351</u>	<u>23,868</u>
Deferred tax liabilities:		
Excess tax depreciation	(8,038)	(11,540)
Contributions in aid of construction fixed assets	(11,512)	(16,637)
Investment tax credit	<u>(117)</u>	<u>(117)</u>
Total deferred tax liabilities	<u>(19,667)</u>	<u>(28,294)</u>
Net deferred tax liabilities	<u>\$ (3,316)</u>	<u>\$ (4,426)</u>

No valuation allowance was provided against the deferred tax assets as of December 31, 2017 and 2016. In assessing the realizability of deferred tax assets, management considers whether it is more likely than not that some portion or all of the deferred tax assets will not be realized. Based on this assessment, management has concluded that it is more likely than not that the results of future operations will generate sufficient taxable income to realize the deferred tax assets.

As of December 31, 2017 and 2016, the Company did not have unrecognized tax benefits that, if recognized, would affect the effective tax rate. The Company recognizes interest accrued related to unrecognized tax benefits as income tax expense. During the period ended January 22, 2018, and years ended December 31, 2017 and 2016, the Company recognized no interest expense related to income taxes.

The Company is subject to taxation in the United States and California jurisdictions. As of January 22, 2018, the Company is no longer subject to examinations by United States Federal tax authorities for years before 2014 or by California State state tax authorities for years before 2013.

6. STOCKHOLDER'S EQUITY

The Board of Directors authorized, and the Company declared and paid dividends on its common stock of \$799,000 during each of the years ended December 31, 2017 and December 31, 2016. No dividends were paid during the period from January 1, 2018 through January 22, 2018.

7. RELATED-PARTY TRANSACTIONS

As mentioned above, the Company purchases water from Castaic, which also provides the Company with water quality testing services, and the associated expense is included within operations and maintenance expenses. In addition, Castaic provides human resources services to the Company, and the associated expense for these services is included within general and administrative expenses. The amounts for these related-party transactions are listed below (in thousands):

	January 22, 2018	December 31, 2017	December 31, 2016
Purchased water	\$605	\$9,362	\$7,179
Water quality testing	1	47	41
Human resources services expense	4	44	36

The Company has the following related-party amounts recorded on the balance sheets (in thousands):

	January 22, 2018	December 31, 2017	December 31, 2016
Accounts receivable	\$ 5	\$ 5	\$ 2
Accounts payable	601	220	563

8. COMMITMENTS AND CONTINGENCIES

Commitments—The Company leases vehicles under operating leases expiring in 2018 through 2021. Rent expenses under these leases were \$18,000, \$181,000, and \$177,000 for the period ended January 22, 2018, and for the years ended December 31, 2017 and 2016, respectively, and are included within operations and maintenance expenses. Future minimum payments due under these leases as of January 22, 2018, are as follows (in thousands):

Years Ending December 31	
2018	\$178
2019	166
2020	119
2021	73

Litigation—The Company is involved in litigation and various claims, including those arising from its ordinary conduct of business. Management is of the opinion that the ultimate liability from this litigation and/or various claims will not materially affect the Company's financial statements. The Company believes it has adequate insurance to protect itself against any future material property and casualty losses.

9. SUBSEQUENT EVENTS

The Company has evaluated subsequent events through May 4, 2018, the date the financial statements were available to be issued.

* * * * *



ITEM NO.

8

Monthly Financial Report

AUGUST 2018

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Statements of Revenues and Expenses

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Investment Reports

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Regional Division
Cash and Investment Summary
8/31/18

	BALANCE	% OF TOTAL	AVERAGE REMAINING LIFE DAYS	WGHTD. AVG. YIELD
<u>Agency Funds</u>				
Cash & Sweep Account	\$ 2,319,163	1.53%	-	1.822%
LAIF *	28,609,705	18.88%	-	1.998%
LACPIF	25,736,725	16.99%	-	1.920%
Federal Agencies	78,500,000	51.82%	821	1.578%
Total Agency	<u>135,165,593</u>			
<u>Capital Improvement Project Funds</u>				
Cash & Sweep Account	\$ 780,964	0.52%	-	1.822%
LAIF	5,551,547	3.66%	-	1.998%
Federal Agencies	10,000,000	6.60%	736	2.006%
Total CIP	<u>16,332,511</u>			
Total Cash and Investment	<u><u>\$ 151,498,104</u></u>	<u>100.00%</u>		1.764%

* Regional division's LAIF investments include SCWD pass through investment of \$13,570,452. SCWD also shows this amount on their division's monthly investment report.

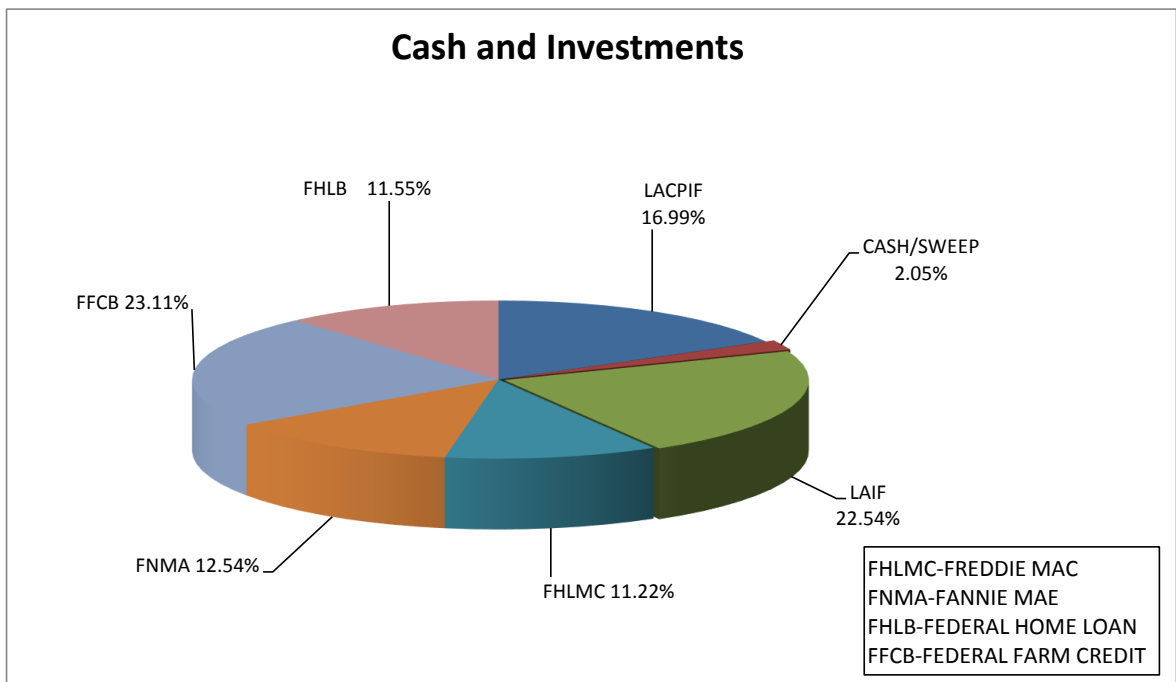
I certify that all investment actions executed since the last investment report have been made in full compliance with the Investment Policy as adopted by the Board of Directors, and that the Agency will meet its expenditure obligations for the next 6 months as required by Government Code Section 53646(b)(2) and (3), respectively.

Beverly Johnson

Beverly Johnson
Treasurer & Director of Finance

Amy Aguer

Amy Aguer
Controller



8/31/18

Regional Division General Funds Invested:

<u>Description</u>	<u>Par Value</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Rem. Days</u>	<u>Average Interest</u>	
Federal Government Agency Investment Portfolio									
FFCB	5,000,000	1.030%	1.030%	07/05/16	04/05/19	1004	217	51,500	#
FHLB	5,000,000	1.200%	1.200%	10/31/16	10/11/19	1075	406	60,000	#
FFCB	5,000,000	1.300%	1.300%	05/25/16	11/25/19	1279	451	65,000	#
FFCB	2,500,000	1.240%	1.240%	07/13/16	01/13/20	1279	500	31,000	#
FHLB	5,000,000	1.450%	1.450%	03/30/16	03/30/20	1461	577	72,500	#
FFCB	5,000,000	1.470%	1.470%	06/29/16	06/29/20	1461	668	73,500	#
FNMA	6,000,000	1.500%	1.500%	06/30/16	09/29/20	1552	760	90,000	#
FHLMC	5,000,000	1.750%	1.750%	04/26/17	10/26/20	1279	787	87,500	#
FNMA	8,000,000	1.750%	1.750%	10/30/15	10/29/20	1826	790	140,000	#
FFCB	5,000,000	1.350%	1.350%	11/02/16	11/02/20	1461	794	67,500	#
FFCB	5,000,000	1.440%	1.440%	07/16/16	01/19/21	1648	872	72,000	#
FHLMC	2,000,000	2.900%	2.900%	07/30/18	07/30/21	1096	1064	58,000	#
FNMA	5,000,000	1.550%	1.550%	08/24/16	08/24/21	1826	1089	77,500	#
FHLMC	5,000,000	2.000%	2.000%	04/27/17	04/27/22	1826	1335	100,000	#
FHLMC	5,000,000	2.100%	2.100%	04/27/17	04/27/22	1826	1335	105,000	#
FHLB	5,000,000	1.750%	1.750%	09/29/17	09/29/22	1826	1490	87,500	#

\$ 78,500,000

13135 1,238,500

Weighted Avg Yield 1.578%

Avg Remaining Life 821 Days

Regional Division CIP Funds Invested:

<u>Description</u>	<u>Par Value</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Rem. Days</u>	<u>Average Interest</u>	
Federal Government Agency Investment Portfolio									
FFCB	5,000,000	1.360%	1.360%	06/20/16	02/18/20	1338	536	68,000	#
FFCB	2,500,000	2.625%	2.625%	04/30/18	08/03/20	826	703	65,625	#
FHLB	2,500,000	2.680%	2.680%	04/30/18	04/26/21	1092	969	67,000	#

\$ 10,000,000

3256 2208 200,625

Weighted Avg Yield 2.006%

Avg Remaining Life 736 Days

Callable

Cash & Sweep Account, LAIF, and LACPIF are liquid investments.

Newhall Water Division
Cash and Investment Summary
As of August 31, 2018

<u>Operating and Reserve Funds</u>	Balance	Percent of Total	Average Remaining Life Days	Weighted Avg. Yield
Checking Account	\$ 2,251,734	21.43%		n/a
LAIF	6,013,836	57.24%		1.94%
UBS Certificates of Deposit	2,240,000	21.32%	753	2.08%
Total	\$ 10,505,570	100.00%		
Total Cash and Investment	\$ 10,505,570	100.0%		

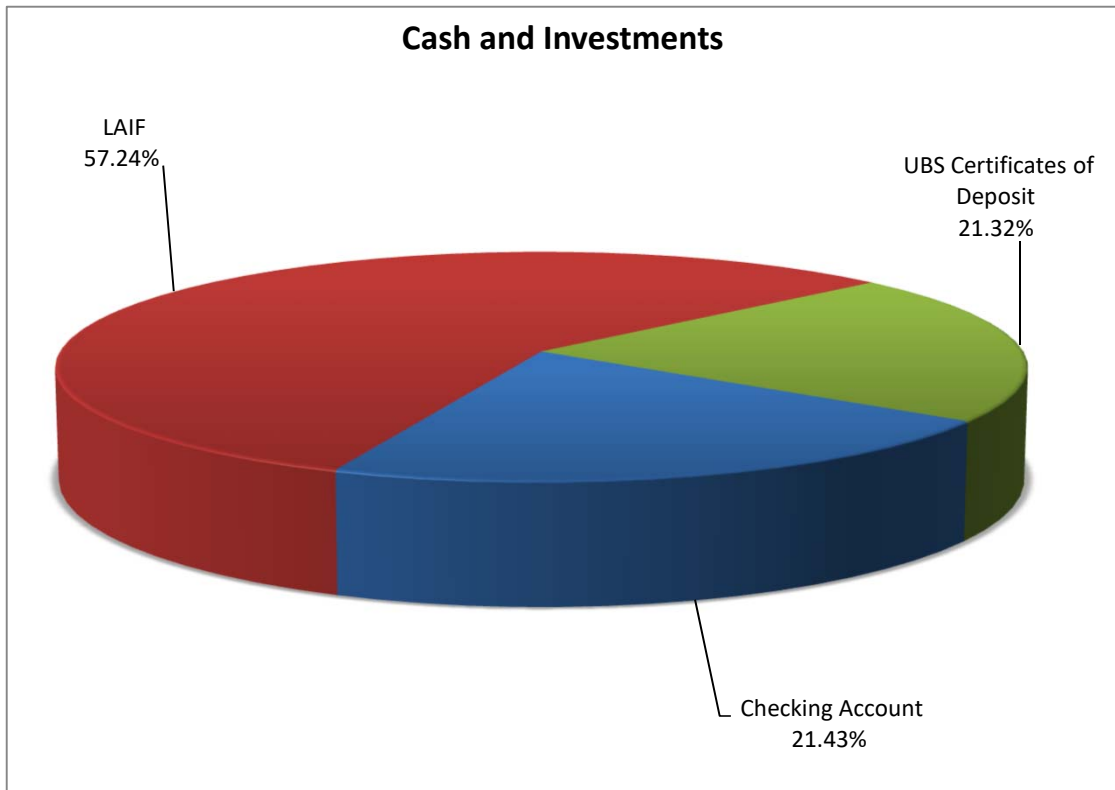


Rochelle Patterson
Director of Administrative Services



Beverly Johnson
Director of Finance/Treasurer

I certify that the investments of the Newhall Water Division are in compliance with the Investment Policy as adopted by the Board of Directors, and that the Division has the ability to meet the expenditure requirements for the next 6 months.



NEWHALL WATER DIVISION
As of August 31, 2018

<u>Description</u>	<u>Rate</u>	<u>Yield</u>	<u>Market Value</u>
Mission Valley Bank Checking Account	N/A	N/A	\$ 2,251,734
Local Agency Investment Fund (LAIF)	1.94%	1.94%	6,013,836
			<u>\$ 8,265,570</u>

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Average Remaining Days</u>	<u>Average Interest</u>
<u>UBS Certificates of Deposit</u>							
Bank of Baroda NY US	200,000	2.05%	2.05%	10/28/13	11/13/18	74	4,100
Barclays Bank DE US	240,000	2.05%	2.05%	07/11/14	07/16/19	319	4,920
Comenity Bank DE US	200,000	2.15%	2.15%	10/23/14	10/29/19	424	4,300
Capital One Bank VA US	100,000	1.90%	1.90%	10/29/15	11/04/19	430	1,900
BMW Bank UT US	200,000	2.19%	2.19%	10/29/15	10/16/20	411	4,380
American Express C UT US	200,000	2.25%	2.25%	10/29/15	11/04/20	430	4,500
Capital One Bank VA US	200,000	2.14%	2.14%	10/29/15	03/31/21	942	4,280
World's Foremost B NE US	200,000	1.81%	1.81%	03/24/16	03/31/21	942	3,620
JP Morgan Chase Bank DE US	100,000	1.75%	1.75%	09/26/16	09/30/21	1,125	1,750
Wells Fargo Bank NA SD US	200,000	1.81%	1.81%	10/27/16	11/02/21	1,158	3,620
State Bank of India NY US	200,000	2.25%	2.25%	01/30/17	02/09/22	1,257	4,500
Goldman Sachs Bank NY US	200,000	2.36%	2.36%	10/24/17	11/01/22	1,522	4,720
	<u>\$ 2,240,000</u>					<u>753</u>	<u>\$ 46,590</u>

NCWD Total Cash and Investments

Santa Clarita Water Division
Cash and Investment Summary
As of August 31, 2018

<u>SCWD*</u>	<u>Balance</u>	<u>Percent of Total</u>	<u>Maximum Concentration Allowed</u>	<u>Average Remaining Life Days</u>	<u>Weighted Avg. Yield</u>
Retail Division Cash and Sweep	\$ 4,051,502	8.9%	n/a		1.82%
Wells Fargo Government I 1751 MMF	1,384,335	3.1%	10%		1.79%
FNMA Bond	3,000,000	6.6%	100%	591	1.52%
FFCB Bond	6,250,000	13.7%	100%	994	2.32%
FHLB Bond	5,000,000	11.1%	100%	956	1.83%
FMCC Bond	3,500,000	7.7%	100%	1,047	2.47%
Wells Fargo Bank Note	1,000,000	2.2%	100%	297	1.75%
California State Taxable Municipal Bond	1,500,000	3.5%	30%	793	2.30%
United States Treasury bill	500,000	1.0%	n/a	349	2.37%
LAIF	13,570,452	30.0%	State Max		2.00%
Wells Fargo Certificates of Deposit	5,550,000	12.2%	30%	575	1.92%
Total	\$ 45,306,289	100.0%			

Total Cash and Investment \$ 45,306,289 100.0%**

* See SCWD Portfolio on next page for detailed descriptions.

** Total for SCWD includes estimated \$2,824,151 in refundable Developer Deposits.

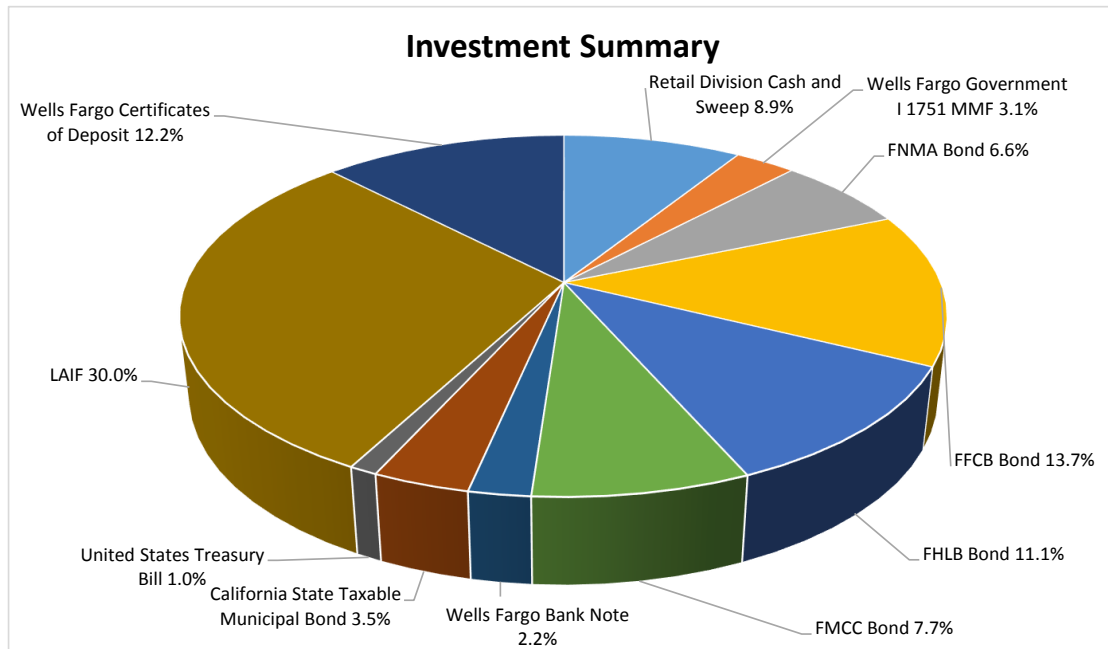
I certify that the investments of the Santa Clarita Water Division are in compliance with the Investment Policy as adopted by the Board of Directors, and that the Division has the ability to meet the expenditure requirements for the next 6 months.

Beverly Johnson

Beverly Johnson
Director of Finance/Treasurer

Elizabeth Ooms-Graziano

Elizabeth Ooms-Graziano
Retail Administrative Officer



Santa Clarita Water Division
Cash and Investment Summary
As of August 31, 2018

<u>Description</u>	<u>Balance</u>	<u>Rate</u>	<u>Yield</u>
Cash and Sweep (Cash in Bank)	\$ 4,051,502	1.82%	1.82%
Local Agency Investment Fund (LAIF)	13,570,452	2.00%	2.00%
Wells Fargo Government I 1751 Money Market Fund (MMF)	1,384,335	1.79%	1.79%
	<u>\$ 19,006,289</u>		

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
<u>Federal Government Agency Investment Portfolio</u>								
Federal Farm Credit Bank [†] (FFCB)	1,000,000	1.03%	1.03%	07/05/16	04/05/19	1,004	217	10,300
Federal Farm Credit Bank [†] (FFCB)	1,000,000	1.14%	1.14%	07/07/16	10/07/19	1,187	402	11,400
Fannie Mae [†] (FNMA)	1,000,000	1.30%	1.30%	05/25/16	11/25/19	1,279	451	13,000
Fannie Mae [†] (FNMA)	1,000,000	1.50%	1.50%	12/16/16	03/16/20	1,186	563	15,000
Federal Home Loan Bank [†] (FHLB)	2,000,000	1.75%	1.75%	01/30/17	07/30/20	1,277	699	35,000
Fannie Mae [†] (FNMA)	1,000,000	1.75%	1.75%	12/28/16	09/28/20	1,370	759	17,500
Federal Home Loan Bank [†] (FHLB)	1,500,000	1.38%	1.38%	07/13/16	10/13/20	1,553	774	20,625
Freddie Mac (FMCC)	1,500,000	2.13%	2.13%	12/29/17	06/29/21	1,278	1,033	31,875
Freddie Mac (FMCC)	2,000,000	2.73%	2.73%	04/06/18	07/27/21	1,208	1,061	54,600
Federal Farm Credit Bank [†] (FFCB)	2,000,000	2.87%	2.87%	05/16/18	11/15/21	1,279	1,172	57,400
Federal Farm Credit Bank [†] (FFCB)	1,250,000	3.12%	3.12%	06/27/18	06/27/22	1,461	1,396	39,000
Federal Home Loan Bank [†] (FHLB)	1,500,000	2.38%	2.38%	12/14/17	12/13/22	1,825	1,565	35,625
Federal Farm Credit Bank [†] (FFCB)	1,000,000	2.66%	2.66%	01/30/18	01/30/23	1,826	1,613	26,600
	<u>\$ 17,750,000</u>						<u>900</u>	<u>\$ 28,302</u>

[†] Callable

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
Wells Fargo Bank Note	\$ 1,000,000	1.75%	1.75%	12/9/2016	5/24/2019	896	297	\$ 17,500
	<u>\$ 1,000,000</u>						<u>297</u>	<u>\$ 17,500</u>

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
California State Taxable Municipal Bond	\$ 1,500,000	2.30%	2.30%	1/29/2018	10/1/2020	976	793	\$ 34,500
	<u>\$ 1,500,000</u>						<u>793</u>	<u>\$ 34,500</u>

<u>Description</u>	<u>Par</u>	<u>Disc. Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
United States Treasury Bill	\$ 500,000	2.30%	2.37%	8/28/2018	8/15/2019	352	349	\$ 11,500
	<u>\$ 500,000</u>						<u>349</u>	<u>\$ 11,500</u>

Note: Cash and Sweep, LAIF and Wells Fargo Money Market Fund are liquid investments.

Santa Clarita Water Division
Cash and Investment Summary
As of August 31, 2018

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
<u>Wells Fargo Certificates of Deposit</u>								
Compass Bank	250,000	1.95%	1.95%	09/04/13	09/04/18	1,826	4	4,875
GE Capital Bank	250,000	1.90%	1.90%	10/17/14	10/17/18	1,461	47	4,750
Republic Bank & Trust	250,000	1.80%	1.80%	10/22/14	10/22/18	1,461	52	4,500
First Sentry Bank	250,000	1.50%	1.50%	10/24/14	10/24/18	1,461	54	3,750
Investors Bank	250,000	1.35%	1.35%	12/16/16	12/17/18	731	108	3,375
Enerbank	250,000	1.70%	1.70%	12/18/14	12/18/18	1,461	109	4,250
Third Federal Savings & Loan	250,000	1.65%	1.65%	03/28/14	12/28/18	1,736	119	4,125
Sallie Mae Bank Interest	250,000	1.45%	1.45%	02/03/16	02/04/19	1,097	157	3,625
Private Bank & Trust Co Chicago	250,000	1.10%	1.10%	05/20/16	05/20/19	1,095	262	2,750
BMW Bank NY	50,000	1.95%	1.95%	06/20/14	06/20/19	1,826	293	975
Discover Bank	250,000	2.00%	2.00%	07/02/14	07/02/19	1,826	305	5,000
Centennial Bank Conway	250,000	1.20%	1.20%	05/20/16	11/20/19	1,279	446	3,000
Everbank/Jacksonville FL	250,000	1.45%	1.45%	12/09/16	12/09/19	1,095	465	3,625
American Exp Centurion	50,000	2.20%	2.20%	12/11/14	12/11/19	1,853	467	1,100
Capital One Bank, NA	50,000	2.30%	2.30%	07/23/15	07/29/20	1,833	698	1,150
Capital One Bank USA, NA	250,000	1.85%	1.85%	12/07/16	12/07/20	1,461	829	4,625
Mercantil Commercebank	250,000	1.90%	1.90%	12/16/16	12/16/20	1,461	838	4,750
Ally Bank	250,000	2.15%	2.15%	12/21/17	12/21/20	1,096	843	5,375
Morgan Stanley Bank	250,000	2.15%	2.15%	12/21/17	12/21/20	1,096	843	5,375
Merrick Bank	250,000	2.25%	2.25%	01/30/18	01/29/21	1,095	882	5,625
First Internet Bank	250,000	2.20%	2.20%	12/18/17	12/17/21	1,460	1,204	5,500
BMO Harris Bank	250,000	2.80%	2.80%	04/13/18	04/13/22	1,461	1,321	7,000
JP Morgan Chase Bank	150,000	2.85%	2.85%	04/17/18	04/17/22	1,461	1,325	4,275
American Express Bank FSB	250,000	2.35%	2.35%	05/03/17	05/03/22	1,845	1,341	5,875
Citibank	250,000	3.00%	3.00%	05/16/18	05/23/22	1,468	1,361	7,500
	<u>\$ 5,550,000</u>						<u>575</u>	<u>\$ 106,750</u>
SCWD Total Cash and Investments	\$ 45,306,289							

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**Santa Clarita Valley Water Agency
Valencia Water Division
As of August 31, 2018
Investment Report**

	Current Value	Percent of Total	Maximum Concentration Allowed	Average Remaining Life Days	Weighted Average Yield
Wells Fargo Cash and Sweep	\$9,479,107	66.6%	n/a	n/a	0.24%
Certificates of Deposit	\$1,800,000	12.6%	50.0%	455	2.37%
Commercial Paper	\$2,954,367	20.8%	50.0%	139	2.34%
Total Cash and Investment	<u>\$14,233,473</u>	<u>100.0%</u>			

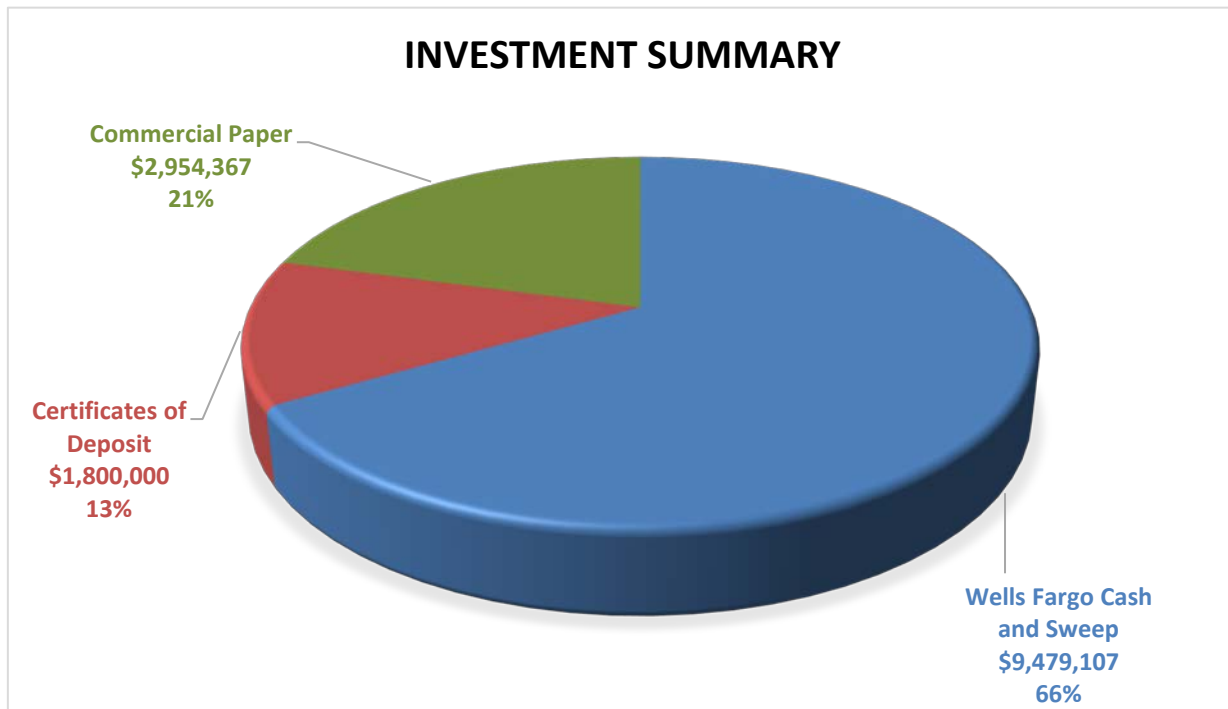
I certify that the investments of the Valencia Water Division are in compliance with the Investment Policy as adopted by the Board of Directors, and that the Division has the ability to meet the expenditure requirement for the next 6 months.

Beverly Johnson

Beverly Johnson
Director of Finance / Treasurer

Kim Grass

Kim Grass
Accounting Manager



**Valencia Water Division
As of August 31,, 2018**

<u>Description</u>	<u>Rate</u>	<u>Yield</u>	<u>Market Value</u>	
Wells Fargo Cash and Sweep	0.25%	0.25%	<u>\$9,479,107</u>	

<u>Description</u>	<u>Par</u>	<u>Rate</u>	<u>Yield</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Life Days</u>	<u>Remaining Days</u>	<u>Average Interest</u>
							8/31/2018	
Certificates of Deposit								
FIFTH THIRD BANK	250,000.00	1.950%	1.950%	5/23/2018	11/23/2018	184	84	4,875
GOLDMAN SACHS BANK USA	50,000.00	1.700%	1.700%	12/18/2015	12/18/2018	1096	109	850
NEW YORK COMMUNITY BANK	250,000.00	2.050%	2.050%	5/25/2018	2/25/2019	276	178	5,125
FIRST DAKOTA NATIONAL BA	250,000.00	2.100%	2.100%	6/15/2018	3/15/2019	273	196	5,250
EAST-WEST BANK	250,000.00	2.300%	2.300%	6/29/2018	6/28/2019	364	301	5,750
MERCHANTS & MANUF BANK	250,000.00	2.250%	2.250%	7/11/2018	7/11/2019	365	314	5,625
STEARNS BANK NA	250,000.00	2.950%	2.950%	7/6/2018	7/6/2021	1096	1040	7,375
COMENITY CAPITAL BANK	250,000.00	3.150%	3.150%	7/16/2018	7/18/2022	1463	1417	7,875
	<u>1,800,000.00</u>						<u>455</u>	<u>5,341</u>
Commercial Paper								
MALAYAN BANKING BHD/NY	1,000,000.00	2.260%	2.260%	5/17/2018	11/13/2018	180	74	22,600
MUFG BANK LTD/NY	1,000,000.00	2.280%	2.280%	5/17/2018	2/11/2019	270	164	22,800
COMMERCIAL BANK PSQC	1,000,000.00	2.468%	2.468%	6/1/2018	2/25/2019	269	178	24,680
	<u>3,000,000.00</u>						<u>139</u>	<u>23,360</u>
	<u>4,800,000.00</u>							

Check Registers

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Santa Clarita Valley Water Agency
Regional Division
Check Register Report
 From: Aug 1, 2018 to Aug 31, 2018

Vendor Name	Description	Amount
ACC BUSINESS	EARL SCHMIDT FILTRATION PLANT 5/11-6/10/18	380.67
	EARL SCHMIDT FILTRATION PLANT DISASTER RECOVERY 3/11-4/10/18	364.42
	EARL SCHMIDT FILTRATION PLANT 7/11-8/10/18	364.42
	SCADA 6/11-7/10/18	728.84
	SCADA 7/11-8/10/18	728.84
ACC BUSINESS		2,567.19
ACWA/JPIA	CLAIM REIMB-#17-0978	400.00
	COBRA-BM SEPT.	18.56
	COBRA-CH SEPT.	18.56
	COBRA-JB SEPT.	18.56
	COBRA-KF SEPT.	18.56
	REGIONAL DENTAL SEPT.	915.40
	REGIONAL DENTAL-SEPT	9,637.82
	REGIONAL EAP SEPT.	192.70
	REGIONAL LIFE SEPT.	77.80
	REGIONAL LIFE-SEPT.	2,019.81
	REGIONAL RETIREE-DNTL	2,467.52
	REGIONAL VISION SEPT.	185.60
	REGIONAL VISION-SEPT.	1,336.32
	SCWD DENTAL SEPT.	6,350.68
	SCWD EAP SEPT.	117.50
	SCWD LIFE SEPT.	1,025.87
	SCWD RETIREE DENTAL	886.27
	SCWD VISION SEPT.	928.00
	VWD DENTAL SEPT.	4,662.97
	VWD EAP SEPT.	96.35
	VWD LIFE SEPT.	1,272.18
VWD VISION SEPT.	760.96	
WORKERS COMP 4/1-6/30	58,803.95	
ACWA/JPIA		92,211.94
AFLAC	SCVWA JULY 2018	7,071.12
AFLAC		7,071.12
ALAN V FORTENBERRY	POOL COVER REBATE	159.99
ALAN V FORTENBERRY		159.99
ALEXANDER KELLER STONE	SMART CONTRLR REBATE	149.99
ALEXANDER KELLER STONE		149.99
ALL SYSTEMS GO, INC.	ALL SYSTEMS GO SECURITY CONTR.	270.00
ALL SYSTEMS GO, INC.		270.00
AMERICAN BUSINESS MACHINES	WR7270-CU 8/15-9/4	453.57
AMERICAN BUSINESS MACHINES		453.57
AMY AGUER	AUDIT PREP LUNCH 7/14	32.42
AMY AGUER		32.42
ANCHOR CONSULTING LLC	LEGISLATIVE ANALYSIS	27,000.00
ANCHOR CONSULTING LLC		27,000.00
ANDY GUMP, INC.	HOLDING TANK 6/4-7/1	247.00
	PORT TOILET 6/29-7/26	113.14
	PORT TOILET 7/27-8/23	113.14
ANDY GUMP, INC.		473.28

Santa Clarita Valley Water Agency
Regional Division
Check Register Report
From: Aug 1, 2018 to Aug 31, 2018

Vendor Name	Description	Amount
ARON WAYNE BENDER	SMART CONTRLR REBATE	150.00
ARON WAYNE BENDER		150.00
AROUND THE CLOCK CALL	ANSWERING SERVICE	128.70
AROUND THE CLOCK CALL CENTER		128.70
AT&T	EARL SCHIDT FILTRATION PLANT COMPUTER AUTODIALER	20.54
	EARL SCHMIDT FILTRATION PLANT SERVICE 7/11-8/10	114.39
	EARL SCHMIDT FILTRATION PLANT/ RIO VISTA WATER TRATMENT PLANT ALAMS	94.97
	EARL SCHMIDT INTAKE PUMP STATION 7/11/18-8/10/18	20.54
	IRRIGATION TELEMTRY	39.42
	INTERGRATED SERVICE DIGITAL NETWORK-EARL SHMIDT FILTRATION PLANT TO RIO VISTA WATER TREATMENT PLANT	64.32
	INTERGRATED SERVICE DIGITAL NETWORK-RIIO VISTA TO EARL SHMIDT FILTRATION PLANT 7/11	64.32
	LAN SRVC 7/11-8/10/18	228.29
	MODEM 7/11-8/10/18	39.42
	PRIMARY INTERNET	1,278.97
	RIO VISTA INTAKE PUMP STATION ALARM 7/11-8/10	58.30
	RIO VISTA WATER TREATMENT PLANT ELEVATOR SERVICE	20.54
	RIO VISTA WATER TREATMENT PLANT SERVICE 297-1600	52.39
	RIO VISTA WATER TREATMENT PLANT SERVICE 297-1607-19	159.08
	SAFETY/IT/EVENTS	20.56
	T-1 INTERNET AUGUST	1,351.88
	TURNOUTS TELEMTRY	115.54
	WAREHOUSE/SUMMIT	849.79
AT&T		4,593.26
AUDREY GARNER	SMART CONTRLR REBATE	99.00
AUDREY GARNER		99.00
AWA OF VENTURA COUNTY	CCWU RENEWAL FY18/19	150.00
AWA OF VENTURA COUNTY		150.00
AWARDS, TROPHIES &	EMPLOYEE BADGES	118.26
AWARDS, TROPHIES & TREASURES		118.26
BARBARA CAWLEY	EDUCATION SUPPLIES	42.58
	JULY MILEAGE	11.45
BARBARA CAWLEY		54.03

Santa Clarita Valley Water Agency
Regional Division
Check Register Report
From: Aug 1, 2018 to Aug 31, 2018

Vendor Name	Description	Amount
BARRINGTON STAFFING SERVICES	M. PERA W/E 7/22/18	353.40
	M. PERA W/E 7/29/18	255.75
	M .PERA W/E 8/5/18	297.60
BARRINGTON STAFFING		906.75
BARRY NELSON	SMART CONTRLR REBATE	129.00
BARRY NELSON		129.00
BAY ALARM COMPANY	JULY ALARM SERVICE	37.80
BAY ALARM COMPANY		37.80
BEST BEST & KRIEGER LLP	BIDDING REQUIREMENTS	1,004.08
	CASTAIC CONDUIT JUNE	1,201.20
	CEQA JUNE 2018	169.00
	GSA JUNE	4,804.80
	LITIGATION GENERAL	1,006.20
	MAGIC MTN. PIPELINE	2,987.40
	RECYCLED H2O JUNE	20,081.00
	WATER RIGHTS JUNE	5,597.80
	WATERFIX LITIGATION	655.40
BEST BEST & KRIEGER LLP		37,506.88
BIG SKY ELECTRIC, INC.	ON-CALL ELECTRICAL SUPPORT SERVICE	16,460.43
BIG SKY ELECTRIC, INC.		16,460.43
BJ ATKINS	SOCAL H2O EXP. 7/25	8.86
	SOCAL H2O TRAVEL 7/25	14.00
BJ ATKINS		22.86
BLAINE TECH SERVICES, INC.	GROUNDWATER MONITORING WELL SAMPLING	9,025.00
BLAINE TECH SERVICES, INC.		9,025.00
BOB MURRAY & ASSOCIATES	EXECUTIVE RECRUITMENTS	10,948.32
BOB MURRAY & ASSOCIATES		10,948.32
BONNIE DEAGON	COOKIES FOR ENV. SCI.	15.99
BONNIE DEAGON		15.99
BRENNTAG PACIFIC, INC.	HYDROFLOROSILIC ACID	2,014.43
BRENNTAG PACIFIC, INC.		2,014.43
BRYAN BENDER	POOL COVER REBATE	88.00
BRYAN BENDER		88.00
CALDESAL	2018/19 MEMBERSHIP DUES	1,000.00
CALDESAL		1,000.00
CALIFORNIA ADVOCATES, INC.	LEGISLATIVE ANALYSIS	8,138.70
CALIFORNIA ADVOCATES, INC.		8,138.70
CANON SOLUTIONS AMERICA, INC.	11X17 COPY PAPER	155.49
	8000S PLOTTER REPAIR	360.00
	C3325-CU 6/30-7/30	35.96
	C9065-CU 5/22-6/21	1,141.83
	C9065-CU 6/22-7/21	642.79
	CIPF8000S-SUPPLIES	93.08
	TONER CARTRIDGES	760.53
CANON SOLUTIONS AMERICA, INC.		3,189.68

Santa Clarita Valley Water Agency
Regional Division
Check Register Report
From: Aug 1, 2018 to Aug 31, 2018

Vendor Name	Description	Amount
CANYON RADIATOR AUTO REPAIR, INC.	PARTS/LABOR UNIT# I37	2,093.09
	PARTS/LABOR UNIT# I42	298.93
	PARTS/LABOR UNIT# I57	213.64
CANYON RADIATOR AUTO REPAIR, INC.		2,605.66
CASTAIC UNION SCHOOL	BUS TRIPS 5/1-22/18	2,106.00
CASTAIC UNION SCHOOL DISTRICT		2,106.00
CDM SMITH, INC.	SPTF CONSULTING SVCS	1,329.00
CDM SMITH, INC.		1,329.00
CDW GOVERNMENT, INC	ADOBE SOFTWARE	522.62
	COMPUTER EQUIPMENT	471.05
	GLARE SCREEN/MON. ARM	688.27
	MS DOCK, MONITOR ARM	657.01
CDW GOVERNMENT, INC		2,338.95
CED, INC.	LED REPLACEMENT LAMP	520.13
CED, INC.		520.13
CHARLES DONALD WATLER	TURF REMOVAL REBATE	1,746.00
CHARLES DONALD WATLER		1,746.00
CHEVRON AND TEXACO CARD SVCS	GASOLINE THRU 8/5/18	5,835.21
	SERVICE THRU 8/5/18	65.96
CHEVRON AND TEXACO CARD SVCS		5,901.17
CHILD & FAMILY CENTER	KIDS EXPO BOOTH	375.00
CHILD & FAMILY CENTER		375.00
CHRISTOPHER R. KENNEDY	TURF REMOVAL	550.00
CHRISTOPHER R. KENNEDY		550.00
CISCO WEBEX LLC	WEBEX 8/2018-8/2019	468.00
CISCO WEBEX LLC		468.00
CLARK BROS. INC.	PROGRESS PAYMENT #14 RETENTION-TRUST-Clearwell CT Improvements	-4,669.63
	PROGRESS PAYMENT #14 THRU 7/20/18-Clearwell CT Improvements	93,392.50
CLARK BROS. INC.		88,722.87
CMJ INFORMATION TECHNOLOGY	MAINT/SUPPORT AUG 18	900.00
CMJ INFORMATION TECHNOLOGY INC.		900.00
COLE-PARMER INSTRUMENT INC.	FLOWMETER 40-400ML	131.68
COLE-PARMER INSTRUMENT INC.		131.68
COPPER EAGLE PATROL &	PATROL SERVICES AUG	3,135.00
COPPER EAGLE PATROL & SECURITY		3,135.00
CORNER BAKERY CAFE	INTERVIEW PANEL 7/30	137.43
CORNER BAKERY CAFE		137.43
COUNTY OF VENTURA	SC RIVER WATERSHED	15,583.00
COUNTY OF VENTURA		15,583.00
CUSTOM CATERERS	BOARD OF DIRECTORS DINNER 8/7/18	552.98
	BOARD OF DIRECTORS DINNER 9/04/18	552.98
CUSTOM CATERERS		1,105.96

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CV STRATEGIES	WEBSITE DESIGN SRVC	10,500.00
CV STRATEGIES		10,500.00
DAN MILLER	SMART CONTRLR REBATE	150.00
DAN MILLER		150.00
DATALINK NETWORKS, INC	FACILITY CAPACITY FEE PROJECT JULY	450.00
DATALINK NETWORKS, INC		450.00
DEAN EFSTATHIOU	MILEAGE 7/20/18	90.47
DEAN EFSTATHIOU		90.47
DENNIS C. ALLEN	SMART CONTRLR REBATE	150.00
DENNIS C. ALLEN		150.00
DEPARTMENT OF TOXIC	WHITTAKER OFFSITE	6,801.67
DEPARTMENT OF TOXIC SUBSTANCES		6,801.67
DEPARTMENT OF WATER RESOURCES	CO. #160213-Water supply contract payment- AUG 2018	940,329.00
	JUNE DWR VARIABLE	797,203.00
DEPARTMENT OF WATER RESOURCES		1,737,532.00
DESERT BUSINESS INTERIORS	OFFICE FURNITURE	6,670.08
DESERT BUSINESS INTERIORS LLC		6,670.08
DESIGN SPACE MODULAR BUILDINGS	TRAILER 7/19-8/18/18	1,329.43
	TRAILER 8/19-9/18/18	1,329.43
DESIGN SPACE MODULAR BUILDINGS		2,658.86
DICKINSON ENTERPRISE, INC.	LABOR/PARTS UNIT #159	1,455.46
DICKINSON ENTERPRISE, INC.		1,455.46
DIESEL GENERATOR SERVICE INC.	BATTERY CHARGER	1,325.31
DIESEL GENERATOR SERVICE INC.		1,325.31
DIRK HARE	MAINT. APPAREL	131.37
DIRK HARE		131.37
DMV RENEWAL	VEHICLE REGISTRATION-TITLE CHANGE	500.00
DMV RENEWAL		500.00
DOLPHIN PROMOTIONS	GIVEAWAY ITEMS	18,062.57
DOLPHIN PROMOTIONS		18,062.57
DUDEK	GRANT ADMINISTRATION SERVICES	566.25
DUDEK		566.25
DYLAN REINSMA	SMART CONTRLR REBATE	150.00
DYLAN REINSMA		150.00
EEC ACQUISITION LLC	LAB DISHWASHER REPAIR	1,014.16
EEC ACQUISITION LLC		1,014.16
EMCOR SERVICES-MESA ENERGY SYSTEMS	COMPRESSOR AND REPAIR CONTRACT	283.00
EMCOR SERVICES-MESA ENERGY SYSTEMS		283.00
EMPLOYEE RELATIONS, INC.	BACKGROUND CHECK-MA	172.85
EMPLOYEE RELATIONS, INC.		172.85
EMPLOYMENT DEVELOPMENT DEPT.	UNEMPLOYMENT INSUR	1,846.00
	EMPLOYEE WITHHOLDINGS 8/10/18	404.55
	EMPLOYEE WITHHOLDINGS 8/24/18	404.55
EMPLOYMENT DEVELOPMENT DEPT.		2,655.10

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ENVIRONMENTAL CONSTRUCTION, INC.	PROGRESS PAYMENT #10 THRU 6/30/18	2,078.60
ENVIRONMENTAL CONSTRUCTION, INC.		2,078.60
ERNST & YOUNG LLP - 072	PROGRESS BILL	8,773.00
ERNST & YOUNG LLP - 072		8,773.00
ESTIN PROMOTIONAL PRODUCTS	EMPLOYEE H2O BOTTLES	1,902.67
ESTIN PROMOTIONAL PRODUCTS		1,902.67
EUROFINS EATON ANALYTICAL, INC.	OUTSIDE LAB 6/20/18	240.00
	OUTSIDE LAB 7/12/18	50.00
	PERCHLORATE 6/15/18	210.00
	PERCHLORATE 6/18/18	670.00
	PERCHLORATE 6/19/18	1,685.00
	PERCHLORATE 6/20/18	300.00
	PERCHLORATE 6/21/18	240.00
	PERCHLORATE 6/24/18	300.00
	PERCHLORATE 6/25/18	530.00
	PERCHLORATE 6/26/18	1,690.00
	PERCHLORATE 6/27/18	1,635.00
PERCHLORATE 6/28/18	690.00	
EUROFINS EATON ANALYTICAL, INC.		8,240.00
EVAN DOSS	GRADE D4 CERT. FEE	105.00
EVAN DOSS		105.00
FEDAK & BROWN LLP	AUDITOR SERVICES	24,232.00
	SHORT YEAR AUDIT	8,989.00
FEDAK & BROWN LLP		33,221.00
FEDEX	DELIVERY THRU 6/27	124.69
	DELIVERY THRU 7/5	97.24
FEDEX		221.93
FERRELLGAS	PROPANE-EMERG. GEN.	4,604.86
FERRELLGAS		4,604.86
FIELDMAN, ROLAPP &	FINANCIAL ADVISOR SERVICES	4,545.25
FIELDMAN, ROLAPP & ASSOCIATES, INC.		4,545.25
FIREMASTER	FIRE EXTINGUISHERS	1,873.43
FIREMASTER		1,873.43
FISHER SCIENTIFIC	LAB SUPPLIES	852.12
	NITRIC ACID	126.02
FISHER SCIENTIFIC		978.14
FRANCHISE TAX BOARD	EMPLOYEE WITHHOLDINGS 8/10/18	100.00
	EMPLOYESS WITHHOLDINGS 8/24/18	100.00
FRANCHISE TAX BOARD		200.00
GARY MARTIN	SOCAL H2O EXP. 7/25	7.78
	SOCAL H2O TRAVEL 7/25	37.06
GARY MARTIN		44.84

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GRAINGER, INC.	ITEM NOT RCVD.-CREDIT	-771.84
	MECHANIC GLOVES	205.16
	SOLENOID BRASS VALVE	122.94
	SUBMERSIBLE PUMP	1,704.58
	TRANSMITTER	687.74
	VALVE REBUILD KIT	128.22
	WEATHERPROOF HORN	133.96
GRAINGER, INC.		2,210.76
GRANDPOINT BANK	PROGRESS PAYMENT #10ESCROW RETENTION	109.40
GRANDPOINT BANK		109.40
GREGORY T MULLEN	POOL COVER REBATE	200.00
GREGORY T MULLEN		200.00
GSE CONSTRUCTION COMPANY INC.	PROGRESS PAYMENT #12 THRU 6/30/18-Foothill Feeder Turnout #200905	88,987.45
	RETENTION RELEASE-Foothill Feeder Turnout #200905	6,730.00
GSE CONSTRUCTION COMPANY INC.		95,717.45
HARVEST TECHNOLOGY GROUP,	OPTIO SUPPORT	555.00
HARVEST TECHNOLOGY GROUP, INC.		555.00
HILL BROTHERS CHEMICAL CO.	BULK 19% AMMONIUM HYDROXIDE-(AQUA AMMONIA)	6,945.78
HILL BROTHERS CHEMICAL CO.		6,945.78
HYDREX PEST CONTROL CO.	PEST SERVICE 12/26/17	74.00
	PEST SERVICE 6/29/18	498.00
	PEST SERVICE 6/4/18	300.00
	PEST SERVICE 8/7/18	300.00
HYDREX PEST CONTROL CO.		1,172.00
IDEXX DISTRIBUTION, INC.	COLILERT POWDER 200PK	10,775.83
IDEXX DISTRIBUTION, INC.		10,775.83
IDMODELING, INC.	AS-NEEDED HYDRAULIC MODELING AND MAPPING	1,760.00
IDMODELING, INC.		1,760.00
IRON MOUNTAIN	STORAGE/SHRED-AUG 18	462.21
IRON MOUNTAIN		462.21
JACQUE MCMILLAN	SOUTHERN CALIFORNIA WATER COMMITTEE EXP. 6/29 & 7/25	20.99
	SOUTHERN CALIFORNIA WATER COMMITTEE REGISTRATION	150.00
	SOUTHERN CALIFORNIA WATER COMMITTEE TRVL 6/29&7/25	271.41
JACQUE MCMILLAN		442.40
JAMES LLOYD WRIGHT	POOL COVER REBATE	144.99
JAMES LLOYD WRIGHT		144.99
JASON YIM	ESRI INTERNATIONAL USER CONF. EXP 7/8-13	1,980.94
	ESRI INTERNATIONAL USER CONF. TRAVEL EXP	175.00
	ESRI INTERNATIONAL USER RECORDED SESSION	332.17
	MILEAGE EXP 7/8-13/18	179.86
JASON YIM		2,667.97

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JEANINE HANCOCK	AWWA EXP 7/16-18/18	379.92
	MILEAGE 7/16-18/18	76.84
JEANINE HANCOCK		456.76
JENNIFER MCNERNEY	EDUCATION SUPPLIES	185.72
JENNIFER MCNERNEY		185.72
JOHN BRENT CASHIN	SMART CONTRLR REBATE	150.00
JOHN BRENT CASHIN		150.00
JOHNSON CONTROLS, INC.	CAPACITY CNTRL VALVE	2,229.00
JOHNSON CONTROLS, INC.		2,229.00
JP ARMAN COMPANY	RCP REPAIR CONSULTING	884.00
JP ARMAN COMPANY		884.00
KAREN CLARK	COOKIES FOR ENV. SCI.	21.10
KAREN CLARK		21.10
KATHERINE CAUSLAND	DESIGN ADS	637.50
KATHERINE CAUSLAND		637.50
KEMIRA WATER SOLUTIONS, INC.	FERRIC CHLORIDE SOL.	3,103.54
KEMIRA WATER SOLUTIONS, INC.		3,103.54
KENNEDY/JENKS	ON-CALL ENGINEERING AND /OR CONSTRUCTION MANAGEMENT AND INSPEC. SERVICES	11,995.62
	GRANT ADMINISTRATION SERVICES PROP 84 ROUND 2 IMPLEMENTATION	1,265.00
	PROPOSITION 84 IRWM DROUGHT GRANT ADMINISTRATION SERVICE	6,867.25
	UPPER SANTA CLARA RIVER IRWN PLAN UPDATE-2017	74.02
KENNEDY/JENKS		20,201.89
KHTS AM 1220	DIGITAL ADS-JULY	3,000.00
KHTS AM 1220		3,000.00
KIRK MATTHEW DANIELSEN	SMART CONTRLR REBATE	150.00
KIRK MATTHEW DANIELSEN		150.00
KONE, INC.	ELEVATOR 4/1-6/30/18	570.00
	ELEVATOR 7/1-9/30/18	570.00
KONE, INC.		1,140.00
KONECRANES INC.	6/11,6/25-26 REPAIRS	2,652.45
KONECRANES INC.		2,652.45
LAGERLOF,SENECAL,GOSNEY &	GENERAL LEGAL JULY	8,890.50
LAGERLOF,SENECAL,GOSNEY & KRUSE LLP		8,890.50
LEE & RO, INC.	ON-CALL ENGINEERING CONST. MGMT AND INSPECTION SERVICES E1415	59,247.05
LEE & RO, INC.		59,247.05
LEE'S MAINTENANCE SERVICE,	JANITORIAL SURVICES	16,915.13
LEE'S MAINTENANCE SERVICE, INC.		16,915.13
LEGALSHIELD	MEMBERSHIP DUES JULY	173.50
LEGALSHIELD		173.50
LINDA SLOCUM	SMART CONTRLR REBATE	94.93
LINDA SLOCUM		94.93
LOWE'S	PARTS AND MATERIALS	500.73
LOWE'S		500.73
LYNNE PLAMBECK	SOCAL H2O TRAVEL 7/25	36.52

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LYNNE PLAMBECK		36.52
MARI-CO MAIL SERVICE	MARI-CO MAIL SERVICE	656.00
MARI-CO MAIL SERVICE		656.00
MARK I. SCOTT	POOL COVER REBATE	123.29
MARK I. SCOTT		123.29
MCMASTER CARR SUPPLY CO.	SAW BLADES	174.40
MCMASTER CARR SUPPLY CO.		174.40
MELISSA DEAL	SMART CONTRLR REBATE	142.49
MELISSA DEAL		142.49
METROHM USA	LAB SUPPLIES	172.87
METROHM USA		172.87
MICHAEL BAKER INTERNATIONAL, INC.	ON-CALL ENGINEERING AND /OR CONSTRUCTION MANAGEMENT AND INSPEC. SERVICES	106,392.45
MICHAEL BAKER INTERNATIONAL, INC.		106,392.45
MICHAEL MOWRY	SMART CONTRLR REBATE	150.00
	TURF REMOVAL	1,594.00
MICHAEL MOWRY		1,744.00
MISTY DAWN CLARK	SMART CONTRLR REBATE	150.00
MISTY DAWN CLARK		150.00
MUNITEMPS	HERRERA W/E 7/15	2,883.38
	HERRERA W/E 7/21	1,757.25
	HERRERA W/E 7/29	2,252.25
	HERRERA W/E 8/5	1,769.63
	MARTINEZ W/E 7/15	2,178.00
	MARTINEZ W/E 7/21	1,732.50
	MARTINEZ W/E 7/29	2,178.00
	MARTINEZ W/E 8/5	1,782.00
MUNITEMPS		16,533.01
NATIONAL CINEMEDIA, LLC	ONSCREEN ADS 8/3-8/30	1,856.14
NATIONAL CINEMEDIA, LLC		1,856.14
NEWHALL COUNTY WATER	JULY SHARED PAYROLL	41,202.85
NEWHALL COUNTY WATER DISTRICT		41,202.85
NIDEC CONTROL TECHNIQUES	SOFT STARTER FOR PUMP	4,837.39
NIDEC CONTROL TECHNIQUES		4,837.39
NOSHEEN BUKHARI	SMART CONTRLR REBATE	150.00
NOSHEEN BUKHARI		150.00
NOSSAMAN LLP	PERCHLORATE JULY	14,422.50
NOSSAMAN LLP		14,422.50
OFFICE DEPOT	SUPPLIES AND SERVICES	298.80
OFFICE DEPOT		298.80
OLIN CORPORATION	CHEMICALS-SODIUM HYDROXIDE 25%-50% SOLUTION (CAUSTIC SODA)	47,156.18
OLIN CORPORATION		47,156.18
PACIFIC EH&S SERVICES, INC.	HAZWOPER (Hazardous Waste Operations) TRAINING	3,500.00
PACIFIC EH&S SERVICES, INC.		3,500.00

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PACIFIC MOBILE STRUCTURES, INC.	MODULAR 7/1-8/1/18	1,314.00
	MODULAR 8/1-30/18	1,314.00
PACIFIC MOBILE STRUCTURES, INC.		2,628.00
PACIFIC PRINTING COMPANY	COMPLIANCE CERTS	1,255.33
PACIFIC PRINTING COMPANY		1,255.33
PANERA BREAD/RISEN BREAD LLC	ADMIN MTG 7/27	126.17
PANERA BREAD/RISEN BREAD LLC		126.17
PERKINELMER HEALTH SCIENCES	NEXION SOL. 500/100ML	360.17
PERKINELMER HEALTH SCIENCES		360.17
PEST OPTIONS INC.	WEED ABATEMENT AND PEST CONTROL	350.00
PEST OPTIONS INC.		350.00
PHENOVA, INC.	ANNUAL WS/WP PT STUDY	2,082.00
	ANNUAL WSW PT STUDY	506.40
	WS PT STUDY FOR VOC	274.03
PHENOVA, INC.		2,862.43
PONTON INDUSTRIES INC.	FLOWSERVE BALL VALVE	2,027.88
PONTON INDUSTRIES INC.		2,027.88
POOLE & SHAFFERY, LLP	LEGISLATIVE ANALYSIS	5,000.00
POOLE & SHAFFERY, LLP		5,000.00
PRECISE WEIGHING SYSTEMS	BALANCE CALIBRATION	220.00
PRECISE WEIGHING SYSTEMS		220.00
PREMIERE GLOBAL SERVICES	6/20-7/19/18 SRVC	318.51
PREMIERE GLOBAL SERVICES		318.51
PRIME PUBLICATIONS, INC.	1/2 PAGE AD - AUG.	900.00
PRIME PUBLICATIONS, INC.		900.00
RAFTELIS FINANCIAL	FACILITY CAPACITY FEES 2018	18,446.62
RAFTELIS FINANCIAL CONSULTANTS, INC		18,446.62
RED HAWK FIRE & SECURITY	ANNUAL ALARM INSPECT.	5,550.00
	SEMIANNUAL FM200 INSP	400.00
RED HAWK FIRE & SECURITY		5,950.00
RED WING SHOES	SAFETY BOOTS-CG	139.61
	SAFETY BOOTS-CN	250.00
	SAFETY BOOTS-CT	250.00
	SAFETY BOOTS-DH	250.00
	SAFETY BOOTS-GV	243.60
	SAFETY BOOTS-HA	249.90
	SAFETY BOOTS-JW	247.65
	SAFETY BOOTS-MM	468.13
	SAFETY BOOTS-PH	244.08
	SAFETY BOOTS-PM	176.84
	SAFETY BOOTS-PZ	250.00
	SAFETY BOOTS-RB	243.60
	SAFETY BOOTS-TB	250.00
	SAFETY BOOTS-VT	243.01
	SAFETY BOOTS-YK	247.11
RED WING SHOES		3,753.53

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REEVES COMPLETE AUTO CENTER, INC.	LABOR/PARTS UNIT #I63	107.53
	LABOR/PARTS UNIT# I37	144.58
	LABOR/PARTS UNIT#10	793.14
REEVES COMPLETE AUTO CENTER, INC.		1,045.25
REPUBLIC SERVICES	RENTAL JUL/SRVC 7/5	401.11
	ROLL OFF RENTAL JUNE	1,828.59
	SERVICE AUG 2018	271.56
	SERVICE JULY 2018	236.14
REPUBLIC SERVICES		2,737.40
RETA J SHEPARD	POOL COVER REBATE	117.44
RETA J SHEPARD		117.44
RHODAMIN U. RESELLA	SMART CONTRLR REBATE	89.00
RHODAMIN U. RESELLA		89.00
RICHARD LUCAS	SMART CONTRLR REBATE	150.00
RICHARD LUCAS		150.00
RICHARD VASILOPULOS	ESRI INTERNATIONAL CONFRENCE EXP 7/8-12	1,439.08
	ESRI INTERNATIONAL CONFERENCE. TRAVEL EXP	232.00
	MILEAGE EXP 7/8-12/18	280.14
RICHARD VASILOPULOS		1,951.22
RICK VIERGUTZ	PROF. LIC. RENEWAL	339.50
RICK VIERGUTZ		339.50
RMC WATER AND ENVIRONMENT	ON-CALL ENGINEERING AND /OR CONSTRUCTION MANAGEMENT AND INSPEC. SERVICES	85,685.60
RMC WATER AND ENVIRONMENT		85,685.60
RUSSELL ANDREW GITTLEN	SMART CONTRLR REBATE	150.00
RUSSELL ANDREW GITTLEN		150.00
RYAN HENSLEY	MAINT. APPAREL	131.37
RYAN HENSLEY		131.37
SANTA CLARITA WATER DIVISION	6/7-7/9/18 SERVICE	864.55
SANTA CLARITA WATER DIVISION		864.55
SC PUBLISHING INC.	ADVERTISING AUG 18	900.00
	ADVERTISING JULY	900.00
SC PUBLISHING INC.		1,800.00
SCOTT VALLEY BANK	PROGRESS PAYMENT #12ESCROW RETENTION-Foothill Feeder Turnout #200905E	4,683.55
SCOTT VALLEY BANK		4,683.55
SEAN E BROWN	SMART CONTRLR REBATE	150.00
SEAN E BROWN		150.00
SEUNG LEE	SMART CONTRLR REBATE	112.27
SEUNG LEE		112.27
SHERMAN TU	SMART CONTRLR REBATE	149.99
SHERMAN TU		149.99
SMOG MAN	SMOG TEST UNIT # I37	40.00
SMOG MAN		40.00
SOLAR STAR CA. XXIV, LLC/	JULY 2018 SERVICE	27,448.99
SOLAR STAR CA. XXIV, LLC/ SUNPOWER		27,448.99

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SOLAR STAR CA. XXVIII,	JULY 2018 SERVICE	102,349.71
SOLAR STAR CA. XXVIII, LLC/SUNPOWER		102,349.71
SOUTHERN CALIFORNIA EDISON	BOUQUET PM 5/18-7/19	57.60
	CAMP PLENTY TURNOUT	36.83
	EARL SCHMIDT FILTRATION PLANT PS 5/30-6/28/18	7,156.18
	EARL SCHMIDT FILTRATION PLANT PS 6/29-3/29/18	-6,489.41
	EARL SCHMIDT INTAKE PUMP STATION SERVICE 5/30-6/28	1,102.08
	HONBY PM 5/30-6/28/18	26.92
	HONBY PS 5/30-6/28/18	43.15
	LAKE HUGHES PIPE MTR	30.83
	LOWER MESA PIPE METER	66.55
	N-2 TURNOUT 5/30-6/28	261.64
	NEWHALL RANCH RD PM	25.43
	RECH2O RESERVOIR	40.77
	RECYCLED WATER METER	3,520.13
	RIO VISTA SOLAR 7/1-8/1/18	25,310.76
	RIO VISTA (SOLAR)7/25/17-3/29	3,805.87
	RIO VISTA INTAKE PUMP SERVICE SRVC 5/29-6/27	177,426.87
	RIO VISTA INTAKE PUMP SERVICE 7/3-3/29	-49,272.68
	RIO VISTA WATER TREATMENT PLANT GATE 5/30-6/28	110.65
	SAUGUS1WELL 5/9-7/11	16,437.44
	SAUGUS1WELL 8/9-3/29	-6,759.35
	SAUGUS2WELL 5/30-6/28	8,734.84
	SAUGUS2WELL 6/29-3/29	-4,380.14
	SAND CANYON LOW VOLTAGE METER	28.86
	SAND CANYON-11 TURNOUT	36.83
	SAND CANYON7 TURNOUT 5/14-7/13	106.74
	SAND CANYON PUMP STATION 5/30/18-6/28/18	75,186.39
	SAND CANYON PUMP STATION 6/29/17-3/29/18	-30,909.83
	SAND CANYON RESEVOIR 5/30-6/28/18	170.13
	SUMMIT CIR 5/23-7/24	1,663.93
	SUMMIT CIR 5/24-7/25	70.74
	V-8 @ MCBEAN PKWY	27.09
SOUTHERN CALIFORNIA EDISON		223,673.84
SPEX CERTIPREP INC.	FLUORIDE STANDARD	71.10
SPEX CERTIPREP INC.		71.10
STAPLES ADVANTAGE	OFFICE SUPPLIES	60.48
STAPLES ADVANTAGE		60.48
STATE DISBURSEMENT UNIT	EMPLOYEE WITHHOLDINGS 8/10/18	702.71
	EMPLOYEE WITHHOLDINGS 8/24/18	702.71
STATE DISBURSEMENT UNIT		1,405.42

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STAY GREEN INC.	MAINTENANCE STAY GREE INC.	303.85
	GARDEN RENOVATION	98,191.00
	LANDSCAPE MAINT. JULY	3,625.00
STAY GREEN INC.		102,119.85
SUNIT RANU	SMART CONTRLR REBATE	149.99
SUNIT RANU		149.99
SUPERION, LLC	FOUR J'S SYSTEM MAINT	5,013.60
	WEB TRAINING-AA	160.00
SUPERION, LLC		5,173.60
TESORO DEL VALLE MASTER	LL TURF REMOVAL	2,984.00
TESORO DEL VALLE MASTER HOMEOWNERS		2,984.00
THATCHER COMPANY OF	LIQUIDE CHLORINE GAS	5,615.50
THATCHER COMPANY OF CALIFORNIA, INC		5,615.50
THE GAS COMPANY	7/17-8/15/18 SRVC	22.94
	7/19-8/20/18 SRVC	2,149.45
THE GAS COMPANY		2,172.39
THE SIGNAL	2018 H2O QUALITY REP.	214.30
	DIGITAL BANNER JULY	2,500.00
	DIGITAL BANNER JUNE	2,500.00
	DIGITAL BANNER MAY	2,500.00
	E-BLAST SPONSORSHIP	1,500.00
	FACEBOOK ADS - JULY	1,500.00
	FACEBOOK ADS JUNE	1,500.00
	FACEBOOK ADS MAY	1,500.00
THE SIGNAL		13,714.30
THERMO ELECTRON NA LLC	AERS500 SUPPRESSOR	1,126.83
	ION-PAC COLUMNS	4,583.11
THERMO ELECTRON NA LLC		5,709.94
TIMOTHY CANHAM	SMART CONTRLR REBATE	99.00
TIMOTHY CANHAM		99.00
TODD GROUNDWATER	GROUNDWATER MODELING SERVICES	8,650.35
TODD GROUNDWATER		8,650.35
TOM VO	SMART CONTRLR REBATE	92.13
TOM VO		92.13
TPX COMMUNICATIONS	RIO VISTA WATER TREATMENT PLANT SERVICES 8/16-9/15	850.51
TPX COMMUNICATIONS		850.51
TURNING TECH, LLC	COMPUTER SUPPLIES	1,063.24
TURNING TECH, LLC		1,063.24
UNITED RECORDS MANAGEMENT,	DATA IMAGING SERVICES	250.00
UNITED RECORDS MANAGEMENT, INC.		250.00
US BANK	CERTIFICATE OF PARTICIPATION 2010 A (2001) TRUSTEE FEES	1,650.00
US BANK		1,650.00
VALERIE PRYOR	AGM RECRUITMENT	502.66
VALERIE PRYOR		502.66
VALI COOPER & ASSOCIATES, INC.	ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICE	135,092.38
VALI COOPER & ASSOCIATES, INC.		135,092.38

Santa Clarita Valley Water Agency
Regional Division
Check Register Report
From: Aug 1, 2018 to Aug 31, 2018

Vendor Name	Description	Amount
VALLEY INDUSTRY ASSOCIATION	MEMBERSHIP DUES 2018-19	880.00
VALLEY INDUSTRY ASSOCIATION		880.00
VARIDESK, LLC	STANDING DESK-BC	547.52
VARIDESK, LLC		547.52
VAUGHAN'S INDUSTRIAL REPAIR	FIRE PUMP & INSTALL.	16,853.74
VAUGHAN'S INDUSTRIAL REPAIR CO. INC		16,853.74
VERIZON WIRELESS	CIMIS 6/11-7/10/18	37.99
	CIMIS 7/11-8/10/18	37.99
	EQUIPMENT 6/11-7/10/1	196.76
	EQUIPMENT CREDIT - CA	-43.77
	SERVICE 6/11-7/10/18	2,081.90
	SERVICE 7/11-8/10/18	1,984.74
	TELEMETRY 6/24-7/23	838.57
VERIZON WIRELESS		5,134.18
VERTEX SURVEY, INC.	AS-NEEDED SURVEYING SERVICE	4,900.00
	SETUP BOUNDARY SURVEY	600.00
VERTEX SURVEY, INC.		5,500.00
VSS COMPRESSOR SERVICE	ATLAS PUMP & INSTALL	7,420.17
VSS COMPRESSOR SERVICE		7,420.17
VWR SCIENTIFIC INC.	CREDIT-RETURN ITEM	-23.41
	SODIUM TETRABORATE	40.64
VWR SCIENTIFIC INC.		17.23
WAGeworks, INC.	JULY 2018 SERVICE	259.03
	JUNE 2018 SERVICE	271.40
WAGeworks, INC.		530.43
WARREN DISTRIBUTING, INC.	OIL & FILTER UNIT#I33	31.73
	OIL & FILTER UNIT#I66	31.73
	PARTS UNIT #I109	172.57
WARREN DISTRIBUTING, INC.		236.03
WATER AND ENERGY	SCE GRC P2 SETTLEMENT	5,238.75
WATER AND ENERGY CONSULTING		5,238.75
WATER EDUCATION FOUNDATION	2018 MEMBERSHIP DUES	575.00
WATER EDUCATION FOUNDATION		575.00
WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	1,970.65
WAXIE SANITARY SUPPLY		1,970.65
WESTERN SCIENTIFIC COMPANY	MICROSCOPE MAINT SRVC	700.00
WESTERN SCIENTIFIC COMPANY INC.		700.00
WHEELER COMPANY	WATER RESOURCES AND OUTREACH CONSULTING SERVICE	2,465.00
WHEELER COMPANY		2,465.00
WILLIAM CLEVELAND MOULDER	SMART CONTRLR REBATE	109.00
WILLIAM CLEVELAND MOULDER		109.00
WOLF CREEK RESTAURANT	BOD MTG 9/18/18	458.07
WOLF CREEK RESTAURANT BREWING		458.07
ZEE MEDICAL SERVICE, INC. #34	ESFP FIRST AID REFILL	502.82
	WR FIRST AID REFILLS	68.82
ZEE MEDICAL SERVICE, INC. #34		571.64
Summary		3,528,779.36

AP Check Register with GL Distributions

Date Range: 8/1/2018 to 8/31/2018

Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
CIP Construction in Progress						
111542	8/9/2018	HOME DEPOT CREDIT SERVICES 7/27/18	7/27/18	17.74	0300-00-1038	Tools & Supplies 7/18 300-1038
111551	8/9/2018	SKAGGS CONCRETE SAWING INC 2159	7/17/18	500.00	0300-00-1044	Saw Cut - Newhall Ave 300-1044
		2161	7/17/18	300.00	0300-00-1057	Saw Cut - Kansas St 300-1057
		2160	7/17/18	350.00	0300-00-1057	Saw Cut - Kansas St 300-1057
		2158	7/17/18	300.00	0300-00-1045	Saw Cut - Main St. 300-1045
111555	8/9/2018	SO CAL TURF & TRACTOR 121759	7/30/18	3,876.30	0300-00-1051	(1) MTX-60 Rammer - 300-1051
111572	8/16/2018	GEOSOILS CONSULTANTS INC. 69842	8/10/18	696.00	0300-00-1044	Water-Domestic Trench Backfill - 300-1044
		69834	8/10/18	1,270.15	0300-00-975A	Compaction Testing 7/23-7/26/18 - 300-975A
111584	8/16/2018	RICK FRANKLIN CONSTRUCTION INC 5343	8/9/18	6,454.00	0300-00-1045	Asphalt & Concrete Repair - 300-1045
111591	8/16/2018	VALENCIA BUILDING MATERIALS CO., INC 291375	7/10/18	192.46	0300-00-1044	(35) 90 lb. Concrete - 300-1044
111604	8/23/2018	BELOW ZERO, INC 038951	7/28/18	375.00	0300-00-1057	(1) Hot Tap - Kansas St 300-1057
111605	8/23/2018	BMC WEST LLC 58833418-00	8/14/18	33.87	0300-00-1050	Douglas Fir Lumber - 300-1050
111616	8/23/2018	DAN'S WELDING SERVICE 95	8/17/18	1,035.00	0300-00-1050	Fabricate & Install Ladder & Handles - 300-1050
111635	8/23/2018	MCCROMETER, INC. 514275RI	8/1/18	1,450.14	0300-00-1047	(1) Meter - Newhall Booster #5 300-1047
111656	8/30/2018	ANDEL ENGINEERING CO 08011-05356	8/16/18	7,326.00	0300-00-975D	Prepare Water Plans - Pine St 300-975D
111663	8/30/2018	DAN'S WELDING SERVICE 97	8/29/18	460.00	0300-00-1040	Weld 1" Thread-O-Let on 8" Shear Spool - 300-1040
111667	8/30/2018	FAMCON PIPE AND SUPPLY INC 209394	8/7/18	19,053.00	0300-00-1056	(4) Vaults - 300-1056
CONDEP Construction Meter Deposit Refunds						
005461	8/9/2018	FOSTER CONSTRUCTION 08918	8/7/18	1,200.00	2720-00	Refund Constr Meter Deposit A/C #21441
005462	8/9/2018	SNYDER LANGSTON 08920	8/7/18	1,200.00	2720-00	Refund Constr Meter Deposit A/C #23846
005463	8/9/2018	PACIFIC HYDROTECH 08919	8/7/18	1,200.00	2720-00	Refund Constr Meter Deposit A/C #06624
CONSER Conservation/BMP/MOU						
111593	8/16/2018	JONG H YOON 08524	8/14/18	351.79	7170-00	HE Drip Irrigation Rebate A/C #19986
111641	8/23/2018	COLLEEN ROSS 08525	8/21/18	63.44	7170-00	HE Nozzle Rebate A/C #06587
CUSREF Customer Refunds						
111578	8/16/2018	KYANA MCJUNKINS 08917	8/1/18	175.03	1610-00	Refund CR Balance - Closed A/C #13648

Santa Clarita Valley Water Agency
Newhall Water Division

Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
111596	8/23/2018	A2Z HOMES INC 08937	8/21/18	111.45	1610-00	Refund CR Balance - Closed A/C #24138
111607	8/23/2018	CECILLE CADAY 08923	8/21/18	48.19	1610-00	Refund CR Balance - Closed A/C #05668
111609	8/23/2018	LAILA CASSIS 08924	8/21/18	38.16	1610-00	Refund CR Balance - Closed A/C #05877
111611	8/23/2018	PHILIP CLARKE 08927	8/21/18	21.40	1610-00	Refund CR Balance - Closed A/C #19307
111617	8/23/2018	DAVENPORT STORAGE YARD INC 08939	8/21/18	63.35	1610-00	Refund CR Balance - Closed A/C #24226
111622	8/23/2018	FOSTER CONSTRUCTION 08929	8/21/18	466.45	1610-00	Refund CR Balance - Closed A/C #21441
111627	8/23/2018	GEORGE-ANNA HIGGS 08925	8/21/18	110.45	1610-00	Refund CR Balance - Closed A/C #06435
111628	8/23/2018	HOLLYBELL RENTAL HOLDINGS 08936	8/21/18	274.46	1610-00	Refund CR Balance - Closed A/C #24035
111634	8/23/2018	ELEOBARDO BATRES MARTINEZ 08938	8/21/18	14.38	1610-00	Refund CR Balance - Closed A/C #24223
111636	8/23/2018	MENDIST LLC 08931	8/21/18	15.96	1610-00	Refund CR Balance - Closed A/C #22102
111637	8/23/2018	SUSANNE NOHLES-ZIMARIK 08930	8/21/18	11.31	1610-00	Refund CR Balance - Closed A/C #21914
111638	8/23/2018	ELLIOT PANIAGUA 08934	8/21/18	44.53	1610-00	Refund CR Balance - Closed A/C #23370
111642	8/23/2018	REBECCA SABADIN 08933	8/21/18	52.12	1610-00	Refund CR Balance - Closed A/C #22125
111644	8/23/2018	CHRIS SMALLEY 08921	8/21/18	34.87	1610-00	Refund CR Balance - Closed A/C #01319
111645	8/23/2018	SNYDER LANGSTON 08935	8/21/18	349.95	1610-00	Refund CR Balance - Closed A/C #23846
111646	8/23/2018	NADEEM SOUMAH 08932	8/21/18	92.08	1610-00	Refund CR Balance - Closed A/C #22107
111652	8/23/2018	JESSICA VILLANUEVA 08928	8/21/18	222.83	1610-00	Refund CR Balance - Closed A/C #19934
111653	8/23/2018	JOSH VULICH 08926	8/21/18	63.96	1610-00	Refund CR Balance - Closed A/C #08685
DIREMP	Director/Employee Expense					
111519	8/2/2018	US BANK 7/23/18	7/23/18	477.30	7161-00	Office Supp, Meals, Tools, Car Wash, Workboots 7/18
111618	8/23/2018	DELAWARE MANAGEMENT TRUST CO. 8/21/18	8/21/18	420.00	2663-00	Roth IRA 8/18
111630	8/23/2018	LEGALSHIELD 8/15/18	8/15/18	202.30	2661-00	Employee Services 8/18
DUES	Dues/Memberships/Certification					
111520	8/2/2018	U.S. POSTAL SERVICE 7/20/18	7/20/18	225.00	5525-00	BRM Postage Account - Permit #88000
111524	8/9/2018	AMERICAN EXPRESS 7/28/18	7/28/18	92.88	7161-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18
		7/28/18	7/28/18	5,107.02	7163-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18

Santa Clarita Valley Water Agency
Newhall Water Division

Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
111543	8/9/2018	INFOR (CANADA), LTD, P-42554-CA028B	3/7/18	652.82	7163-00	F9 Maintenance Renewal 7/1/18-6/30/19
111610	8/23/2018	CINTAS CORP #684 9029136138	6/29/18	2,520.00	7160-00 (25)	CPR/First Aid Training 6/28/18
111629	8/23/2018	IE SAFETY SERVICES, LLC 1267	8/16/18	550.00	7160-00 (23)	Traffic Control/Flagger Training 8/16/18
111647	8/23/2018	SPI COMMUNICATIONS 6477	7/31/18	350.00	7161-00	FCC License Renewal #932442
111649	8/23/2018	SWRCB-DWOCB 08635	8/22/18	60.00	7160-00	T2 Renewal Fee - LT
111666	8/30/2018	EQUATION TECHNOLOGIES INC. 21389	8/17/18	750.00	7163-00	Additional F9 License
111679	8/30/2018	SPI COMMUNICATIONS 6478	8/6/18	500.00	7161-00	Name Change on FCC License
INSUR	Insurance					
111558	8/16/2018	ACWA-JPIA/CB&T 0567655	8/3/18	51,454.40	7131-00	Health Benefits 9/18
		0567655	8/3/18	4,905.01	7133-00	Health Benefits 9/18
		0567655	8/3/18	2,948.30	1680-00	Health Benefits 9/18
		0567655	8/3/18	515.79	7129-00	Health Benefits 9/18
		0567655	8/3/18	77.55	7127-00	Health Benefits 9/18
111559	8/16/2018	AFLAC 791225	8/4/18	1,473.24	2661-00	Insurance Premium 7/8-8/4/18
111592	8/16/2018	WAGE WORKS INV876799	8/15/18	141.00	7191-00	Aflac Service Fee 7/18
111632	8/23/2018	THE LINCOLN NATIONAL LIFE INSURANCE CO. 3725255061	8/10/18	642.72	7131-00	Life & Disability Insurance 9/18
		3725255061	8/10/18	655.20	7132-00	Life & Disability Insurance 9/18
INV	Inventory					
111501	8/2/2018	FAMCON PIPE AND SUPPLY INC 208251	7/10/18	12,038.32	1810-00	Inventory
		208252	7/10/18	24,437.12	1810-00	Inventory
111503	8/2/2018	GRISWOLD INDUSTRIES 749243	7/9/18	2,117.64	1810-00	Cla-Val Inventory
111532	8/9/2018	CORE & MAIN LP J174668	7/17/18	83.22	1810-00 (2)	Tapping Cap
		J154849	7/12/18	9,756.71	1810-00 (4)	4" Octave Meters - 300-1056
111540	8/9/2018	FAMCON PIPE AND SUPPLY INC 208492	7/17/18	732.56	1810-00 (3)	Clamps
		208491	7/17/18	1,368.75	1810-00 (2)	Tapping Sleeve
111566	8/16/2018	CORE & MAIN LP J193154	7/19/18	41.62	1810-00 (1)	Tapping Cap
		J224230	7/24/18	1,292.10	1810-00 (1)	Gate Valve
111574	8/16/2018	GRAINGER INC 9855869302	7/24/18	174.50	1810-00 (48)	Bushings
111615	8/23/2018	CORE & MAIN LP J248722	7/27/18	224.89	1810-00 (1)	Ball Valve
111620	8/23/2018	FAMCON PIPE AND SUPPLY INC 209180	8/1/18	6,461.65	1810-00	Inventory
		209146	8/1/18	2,759.40	1810-00 (56)	4" Flange

Santa Clarita Valley Water Agency
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Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
111661	8/30/2018	CORE & MAIN LP				
		J309694	8/8/18	1,839.95	1810-00 (2)	Gate Valves
		J249139	8/8/18	1,862.57	1810-00 (4)	Angle Stops, (2) Ball Valves
111667	8/30/2018	FAMCON PIPE AND SUPPLY INC				
		209187	8/2/18	1,212.19	1810-00 (1)	8" Tapping Sleeve
MAINT		Maintenance and Services				
111496	8/2/2018	BUSH & DAUGHTERS REPAIR SERVICE				
		1711	7/11/18	255.00	5265-00	Pump Maintenance
		1713	7/11/18	85.00	5765-00	Repairs to MTX 70 Wacker
111498	8/2/2018	EAGLE ONE PROTECTION INC				
		S4434	7/27/18	166.30	5755-00	Inspect Warehouse & Yard for Security Issues 7/17/18
111500	8/2/2018	EUROFINS EATON ANALYTICAL INC				
		L0402957	7/25/18	320.00	5315-00	Water Analysis 7/18/18 - Castaic
111503	8/2/2018	GRISWOLD INDUSTRIES				
		749243	7/9/18	11.19	5225-00	Cla-Val Inventory
111504	8/2/2018	HARRIS COMPUTER SYSTEMS				
		CT038969	7/17/18	370.00	7163-00	Add Email to Bill Forms
111506	8/2/2018	LINO'S TRUCKING				
		A-280980	7/17/18	1,100.00	5425-00 (10)	hrs. Trucking Services
111512	8/2/2018	SCV LOCK & KEY SERVICE INC				
		40445	7/21/18	189.00	5325-00 (2)	Rekey Locks - Ridge Route
		40446	7/21/18	189.00	5325-00 (2)	Rekey Lever Locks - Newhall Well #12
		40441	7/20/18	149.00	5325-00 (2)	Rekey Locks - Mammoth
		40440	7/20/18	189.00	5325-00 (2)	Rekey Locks - Stetson Ranch
		40444	7/21/18	139.00	5325-00 (1)	Rekey Dead Bolt - Castaic Rd
		40443	7/20/18	189.00	5325-00 (2)	Rekey Dead Bolts - Tesoro
		40442	7/20/18	189.00	5325-00 (2)	Rekey Dead Bolts - Pinetree
111517	8/2/2018	STEVIE-D SERVICES				
		1810	7/20/18	1,170.00	5375-00	Programming SCADA - TDF & CDF
111518	8/2/2018	UNDERGROUND SERVICE ALERT				
		720180468	8/1/18	153.55	5425-00 (87)	Dig Alerts 7/18
111524	8/9/2018	AMERICAN EXPRESS				
		7/28/18	7/28/18	101.83	5525-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18
111528	8/9/2018	BATTERY SOLUTIONS INC				
		A285717	7/18/18	1,220.92	5555-00	MXU & Battery Recycling Service
111531	8/9/2018	COPPER EAGLE PATROL & SECURITY				
		58247	7/30/18	4,130.00	7221-00	Vandal Watch - Newhall Facility 7/23-7/29/18
111533	8/9/2018	COURIER-MESSENGER INC.				
		20858	7/31/18	300.00	5525-00	Courier Services 7/18
111535	8/9/2018	DAN'S WELDING SERVICE				
		92	8/7/18	575.00	5225-00	Weld (2) 6" Nozzles
111536	8/9/2018	EAGLE ONE PROTECTION INC				
		R34837	7/31/18	84.00	5755-00	Monitoring Security System 8/18
111538	8/9/2018	EUROFINS EATON ANALYTICAL INC				
		L0404047	7/31/18	480.00	5315-00	Water Analysis 7/12/18 - Newhall
		L0404052	7/31/18	240.00	5315-00	Water Analysis 7/12/18 - Pinetree
		L0404051	7/31/18	240.00	5315-00	Water Analysis 7/12/18 - Castaic
		L0404050	7/31/18	240.00	5315-00	Water Analysis 7/12/18 - Tesoro
		L0404340	7/31/18	40.00	5315-00	Water Analysis 7/26/18 - Pinetree
		L0404045	7/31/18	460.00	5315-00	Water Analysis 7/19/18 - Newhall
		L0404044	7/31/18	300.00	5315-00	Water Analysis 7/19 - Pinetree
		L0404336	7/31/18	80.00	5315-00	Water Analysis 7/25/18 - Castaic

Santa Clarita Valley Water Agency
Newhall Water Division

Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
111539	8/9/2018	EXPERIAN CD1904008815	7/27/18	175.60	5525-00	Credit Checks 7/18
111549	8/9/2018	ROY BOAK TREE SERVICE INC. 2993	7/23/18	4,800.00	5755-00	Remove Fallen Oak Tree, Trim Oak Tree - NWD Yard
111556	8/9/2018	WASTE MANAGEMENT 3669439-0160-8	7/31/18	869.85	5755-00	(1) 40 yd. Roll-Off 7/25/18
111560	8/16/2018	ALL TEMPERATURES CONTROLLED INC 220079	7/25/18	248.54	7221-00	Repairs to A/C - Office
111564	8/16/2018	BATTERY SOLUTIONS INC A286954	7/20/18	1,717.65	5555-00	MXU & Battery Recycling Service
111569	8/16/2018	EUROFINS EATON ANALYTICAL INC L0405298 L0404913 L0394751	8/7/18 8/3/18 6/7/18	100.00 200.00 100.00	5315-00	Water Analysis 7/20-25/18 - Newhall Water Analysis 7/19/18 - Castaic Well #1 & Pinetree Well #5 Water Analysis 5/17/18 - Castaic Well #2
111584	8/16/2018	RICK FRANKLIN CONSTRUCTION INC 5348	8/14/18	950.00	5455-00	Asphalt Patches - 24236 Cross St
111597	8/23/2018	AES WATER INC. 1353	8/9/18	1,925.00	5415-00	Annual Seismic Valve Controller Maintenance
111598	8/23/2018	AIPM 134087 131846 132234 131171 134486	8/2/18 7/12/18 7/25/18 6/27/18 8/16/18	55.00 55.00 55.00 55.00 55.00	5755-00 5755-00 7221-00 7221-00 7221-00	Insect Control - Warehouse 8/18 Insect Control - Warehouse 7/18 Insect Control - Office 7/18 Insect Control - Office 6/18 Insect Control - Office 8/18
111599	8/23/2018	ALL TEMPERATURES CONTROLLED INC 220218 220218	7/31/18 7/31/18	1,175.00 220.00	7221-00 5755-00	Quarterly Maintenance 6-8/18 Quarterly Maintenance 6-8/18
111600	8/23/2018	AMTECH ELEVATOR SERVICES DVA08379918	8/20/18	191.97	7221-00	Elevator Maintenance 9/18
111603	8/23/2018	BAY ALARM COMPANY 2499272180815M 2499372180815M	8/15/18 8/15/18	143.07 125.10	7221-00 7221-00	Burglar Monitoring - 9-12/1/18 Fire Monitoring - 9-12/1/18
111614	8/23/2018	COPPER EAGLE PATROL & SECURITY 59113	8/6/18	957.00	7221-00	Vandal Watch - Newhall Facility 7/30,8/3-8/4/18
111619	8/23/2018	EUROFINS EATON ANALYTICAL INC L0406673 L0406672	8/16/18 8/16/18	80.00 60.00	5315-00 5315-00	Water Analysis 8/7/18 - Pinetree Water Analysis 8/7/18 - Newhall
111625	8/23/2018	GREENSET LANDSCAPING JULY-3 JULY-2 JULY-2 JULY-2 JULY-2 JULY-2 JULY-2	8/1/18 8/1/18 8/1/18 8/1/18 8/1/18 8/1/18 8/1/18	6,900.00 375.00 225.00 150.00 250.00 250.00 175.00	5225-00 5415-00 5225-00 5435-00 7221-00 5755-00 5415-00	Quarterly Weed Abatement Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18 Landscape Maintenance, 1" Valve Replacement 7/18
111640	8/23/2018	RICK FRANKLIN CONSTRUCTION INC 5347	8/17/18	20,474.00	5425-00	Asphalt Repair - Ebelden Ave
111651	8/23/2018	VANTAGE AIR, INC. 55400	7/31/18	327.50	5755-00	Service & Repair Ice Machine
111657	8/30/2018	AV EQUIPMENT RENTALS INC 202745	8/24/18	33.00	5755-00	(3) Moving Dolly Rental 8/23-8/24/18

Santa Clarita Valley Water Agency
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Check No.	Ck Date	Vendor Name /	Inv Date	Amount	GL Account	Description
111660	8/30/2018	CLARK PEST CONTROL 8/21/18	8/21/18	47.00	7221-00	Pest Control Services 8/18
111663	8/30/2018	DAN'S WELDING SERVICE 94	8/17/18	460.00	5415-00	Move Tank Access Gate - Stetson Ranch
111674	8/30/2018	RICK FRANKLIN CONSTRUCTION INC 5286	5/29/18	3,000.00	5455-00	Asphalt Repair - Oak Street
MATSUP		Material and Supply Expense				
111501	8/2/2018	FAMCON PIPE AND SUPPLY INC 208250	7/10/18	1,239.54	5425-00	(3) Low Pressure Valves, (1) Air Release Valve, (6) Rollers
111502	8/2/2018	GRAINGER INC 9843828451	7/11/18	133.02	5325-00	(1) Exhaust Fan
111505	8/2/2018	JOHN C. ERNST CO., INC. 180624 180624	7/27/18 7/27/18	464.97 464.97	5275-00	(4) Glass Tubing, (1) Glass Cutter 5275-00 (4) Glass Tubing, (1) Glass Cutter
111507	8/2/2018	NATIONAL READY MIXED CONCRETE CO. 658085	7/17/18	977.84	5165-00	(10) sk Sand Slurry - Railroad Ave
111510	8/2/2018	ROYAL INDUSTRIAL SOLUTIONS 8870-553009	7/23/18	261.63	5706-00	(100) ft. Fish Tape
111512	8/2/2018	SCV LOCK & KEY SERVICE INC 40439 22398 22401	7/20/18 7/25/18 7/27/18	410.40 180.68 85.34	5755-00	(40) Keys, (5) Locks 5755-00 (30) Padlock Keys, (30) Keys - Warehouse 5755-00 (6) Padlocks
111516	8/2/2018	STEP SAVER INC 343627 343628	7/26/18 7/26/18	111.08 446.65	5330-00	(760) lbs. Certified Coarse Salt - Pinetree 5330-00 (3035) lbs. Certified Coarse Salt - Castaic
111519	8/2/2018	US BANK 7/23/18	7/23/18	54.72	5555-00	Office Supp, Meals, Tools, Car Wash, Workboots 7/18
111522	8/2/2018	VULCAN MATERIALS CO. 71890686 71890687	7/20/18 7/20/18	660.00 330.00	5425-00	(2) LF Mixed Semi 7/17/18 5425-00 (1) LF Mixed Semi 7/18/18
111523	8/9/2018	AIRGAS SPECIALTY PRODUCTS 131551206 131551207	7/12/18 7/12/18	396.83 1,093.25	5330-00	Ammonium Hydroxide Solution - Tesoro 5330-00 Ammonium Hydroxide Solution - Castaic
111525	8/9/2018	AQUA-FLO SUPPLY SI1243288	8/2/18	93.32	5375-00	Misc. Fittings
111527	8/9/2018	AV EQUIPMENT RENTALS INC 201779 201955	8/1/18 8/6/18	837.82 50.00	5706-00 5175-00	(1) Chipping Hammer, (1) Chisel, (1) Collar Point (1) Vibrator Head
111534	8/9/2018	CULLIGAN OF SYLMAR 1641034 1641035 1644698 1641627 1641037	7/31/18 7/31/18 7/31/18 7/31/18 7/31/18	484.00 121.00 144.00 31.00 484.00	5330-00	(4) Portable Tank Exchange - Castaic 8/18 5330-00 (1) Portable Tank Exchange - Tesoro 8/18 5330-00 (4) Portable Tank Exchange - Pinetree 8/18 5330-00 (1) Portable Tank Exchange - Stetson Ranch 8/18 5330-00 (4) Portable Tank Exchange - Newhall 8/18
111541	8/9/2018	GRAINGER INC 9843719528	7/12/18	1,658.09	5706-00	Misc. Tools
111542	8/9/2018	HOME DEPOT CREDIT SERVICES 7/27/18 7/27/18	7/27/18 7/27/18	2,058.60 2,267.65	5755-00 5706-00	Tools & Supplies 7/18 300-1038 Tools & Supplies 7/18 300-1038
111554	8/9/2018	SNAP-ON TOOLS 07181852561	7/18/18	700.58	5706-00	(2) 18V Batteries, (1) Ratchet

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111574	8/16/2018	GRAINGER INC				
		9855653896	7/24/18	381.02	5755-00 (3)	Digital Weather Stations, (1) Wet/Dry Vacuum
		9853388438	7/23/18	78.14	5755-00 (4)	pks. AA Batteries
		9855243680	7/24/18	139.41	5755-00 (1)	Exhaust Fan
		9855243672	7/24/18	245.83	5755-00 (1)	Hole Saw Kit
		9853770528	7/23/18	201.11	5755-00 (6)	pks. C Batteries, (6) pks. AAA Batteries
111575	8/16/2018	HASA INC				
		609307	7/24/18	929.45	5330-00 (16)	15 gal. Drum Carboys
111579	8/16/2018	MICHAEL DEVORE TRUCKING CO.				
		95175	7/23/18	993.44	5425-00 (25)	tons A-Base, (25) tons Fill Sand
111581	8/16/2018	PRAXAIR DISTRIBUTION INC.				
		84150968	7/22/18	46.65	5706-00	Cylinder Rental 7/18
		84099999	7/21/18	109.00	5706-00 (1)	Rebuilt Torch
111585	8/16/2018	ROYAL INDUSTRIAL SOLUTIONS				
		8870-555568	8/8/18	5.03	5165-00 (10)	Schedule-40 Conduit
111586	8/16/2018	SAF-T-FLO WATER SERVICES				
		18-2117	7/24/18	382.81	5375-00 (2)	Check Valves
111588	8/16/2018	SNAP-ON TOOLS				
		07231852738	7/23/18	350.29	5755-00 (2)	Ratchets
111590	8/16/2018	STEP SAVER INC				
		343801	8/8/18	342.90	5330-00 (2330)	lbs. Certified Coarse Salt - Castaic
		343799	8/8/18	70.64	5330-00 (480)	lbs. Certified Coarse Salt - Tesoro
111620	8/23/2018	FAMCON PIPE AND SUPPLY INC				
		209145	8/1/18	314.81	5455-00 (150)	Service Line Inserts
111621	8/23/2018	FERGUSON ENTERPRISES INC #1350				
		6433323	8/10/18	10.39	5175-00 (6)	Male Connectors
111623	8/23/2018	GRAINGER INC				
		9861272574	7/30/18	66.11	5175-00 (2)	6V Batteries
		9861657717	7/31/18	43.59	5275-00 (4)	6V Batteries
		9862002939	7/31/18	142.74	5755-00 (4)	4-Drawer Organizer Carts
111626	8/23/2018	HASA INC				
		609519	7/26/18	529.45	5330-00 (16)	15 gal. Drum Carboys, Return (20) 15 gal. Drum Carboys
111631	8/23/2018	LESLIE'S POOL SUPPLIES INC				
		59-001-10906	7/26/18	29.26	5330-00 (2)	gal. Acid
111655	8/30/2018	AIRGAS SPECIALTY PRODUCTS				
		131554904	8/2/18	742.41	5330-00	Ammonium Hydroxide Solution - Castaic
		131554903	8/2/18	391.57	5330-00	Ammonium Hydroxide Solution - Tesoro
111659	8/30/2018	CHARLES P. CROWLEY COMPANY, INC.				
		25058	8/2/18	1,658.70	5375-00 (2)	Pulsation Dampener
111668	8/30/2018	GRAINGER INC				
		9869164476	8/7/18	303.54	5275-00 (1)	Pressure Washer
111669	8/30/2018	HACH COMPANY				
		11081169	8/7/18	1,428.71	5330-00	Water Quality Supplies
111670	8/30/2018	JOHN C. ERNST CO., INC.				
		180981	8/15/18	179.69	5275-00 (2)	Clear Gage Tube
111671	8/30/2018	LOWE'S				
		8/17/18	8/17/18	246.50	5706-00	Tools & Supplies 7/18
		8/17/18	8/17/18	283.10	5755-00	Tools & Supplies 7/18
111675	8/30/2018	ROYAL INDUSTRIAL SOLUTIONS				
		8870-556076	8/22/18	17.21	5275-00 (1)	Corner Gusset, (2) 4-Hole Open Angle Fitting

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111681	8/30/2018	WHITE CAP CONSTRUCTION SUPPLY 50008662184	8/2/18	442.27	5755-00 (10)	4' Concrete Car Stop Parking Bumper
OFFSUP	Office Supply Expense					
111514	8/2/2018	SCV WATER - SANTA CLARITA DIVISION 8395	7/27/18	142.35	7115-00 (11)	gal. Unleaded Fuel - MA, (2) bxs. Business Cards - JG
111519	8/2/2018	US BANK 7/23/18	7/23/18	589.72	7115-00	Office Supp, Meals, Tools, Car Wash, Workboots 7/18
111524	8/9/2018	AMERICAN EXPRESS 7/28/18	7/28/18	203.91	7115-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18
111545	8/9/2018	MCCALLA COMPANY 200319	7/13/18	50.35	7115-00 (1)	cs. Tissue
111547	8/9/2018	ONTRAC 8816720	7/31/18	257.23	7115-00	Shipping Charges 7/18
111553	8/9/2018	SMART & FINAL 7/31/18	7/31/18	161.47	7115-00	Office Supplies 7/18
111561	8/16/2018	AMERICAN BUSINESS MACHINES 403655	8/10/18	8.00	7115-00	Freight Charge
111570	8/16/2018	FEDEX 6-272-06717	8/10/18	18.33	7115-00	Shipping Charges 7/18
111577	8/16/2018	MCCALLA COMPANY 199590	7/25/18	499.21	7115-00	Office Supplies
111608	8/23/2018	CANON SOLUTIONS AMERICA INC 145952108	7/26/18	402.96	7115-00 (11)	cs. Copy Paper
111612	8/23/2018	COAST TO COAST COMPUTER PRODUCTS A1851269	7/27/18	153.29	7118-00 (1)	HP MICR Toner
111648	8/23/2018	STAPLES CREDIT PLAN 8/9/18	8/9/18	983.56	7115-00	Office Supplies 7/18
PERCHL	Perchlorate					
111580	8/16/2018	NOSSAMAN LLP 483016	7/6/18	7,432.42	7150-00	Perchlorate Claim 6/18
		484255	8/6/18	3,605.63	7150-00	Perchlorate Claim 7/18
PROFOT	Professional Services - Other					
111513	8/2/2018	SCV WATER - VALENCIA WATER DIVISION 10361	6/30/18	2,020.00	7156-00	2017 Annual Report, 2018 Database Maintenance 6/18
111524	8/9/2018	AMERICAN EXPRESS 7/28/18	7/28/18	750.00	7158-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18
111537	8/9/2018	EQUATION TECHNOLOGIES INC. 52678	7/30/18	1,773.75	7163-00	AccPac Technical Support 7/18
111571	8/16/2018	FEDAK & BROWN LLP 7/31/18	7/31/18	9,835.00	7152-00	Audit FY 17-18 Progress Billing
111576	8/16/2018	LEAF & COLE LLP 235780	7/31/18	4,195.00	7152-00	Audit Progress Billing
111613	8/23/2018	CONTRACTOR COMPLIANCE & MONITORING INC 10305	8/20/18	300.00	7153-00	2018 DIR Prevailing Wage Annual Report
111650	8/23/2018	TRENCH SHORING CO., INC. 8/1/18	8/1/18	2,000.00	7160-00 (19)	Competent Person Training 8/1/18
111677	8/30/2018	SCV WATER - VALENCIA WATER DIVISION 10370	7/31/18	3,171.01	7156-00	2017 Annual Report, 2018 Database Maintenance 7/18
PURWTR	Purchased Water					

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111587	8/16/2018	SCV WATER				
		080118C	8/1/18	130,046.35	5130-00	Fixed Water Charges 7/18
		080118B	8/1/18	14,392.19	5130-00	Purchased Water 7/18 - Saugus Well #1 & #2
		080118A	8/1/18	207,923.42	5130-00	Purchased Water 7/18
		1800051	8/1/18	963.00	5315-00	Lab Fees 7/18
RENTLE		Rent/Lease Expense				
111544	8/9/2018	IRON MOUNTAIN RECORDS MANAGEMENT				
		AECD733	7/31/18	288.20	7191-00	Document Storage Rental - Vault 8/18
		AEBT075	7/31/18	239.78	7191-00	Document Storage Rental 8/18
111624	8/23/2018	GREATAMERICA FINANCIAL SVCS				
		23129992	8/6/18	152.21	7225-00	Mail Machine Lease 8/18
SAFETY		Safety Expense				
111497	8/2/2018	DIRECT SAFETY SOLUTIONS INC				
		991422	7/9/18	1,319.15	5735-00	(2) dz Safety Gloves, (24) Cut Resistant Gloves
111509	8/2/2018	RED WING SHOE STORE				
		48029	7/5/18	250.00	5735-00	(1) Workboots - RG
111519	8/2/2018	US BANK				
		7/23/18	7/23/18	413.38	5735-00	Office Supp, Meals, Tools, Car Wash, Workboots 7/18
111524	8/9/2018	AMERICAN EXPRESS				
		7/28/18	7/28/18	299.65	5735-00	Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18
111546	8/9/2018	OFFICE DEPOT BUSINESS CREDIT				
		7/27/18	7/27/18	744.58	5735-00	Office Supplies 7/18
111548	8/9/2018	RED WING SHOE STORE				
		20180712010653	7/12/18	246.58	5735-00	(1) Workboots - MR
111562	8/16/2018	AMERICAN INNOTEK, INC				
		613110	7/23/18	465.05	5735-00	(200) Field Worker Relief Bags - NWD
111583	8/16/2018	RED WING SHOE STORE				
		20180719010653	7/19/18	228.01	5735-00	(1) Workboots - FM
111595	8/16/2018	ZEE MEDICAL SERVICE				
		34-075286	8/9/18	309.05	5735-00	Medical & Safety Supplies 8/18
111606	8/23/2018	BOMBER INC				
		20133	7/27/18	553.94	5735-00	(42) Safety Glasses
111623	8/23/2018	GRAINGER INC				
		9857890660	7/26/18	107.36	5735-00	(12) btls. Sunscreen
		9858524656	7/26/18	85.96	5735-00	(10) btls. Sunscreen
		9857890686	7/26/18	8.94	5735-00	(1) Sunscreen
		9857890645	7/26/18	54.90	5735-00	(1) Outlet Strip
		9859039647	7/27/18	137.19	5735-00	(72) Safety Glasses
		9857890652	7/26/18	120.10	5735-00	(12) btls. Sunscreen
		9857890678	7/26/18	89.46	5735-00	(10) btls. Sunscreen
111639	8/23/2018	RED WING SHOE STORE				
		20180726010653	7/26/18	245.13	5735-00	(1) Workboots - PP
111664	8/30/2018	DIRECT SAFETY SOLUTIONS INC				
		991802	8/7/18	825.22	5735-00	(112) Safety Glasses, (10) Flex Seal Goggles
UNIFOR		Uniforms				
111565	8/16/2018	CINTAS CORP #684				
		984697044	8/1/18	945.98	5705-00	Uniform Rental W/E 8/1/18
		684702551	8/15/18	968.47	5705-00	Uniform Rental W/E 8/15/18
		684699786	8/8/18	911.63	5705-00	Uniform Rental W/E 8/8/18
		684694298	7/25/18	914.81	5705-00	Uniform Rental W/E 7/25/18
UTILIT		Utilities				

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111499	8/2/2018	EDISON CO				
		7/25/18	7/25/18	127,520.61	5230-00 A/C #2-40-708-3856	6/18
		7/25/18	7/25/18	83.83	5225-00 A/C #2-40-708-3856	6/18
111515	8/2/2018	SPECTRUM BUSINESS				
		0023634072118	7/21/18	1,458.47	7215-00 Phone & Internet Services	8/18
111521	8/2/2018	VERIZON WIRELESS				
		9811014841	7/16/18	176.13	7215-00 Wireless Network Cards	7/16-8/15/18
111526	8/9/2018	AT&T				
		7/23/18	7/23/18	174.71	7215-00 Backup Lines 661 254-1900	7/18
		7/23/18-3	7/23/18	115.48	7215-00 Backup Analog 661 753-9621	7/18
		7/23/18-1	7/23/18	195.24	7215-00 Operations Facility 661 254-1841	7/18
		7/23/18-2	7/23/18	237.56	7215-00 Elevator Emergency 661 254-4865	7/18
111529	8/9/2018	BURRTEC WASTE INDUSTRIES INC				
		4489658	8/1/18	87.01	7215-00 Disposal Service	8/18
		4489658	8/1/18	87.01	5755-00 Disposal Service	8/18
111563	8/16/2018	AT&T TELECONFERENCE SERVICES				
		808-018552	8/1/18	47.48	7215-00 Conference Calls	7/18
111567	8/16/2018	DIRECTV				
		34818409223	8/7/18	82.99	7215-00 Satellite Services 8/7-9/6/18 - Office & Operations Facility	
		34818409223	8/7/18	82.99	5755-00 Satellite Services 8/7-9/6/18 - Office & Operations Facility	
		34821122698	8/7/18	24.99	7215-00 Satellite Services 8/7-9/6/18 - Lobby	
111568	8/16/2018	EDISON CO				
		8/8/18	8/8/18	4,124.56	7215-00 A/C #2-40-708-2270	7/18
111589	8/16/2018	SPRINT				
		934727314-200	8/7/18	2,468.49	7215-00 Cell Phones	7/18
111594	8/16/2018	YP				
		8/1/18	8/1/18	21.00	7215-00 Directory Advertising	8/18
111601	8/23/2018	AROUND-THE-CLOCK CALL CENTER INC				
		180900314101	8/20/18	325.20	7215-00 Answering Service - 7/24-8/20/18	
111602	8/23/2018	AT&T LONG DISTANCE				
		8/4/18	8/4/18	8.24	7215-00 Long Distance	7/18
111662	8/30/2018	CRESCENT VALLEY				
		8/15/18	8/15/18	4.42	5230-00 Electric Bill 7/16-8/14/18 - Newhall Tank #6	
111665	8/30/2018	EDISON CO				
		8/22/18	8/22/18	85,795.50	5230-00 A/C #2-40-708-3856	8/18
		8/22/18	8/22/18	43.96	5225-00 A/C #2-40-708-3856	8/18
111678	8/30/2018	SPECTRUM BUSINESS				
		0023634082118	8/21/18	1,458.47	7215-00 Phone & Internet Services	9/18
111680	8/30/2018	VERIZON WIRELESS				
		9812869241	8/15/18	176.13	7215-00 Wireless Network Cards	8/16-9/15/18
VEHICL		Vehicle Maintenance				
111496	8/2/2018	BUSH & DAUGHTERS REPAIR SERVICE				
		1712	7/11/18	340.00	5775-20 Replace Surge Brake Assembly - Unit #20	
		1710	7/11/18	296.00	5775-20 Replace Hose on Water Pump - Unit #20	
		1714	7/11/18	712.27	5775-43 Replace Battery & Alternator - Unit #43	
111508	8/2/2018	OILSTOP INC				
		O-0011-129573	7/25/18	168.99	5775-78 Change Oil & Filter - Unit #78	
		O-0011-129715	7/27/18	75.00	5775-62 Change Oil & Filter - Unit #62	
		O-0011-129667	7/26/18	528.90	5775-76 Change Oil & Filter - Unit #76	

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111511	8/2/2018	SCHWARTZ OIL CO., INC				
		125860	7/26/18	1,127.17	5715-00 (300) gal. Diesel Fuel	
		125859	7/26/18	2,543.23	5715-00 (800) gal. Unleaded Fuel	
111514	8/2/2018	SCV WATER - SANTA CLARITA DIVISION				
		8395	7/27/18	37.77	5715-00 (11) gal. Unleaded Fuel - MA, (2) bxs. Business Cards - JG	
111519	8/2/2018	US BANK				
		7/23/18	7/23/18	249.80	5715-00 Office Supp, Meals, Tools, Car Wash, Workboots 7/18	
		7/23/18	7/23/18	173.59	5775-82 Office Supp, Meals, Tools, Car Wash, Workboots 7/18	
111524	8/9/2018	AMERICAN EXPRESS				
		7/28/18	7/28/18	7.00	5715-00 Office Supp, Meals, Newsletter, IT Supp, Workshop 7/18	
111530	8/9/2018	CANYON RADIATOR AUTO REPAIR INC				
		963	7/30/18	60.02	5775-61 Replace Shifter Clip - Unit #61	
111550	8/9/2018	SHELL				
		7/26/18	7/26/18	60.00	5715-00 (15) gal. Unleaded Fuel	
111552	8/9/2018	SKAUG TRUCK BODY WORKS				
		39188	7/16/18	163.00	5775-51 Replace Locks - Unit #51	
		39190	7/17/18	163.00	5775-78 Replace Locks - Unit #78	
111557	8/9/2018	WOLF'S TOWING & AUTO REPAIR INC				
		73926	7/12/18	83.00	5775-76 Towing Service - Unit #76	
111573	8/16/2018	GRAND AMERICAN TIRE INC				
		261933	7/23/18	1,202.90	5775-78 (6) Tires - Unit #78	
111574	8/16/2018	GRAINGER INC				
		9854878056	7/24/18	78.18	5715-00 (6) Abrasive Rubbing Compound	
		9854701241	7/23/18	230.25	5715-00 Misc. Truck Cleaning Supplies	
		9854526648	7/23/18	133.37	5715-00 (6) Liquid Car Wax, (6) Scratch Remover	
111582	8/16/2018	RDO EQUIPMENT CO.				
		P90759	8/7/18	1,123.52	5715-00 (4) Rip Saw	
111633	8/23/2018	LYONS AUTO SPA & QUICK LUBE				
		7/31/18	7/31/18	423.90	5715-00 Truck Wash Service 7/18	
111643	8/23/2018	SCHWARTZ OIL CO., INC				
		126076	8/9/18	3,126.79	5715-00 (1000) gal. Unleaded Fuel	
		126075	8/9/18	1,525.94	5715-00 (400) gal. Diesel Fuel	
111654	8/23/2018	WOLF'S TOWING & AUTO REPAIR INC				
		73892	7/30/18	145.00	5775-61 Towing Service - Unit #61	
111658	8/30/2018	CANYON RADIATOR AUTO REPAIR INC				
		911	8/22/18	1,978.17	5775-55 Change Oil & Filter - Unit #55	
111671	8/30/2018	LOWE'S				
		8/17/18	8/17/18	9.19	5715-00 Tools & Supplies 7/18	
111672	8/30/2018	OILSTOP INC				
		O-0011-131080	8/21/18	263.23	5775-63 Change Oil & Filter - Unit #63	
111673	8/30/2018	RDO EQUIPMENT CO.				
		P91673	8/15/18	2,233.57	5715-00 (8) Rip Saw	
111676	8/30/2018	SCHWARTZ OIL CO., INC				
		126282	8/22/18	2,792.14	5715-00 (890) gal. Unleaded Fuel	
111682	8/30/2018	WOLF'S TOWING & AUTO REPAIR INC				
		72784	6/7/18	110.00	5775-76 Towing Service - Unit #76	
		Payments:		<u>928,490.60</u>		

Totals by AP Distribution Code

Dist. Code		Total Amou
CIP	Construction in Progress	43,689.66
CONDEP	Construction Meter Deposit Refunds	3,600.00
CONSER	Conservation/BMP/MOU	415.23
CUSREF	Customer Refunds	2,210.93
DIREMP	Director/Employee Expense	1,099.60
DUES	Dues/Memberships/Certification	10,807.72
INSUR	Insurance	62,813.21
INV	Inventory	66,403.19
MAINT	Maintenance and Services	60,336.07
MATSUP	Material and Supply Expense	27,346.75
OFFSUP	Office Supply Expense	3,470.38
PERCHL	Perchlorate	11,038.05
PROFOT	Professional Services - Other	24,044.76
PURWTR	Purchased Water	353,324.96
RENTLE	Rent/Lease Expense	680.19
SAFETY	Safety Expense	6,503.65
UNIFOR	Uniforms	3,740.89
UTILIT	Utilities	224,800.47
VEHICL	Vehicle Maintenance	22,164.89

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Vendor Name	Transaction Description	Transaction Amount
A T & T	JULY SVC - ACCT#335-451-0184 482 2	\$105.54
	AUG SVC - ACCT#335-451-0184 482 2	\$105.54
	OFFICE - JULY SVC - ACCT#661-286-4331 677 1	\$139.37
	OFFICE - JULY SVC - ACCT#661-260-1513 030 9	\$90.53
	OFFICE - AUG SVC - ACCT#0207496745001	\$32.11
	OFFICE - AUG SVC - ACCT#661-286-4331 677 1	\$128.39
	SCADA - AUG - ACCT#831-000-7549 638	\$638.72
	TELEMETERING - AUG - ACCT#831-000-2547 595	\$477.62
	WAREHOUSE - AUG - ACCT#0207496745001	\$51.68
A T & T		\$1,769.50
A V EQUIPMENT RENTAL INC	HOSE	\$30.66
	PROPANE	\$48.13
	SHOVELS, BROOM	\$402.30
A V EQUIPMENT RENTAL INC		\$481.09
ALTA FOOD CRAFT	BRUSH	\$9.03
	KITCHEN SUPPLIES	\$187.69
	WAREHOUSE KITCHEN	\$133.53
ALTA FOOD CRAFT		\$330.25
AMERICAN BUSINESS MACHINES	SHIP TONER	\$16.00
	USAGE SC16 9/14	\$660.55
	USAGE C75651	\$156.83
	USAGE C9270	\$174.64
	USAGE TO 7/17	\$137.89
AMERICAN BUSINESS MACHINES		\$1,145.91
AMERIPRIDE SERVICES, INC.	JULY MATS	\$117.88
	JULY UNIFORMS	\$1,144.43
AMERIPRIDE SERVICES, INC.		\$1,262.31
AQUA-FLO SUPPLY	GRATE, TROUGH	\$530.85
	PVC PARTS	\$102.43
AQUA-FLO SUPPLY		\$633.28
AQUA METRIC SALES CO.	1" I-PERL T/R METER	\$18,672.47
	3/4" I-PERI TR/PL METERS	\$20,527.48
	S18802-METERS	\$29,141.69
AQUA METRIC SALES CO.		\$68,341.64
ARC DOCUMENT SOLUTIONS	S16618-PLANS-SHERIFF STATION 16" WATER	\$20.15
	S17602-PLANS-PUMP STATION	\$22.68
	S17613-PLANS-PUMP STATION	\$22.68
ARC DOCUMENT SOLUTIONS, LLC		\$65.51
ARC IMAGING RESOURCES	JULY USAGE, FEE	\$433.11
ARC IMAGING RESOURCES		\$433.11
AROUND THE CLOCK	AUGUST SERVICE	\$887.52
AROUND THE CLOCK		\$887.52
AUTOMATED WATER TREATMENT	CHLORINE TABLETS	\$6,404.00
	CHLORINE TABLETS	\$6,404.00
AUTOMATED WATER TREATMENT		\$12,808.00
AUTONATION, INC.	BRAKE PAD #2	\$223.10
	OIL, FILTER	\$220.73
	OIL, FILTER #10	\$212.24
	OIL, FILTER #23	\$64.43
	OIL, FILTER #40	\$83.09
AUTONATION, INC.		\$803.59
BAY ALARM COMPANY	AUGUST ALARM	\$73.02
	QTR ALARM	\$150.00
BAY ALARM COMPANY		\$223.02

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Vendor Name	Transaction Description	Transaction Amount
BEE EMERGENCY RESPONSE TEAM	BEE REMOVAL CHERAW	\$245.00
	BEE REMOVAL LONEROCK	\$245.00
	BEE REMOVAL SECO	\$195.00
BEE EMERGENCY RESPONSE TEAM		\$685.00
BEST BEST & KRIEGER LLP	S10808-CELL SITES	\$800.80
BEST BEST & KRIEGER LLP		\$800.80
BODYSHOP661, INC.	REPAIR F250	\$8,270.45
BODYSHOP661, INC.		\$8,270.45
BOOT BARN INC.	SHOES CH - T. GRUBER	\$250.00
	SHOES - T. GONZALES, C. HATTON, & J. ROSALES	\$732.12
	SHOES - C. HATTON	\$250.00
BOOT BARN INC.		\$1,232.12
BRINK'S INC.	AUGUST SERVICE	\$599.27
BRINK'S INC.		\$599.27
BURRTEC WASTE INDUSTRIES	AUG SERVICE	\$87.01
BURRTEC WASTE INDUSTRIES		\$87.01
CALIFORNIA DEPT. MOTOR VEHICLES	PULL NOTICE	\$1.00
CALIFORNIA DEPT. MOTOR VEHICLES		\$1.00
CALIFORNIA TELEPHONY, INC.	PHONE LINE UPDATES	\$137.50
CALIFORNIA TELEPHONY, INC.		\$137.50
CANNON	S17602-PUMP STATION-PROFESSIONAL SERVICES	\$1,113.13
	S17613-PUMP STATION-PROFESSIONAL SERVICES	\$1,113.12
CANNON		\$2,226.25
CARQUEST AUTO PARTS	BATTERY	\$35.94
CARQUEST AUTO PARTS		\$35.94
CERTIFIED LABORATORIES	LOK CEASE	\$564.24
CERTIFIED LABORATORIES		\$564.24
CIVILTEC ENGINEERING INC.	S06812 GEN ENGINEER	\$1,280.00
	S06812-GEN ENGINEER	\$232.50
	S14612-SAND CANYON PLAZA	\$4,200.00
	S14612-SAND CANYON PLAZA	\$2,548.73
	S15604 LARC	\$90.00
	S15611 TOLL BROS	\$285.00
	S15611-GEN ENGINEER	\$100.00
	S16604 - RECYCLE WATER DESIGN PHASE 2	\$7,640.00
	S16610 VISTA	\$200.00
	S16611 - POTABLE WATER DESIGN PHASE 1	\$11,671.25
	S16623 SKYLINE RANCH	\$1,370.00
	S16623-SKYLINE RANCH 16" PIPE	\$200.00
	S16623-GEN ENGINEER	\$945.00
	S16623-SKYLINE RANCH BRIDGE PIPELINES	\$290.00
	S17607-SKYLINE RANCH PLAZA	\$7,095.75
	S17612-SKYLINE RANCH TANKS-REDESIGN	\$8,342.00
	S17612-SKYLINE RANCH TANKS	\$4,739.03
	S17613-PUMP	\$5,637.50
	S18603-SKYLINE RANCH PLAZA	\$5,596.50
CIVILTEC ENGINEERING INC.		\$62,463.26
CLEAN RITE MOBILE DETAILING	VEHICLE WASHES	\$260.00
	VEHICLE WASHES	\$1,300.00
	VEHICLE WASHES	\$800.00
CLEAN RITE MOBILE DETAILING		\$2,360.00
COASTLINE EQUIPMENT	SEAT, PAD - 310E	\$406.80
COASTLINE EQUIPMENT		\$406.80

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Vendor Name	Transaction Description	Transaction Amount
CORE & MAIN LP	16" FLG BUTTERFLY VALVE	\$4,984.92
	2" AIR VACUUM VALVE 945	\$1,592.37
	2" BALL VALVE W/LOCKRING	\$14,911.71
	2" DROP IN METER GASKETS	\$6.70
	3/4" FIP ANGLE METER STOP	\$2,273.43
	BOLT, GASKET	\$113.96
	FLG TEE	\$182.34
	HYDRANT BURY	\$337.43
	PARTS CLA VAL REPAIR	\$234.49
	S15714-BOLTS, GASKET	\$306.73
	S16615 CLA VALVE	\$3,300.76
CORE & MAIN LP		\$28,244.84
CORELECTRIC INC.	GREGORY POWER	\$1,612.88
	S16615-GALLOWAY PRV EAST	\$3,566.00
CORELECTRIC INC.		\$5,178.88
CSI SERVICES, INC	S17715 INSPECTION-BOUQUET TANK-RECOAT PROJ.	\$4,560.00
CSI SERVICES, INC		\$4,560.00
DAN'S WELDING SERVICE	S15714 WELDING-10"SPOOLS & 16' SPOOL	\$1,495.00
	S15714-WELD-10" SPOOL 20"S LONG W/2"THREAD	\$460.00
DAN'S WELDING SERVICE		\$1,955.00
DARA MARTINEZ	REFUND 18760 BAINBURY	\$48.19
DARA MARTINEZ		\$48.19
DATAVO	AUGUST WAREHOUSE	\$55.74
DATAVO		\$55.74
DESERT INDUSTRIAL SUPPLY	3" CAP	\$33.78
DESERT INDUSTRIAL SUPPLY		\$33.78
DESIGN SPACE MODULAR BUILDINGS	OPS TRAILER	\$1,003.09
DESIGN SPACE MODULAR BUILDINGS		\$1,003.09
DICKINSON ENTERPRISE, INC.	AIRGOVENOR #101	\$497.96
	BRAKES, SEAL #109	\$1,767.40
	CONDENSER #35	\$704.10
	DIAGNOSTICS	\$115.00
	LUBE, CK BRAKES #33	\$246.27
	LUBE, OIL #14	\$120.36
	LUBE, OIL #8	\$131.27
	OIL, BRAKES #31	\$723.56
	OIL, FILTER #28	\$113.39
	DICKINSON ENTERPRISE, INC.	
EMCOR SERVICES MESA ENERGY	S18505 - AIR CONDITIONER - ENGINEERING	\$12,795.00
EMCOR SERVICES MESA ENERGY		\$12,795.00
EUROFINS EATON ANALYTICAL, INC.	DBP	\$960.00
	LEAD & COPPER	\$190.00
	PB-CU	\$440.00
	PB-CU	\$160.00
	UCMR4	\$1,600.00
	UCMR4	\$14,400.00
	UCMR4	\$2,040.00
	WELLS-TCP	\$100.00
EUROFINS EATON ANALYTICAL, INC.		\$19,890.00
EXCLUSIVE POWDER COATINGS, INC.	S15714-PIPE COAT	\$2,850.00
EXCLUSIVE POWDER COATINGS, INC.		\$2,850.00
FEATHERS SIGNS & PRINTING	DECAL S40	\$32.85
	SIGNS	\$459.90
FEATHERS SIGNS & PRINTING		\$492.75

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Vendor Name	Transaction Description	Transaction Amount
FEDAK & BROWN LLP	S17801 AUDIT FY 17/18	\$1,000.00
	S17801 AUDIT FY 17/18	\$2,060.00
	S17801 AUDIT FY 17/18	\$8,432.00
	S17801 AUDIT FY 17/18	\$2,686.00
FEDAK & BROWN LLP		\$14,178.00
GDC/CDG FIVE KNOLLS VENTURE	REFUND HYDRANT METER	\$916.24
GDC/CDG FIVE KNOLLS VENTURE		\$916.24
GRAINGER	44 GAL TANK	\$545.40
	BAGS	\$6.94
	CROSS BAR FOR RACKS	\$651.09
	IMPACT WRENCH	\$502.22
	INVERTER	\$76.71
	PIPE DIES	\$152.93
	TAPE	\$28.19
GRAINGER		\$1,963.48
HOME DEPOT CREDIT SERVICES	BOX, COVER, MARKER	\$28.39
	BRUSHES	\$10.92
	BUSHINGS, PIPE	\$258.20
	CHG	\$20.00
	CONCRETE, LUMBER	\$45.80
	FLEX TUBING	\$13.58
	LUMBER, BUSHING	\$130.40
	NIPPLES	\$5.76
	NUT DRIVER SET	\$27.24
	POLY TUBE	\$14.59
	RIGHT ANGLE	\$19.68
	SHELF	\$348.21
	SMALL TOOLS	\$260.17
	SPRING LINK	\$5.08
WATTLE	\$65.62	
HOME DEPOT CREDIT SERVICES		\$1,253.64
HYDREX PEST CONTROL CO.	JULY SVC - WAREHOUSE	\$74.00
	JUNE SERVICE - OFFICE	\$54.00
	JULY SERVICE - OFFICE	\$54.00
	FEB SVC - WAREHOUSE	\$74.00
HYDREX PEST CONTROL CO.		\$256.00
IE SAFETY SERVICES, LLC	TRAFFIC CONTROL CLASS	\$1,100.00
IE SAFETY SERVICES, LLC		\$1,100.00
INFOSEND, INC.	JULY BILLING	\$3,313.62
	JULY E BILLING	\$465.09
	JULY POSTAGE	\$10,362.74
INFOSEND, INC.		\$14,141.45
IRON MOUNTAIN	JULY SHREDDING	\$66.53
	STORAGE	\$1,044.74
	SUPPLIES	\$32.52
IRON MOUNTAIN		\$1,143.79
ISMAEL AGUILA LANDSCAPE	JULY SERVICE	\$275.00
ISMAEL AGUILA LANDSCAPE		\$275.00
JEFF & SUSAN MARKOWITZ	28530 MEADOW HEIGHTS - WATER CREDIT	\$92.12
JEFF & SUSAN MARKOWITZ		\$92.12
JOHNSTONE SUPPLY	DAMPER CONTROL	\$171.84
JOHNSTONE SUPPLY		\$171.84

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Vendor Name	Transaction Description	Transaction Amount
KANOWSKY & ASSOCIATES	S09703 PLACERITA CANYON	\$112.50
	S18803 GEN LEGAL	\$150.00
KANOWSKY & ASSOCIATES		\$262.50
KENNEDY/JENKS CONSULTANTS	S16618 LADWP CROSS	\$1,189.48
	S16702 RECYC WATER	\$33,123.37
KENNEDY/JENKS CONSULTANTS		\$34,312.85
KIMBALL MIDWEST	CLAMPS	\$38.16
	CLAMPS, SCREEN	\$96.41
	MISC PARTS	\$422.08
	SAFETY GLASSES	\$43.23
KIMBALL MIDWEST		\$599.88
LEE'S MAINTENANCE SERVICE INC	OFFICE JULY	\$2,223.16
	WAREHOUSE JULY	\$828.20
LEE'S MAINTENANCE SERVICE INC		\$3,051.36
LOS ANGELES TIMES	TO 10/20/18	\$110.00
LOS ANGELES TIMES		\$110.00
MARI-CO MAIL SERVICE	JULY SERVICE	\$300.00
MARI-CO MAIL SERVICE		\$300.00
MC CROMETER, INC.	S17704 METERS	\$24,006.51
MC CROMETER, INC.		\$24,006.51
MESA ENGINEERING	S18602-LINE FOR HYD ACROSS GOLDEN VALLEY	\$26,530.50
	SVC REPAIR BANNERMAN-EMERGENCY LEAK REPAIR	\$4,253.40
MESA ENGINEERING		\$30,783.90
MIKE GRUNBOK	MILEAGE	\$52.97
MIKE GRUNBOK		\$52.97
MIKE HREZO	REF 15612 MARINA - WATER CREDIT	\$25.15
MIKE HREZO		\$25.15
MIKE'S TIREMAN, INC	TIRES 310E	\$390.00
MIKE'S TIREMAN, INC		\$390.00
N. HARRIS COMPUTER SYSTEMS	TECH SERVICES	\$6,000.00
N. HARRIS COMPUTER SYSTEMS		\$6,000.00
NAPA AUTO & TRUCK PARTS	BATTERY	\$148.69
	GREASE GUN	\$170.72
	SCREWS, WASHERS	\$5.74
NAPA AUTO & TRUCK PARTS		\$325.15
NATIONAL READY MIXED CONCRETE	S15714-CONCRETE-ROLLING HILLS & ALAMO CYN	\$483.72
NATIONAL READY MIXED CONCRETE		\$483.72
NEWHALL WATER DIVISION-SCVWA	DIESEL IN VEHICLE FOR UNIT #53 & #539	\$176.72
	GASOLINE IN VEHICLE FOR UNIT #53 & #539	\$101.12
	S15714-SAND CYN BOOSTER LABOR & EQUIPMENT	\$814.24
NEWHALL WATER DIVISION-SCVWA		\$1,092.08
NORTHERN DIGITAL INC	S18717-SCVWA-24 PRESSURE TRANSMITTERS	\$25,360.20
NORTHERN DIGITAL INC		\$25,360.20
NOSSAMAN LLP	S98806 PERCHLORATE CONTAMINATION CLAIM	\$3,605.63
NOSSAMAN LLP		\$3,605.63
OFFICE DEPOT, INC.	CREDIT	(\$8.09)
	KITCHEN SUPPLY	\$194.78
	KITCHEN SUPPLY WHSE	\$122.74
	OFFICE SUPPLIES	\$164.48
	OFFICE SUPPLY	\$216.15
	OFFICE SUPPLY C. SVC	\$111.41
	OFFICE SUPPLY ENGR	\$154.29
	OFFICE SUPPLY OPS	\$271.73
	PENS	\$8.09
OFFICE DEPOT, INC.		\$1,235.58

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Vendor Name	Transaction Description	Transaction Amount
PATRICIA MC CLURE	JULY SERVICE	\$675.00
PATRICIA MC CLURE		\$675.00
PAYMENTUS GROUP INC.	JULY FEES	\$10,669.50
PAYMENTUS GROUP INC.		\$10,669.50
PEST OPTIONS INC.	AUGUST SERVICE	\$2,099.59
	JULY SERVICE	\$2,099.59
PEST OPTIONS INC.		\$4,199.18
PETRO LOCK, INC.	DIESEL	\$2,076.41
	GASOLINE	\$3,112.83
	GASOLINE	\$2,499.09
	SURCHARGE	\$10.95
	SURCHARGE	\$10.95
PETRO LOCK, INC.		\$7,710.23
PHYL-MAR ELECTRICAL SUPPLY	CONDUIT, CLAMP	\$301.83
PHYL-MAR ELECTRICAL SUPPLY		\$301.83
PRAXAIR DISTRIBUTION, INC	BRUSH, WHEEL	\$99.11
	CARBON DIOXIDE	\$62.68
	GLOVES	\$27.28
	PAD, ELECTR LH	\$184.45
PRAXAIR DISTRIBUTION, INC		\$373.52
PREMIERE GLOBAL SERVICES	CONFERENCE CALLS 6/6/18-7/5/18	\$21.27
	CONFERENCE CALLS 7/6/18-8/5/18	\$49.02
PREMIERE GLOBAL SERVICES		\$70.29
PRO GROUP	DAMAGED - CREDIT	(\$154.45)
	DAMAGED-CREDIT	(\$32.65)
	ENGINEER PAPER	\$308.88
PRO GROUP		\$121.78
RANDY JAMES HARBO	DEPOSIT - 5 TON FURNACE COIL & CONDENSER (ENGR)	\$3,350.00
	FINAL - 5 TON FURNACE COIL & CONDENSER (ENGR)	\$3,350.00
RANDY JAMES HARBO		\$6,700.00
RED WING SHOE STORE	SHOES-J. FREY, M. GRUNBOK, E. LECAROS, J. MARTIN, M. REYES, R. SISK	\$1,574.13
	SHOES - M. PASSAMANI	\$238.94
RED WING SHOE STORE		\$1,813.07
RESERVE ACCOUNT	POSTAGE	\$1,400.00
RESERVE ACCOUNT		\$1,400.00
RICK FRANKLIN CONSTRUCTION, INC	ASPHALT PATCH	\$13,277.00
	ASPHALT PATCHES	\$7,858.00
	COLD MIX	\$2,657.65
RICK FRANKLIN CONSTRUCTION, INC		\$23,792.65
ROBIN STINSON	25906 SANTA SUSANA - REFUND	\$116.29
ROBIN STINSON		\$116.29
ROYAL INDUSTRIAL SOLUTIONS	HUB - SECO BSTR	\$45.88
ROYAL INDUSTRIAL SOLUTIONS		\$45.88
S & L SAFETY PRODUCTS	VESTS & GLOVES	\$331.79
S & L SAFETY PRODUCTS		\$331.79
SAGE STAFFING	WK END 8/12/18 - OFFICE ASSISTANT	\$1,367.83
	WK END 8/19/18 - OFFICE ASSISTANT	\$1,145.16
SAGE STAFFING		\$2,512.99

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SANTA CLARITA VALLEY WATER AGENCY	A T & T	\$1,740.31
	A T & T	\$675.94
	A T & T	\$1,064.37
	CABLES	\$125.96
	CALPERS ADJUST	\$3,862.26
	CALPERS PREPAYMENT	\$204,568.00
	DMV CHANGES	\$400.00
	FIXED JULY	\$623,915.16
	HOTEL - JN	\$201.82
	INSURANCE	\$67,961.73
	INFOSEND INV #136869 & INV #8385 COPPER EGL& AWAVC REGIS.	(\$1,680.73)
	JULY INSURANCE	\$69,537.26
	JULY LAB	\$2,905.00
	JULY PAYROLL	\$447,561.55
	JULY SHARED EMPLOYEE	\$14,470.85
	JULY VARIABLE	\$545,451.92
	LICENSE JULY	\$807.95
	LICENSES	\$2,584.40
	MEMBERSHIP CWEP	\$3,186.24
	OFFICE MAINT	\$5,924.10
	PAYROLL	\$653,309.35
	PUR SVC	\$21,001.18
	PURCHASED SERVICES	\$4,917.82
	RETIREE INSURANCE	\$838.39
	RETIREE INSURANCE	\$10,403.01
	RETIREE INSURANCE	\$8,844.58
	S16618- LAB	\$60.00
	S16623 LAB	\$72.00
	S17723-PHASE 1 -X-ACT TECH - NETWORK DOMAIN CONSOLIDATION	\$19,180.46
	S18908 - SCWD INV #8389 VARIOUS CHARGES	(\$922.79)
	SAUGUS JULY	\$39,250.00
	SHARED EMPLOYEE -JUNE	\$103.72
	SHARED EMPLOYEE - JUNE	\$127,591.76
	SUN POWER - MAY SVC	\$65,798.28
	SUNPOWER - JUNE SVC	\$68,029.24
	SUPPLIES	\$2,030.93
	SUPPLIES	\$1,530.62
	TRAINING HAZWOPER	\$1,750.00
	WAGE WORKS	\$62.63
	WAREHOUSE MAINT	\$1,529.40
WAREHOUSE PEST	\$74.00	
WORKMAN COMP - ACWA/JPIA 4/1 - 6/30/18	\$18,068.61	
XACT, ENERNOC	\$6,877.50	
SANTA CLARITA VALLEY WATER AGENCY		\$3,045,664.78
SCHWARTZ OIL CO	DIESEL	\$1,168.84
	GASOLINE	\$3,732.46
	GASOLINE	\$2,159.26
	GASOLINE	\$1,974.09
SCHWARTZ OIL CO		\$9,034.65
SCOTT JACKSON	MILEAGE, MEAL	\$38.15
SCOTT JACKSON		\$38.15

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Vendor Name	Transaction Description	Transaction Amount
SO. CALIFORNIA EDISON CO.	4652 AUG	\$12,369.44
	4652- JULY	\$56,512.62
	JULY CHARGES	\$143,172.32
	JUNE CHARGES	\$129,833.47
	OFFICE	\$4,900.16
	WAREHOUSE	\$2,629.24
SO. CALIFORNIA EDISON CO.		\$349,417.25
SOLAR ELECTRIC SUPPLY, INC.	BATTERIES	\$4,457.75
SOLAR ELECTRIC SUPPLY, INC.		\$4,457.75
SOLARBEE/MEDORA CORPORATION	AUGUST SERVICE	\$9,776.69
SOLARBEE/MEDORA CORPORATION		\$9,776.69
SOUTH COAST AQMD	EMISSIONS-RANCHVIEW	\$131.79
	ICE - RANCHVIEW	\$406.79
SOUTH COAST AQMD		\$538.58
STAATS CONSTRUCTION INC.	S15611 - CHANGE ORDER TRACT 46018-11 PHASE 2	\$5,806.00
	S15714 SC-12	\$29,048.00
	S16623 MOBILIZATION/DEMOBILIZATION	\$600.00
STAATS CONSTRUCTION INC.		\$35,454.00
STAPLES ADVANTAGE	ENGR OFFICE SUPPLY	\$26.60
	KITCHEN SUPPLY	\$104.66
	OFFICE SUPPLIES	\$203.51
	OFFICE SUPPLY	\$66.54
	OFFICE SUPPLY CUST SV	\$38.72
STAPLES ADVANTAGE		\$440.03
STEVE CASAUS	REFUND 28159 EBB CT. - WATER CREDIT	\$89.28
STEVE CASAUS		\$89.28
SWRCB-DRINKING WATER OP CERT PROG	ABERCROMBIE D5	\$105.00
	DODD D3	\$90.00
	PARR D5	\$105.00
	PARR T2	\$60.00
SWRCB-DRINKING WATER OP CERT PROG		\$360.00
TALLEY INC.	BRACKET, TOWER	\$848.03
	TOWER SECTIONS	\$237.63
TALLEY INC.		\$1,085.66
THE SHERIDAN GROUP	CUBICLE WALLS-ENGR	\$3,976.78
THE SHERIDAN GROUP		\$3,976.78
TOYOTA LIFT OF LOS ANGELES	SERVICE FORKLIFT	\$246.68
	SERVICE FORKLIFT	\$117.81
TOYOTA LIFT OF LOS ANGELES		\$364.49
TPX COMMUNICATIONS	OFFICE	\$789.35
TPX COMMUNICATIONS		\$789.35
TRAFFIC MANAGEMENT, INC.	S18602 - JULY SVC-MULTIPLE LANE CLOSURE SYSTEM	\$2,082.00
TRAFFIC MANAGEMENT, INC.		\$2,082.00
TROPICAL WEST DESIGNS	JULY SERVICE	\$125.00
TROPICAL WEST DESIGNS		\$125.00
U.S. HEALTHWORKS MEDICAL GRP	DOT TESTING AP	\$99.00
U.S. HEALTHWORKS MEDICAL GRP		\$99.00
UNDERGROUND SERVICE ALERT/SC	JULY SERVICE	\$254.20
UNDERGROUND SERVICE ALERT/SC		\$254.20
USABLUEBOOK	GAUGE	\$237.90
	OIL-PUMPS	\$541.07
USABLUEBOOK		\$778.97
VALENCIA WATER DIVISION-SCVWA	S17808 JUNE - LUHDOFF & SCALMANINI	\$2,020.00
	S18807 JULY - LUHDOFF & SCALMANINI	\$3,171.01
VALENCIA WATER DIVISION-SCVWA		\$5,191.01

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From: August 1, 2018 to August 31, 2018

Vendor Name	Transaction Description	Transaction Amount
VERIZON WIRELESS	10 LINES	\$369.45
	7 IPADS	\$107.43
	CELL PHONES - JUNE	\$2,558.12
	CELL PHONES - JULY	\$2,558.12
	EQUIPMENT	\$283.64
VERIZON WIRELESS		\$5,876.76
VICKI LIGHT	REFUND 22063 GOLD CYN - WATER CREDIT	\$63.47
VICKI LIGHT		\$63.47
WATERWISEPRO TRAINING	S18906-DISTRIBUTION REFRESHER COURSE-DAVID SALAS JR.	\$150.00
WATERWISEPRO TRAINING		\$150.00
WELLS FARGO	AQMD FEES	\$1,825.97
	CUST SERVICE SUPPLY	\$328.50
	ENG OFFICE SUPPLY	\$125.02
	ENGR OFFICE SUPPLY	\$261.13
	FAN, FOOD-MEETINGS	\$192.06
	FAN-ENGINEERING	\$21.89
	LIGHTS, FOOD-MEETING	\$938.60
	MEAL - M. STONE & K. ABERCROMBIE	\$47.52
	PHONE ACCESSORIES	\$172.39
	POSTAGE-CERTIFIED	\$13.40
	PROGRAM-SCADA	\$14.99
	PUBLICATIONS & MEMBERSHIP FOR ENGINEERING	\$640.28
	CONF/SEMINAR - AUTODESK UNIVERSITY - J. MORENO 11/13-11/15	\$1,750.00
	CONF/SEMINAR- E. BLANFORD, J. MORENO, RAY CHAN AUTODESK & JPIA	\$2,320.00
	CONF/SEMINAR - JPIA PDP & AU 2018 CONF. J. MORENO - REG & HOTEL	\$275.00
	RESERVATION HOTELS - R. CHAN & N. PIPITHARUT	\$170.00
	CONF/SEMINAR - F.FERRER, G. HERMOSILLO & J. ALMANZA	\$2,170.00
	CONF/SEMINAR - ACWA/JPIA N. PIPITHARUT	\$275.00
	WATER DIST. CERTIFICATION - R. PULIDO	\$174.71
	CONF/SEMINAR D & I PREVENTIVE MAINT. PROGRAMS - R. HITCHEN	\$195.00
	CONF/SEMINAR - WATER EDUCATION - M. REYES & K. ABERCROMBIE	\$361.53
	SUNBLOCK	\$134.97
	VIEWING SOFTWARE	\$49.99
WELLS FARGO		\$12,457.95
WORKBOOT WAREHOUSE NEWHALL	SHOES - A. PARR	\$250.00
	SHOES - S. JACKSON	\$250.00
WORKBOOT WAREHOUSE NEWHALL		\$500.00
XEROX CORPORATION	JULY SERVICE	\$149.75
XEROX CORPORATION		\$149.75
XTREME TRANSPORT, INC.	COLD MIX	\$1,406.80
XTREME TRANSPORT, INC.		\$1,406.80
ZEP SALES & SERVICE	COATING, SOY RESPONSE	\$566.75
ZEP SALES & SERVICE		\$566.75
Summary		\$3,970,093.09

Santa Clarita Valley Water Agency

Valencia Water Division

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Vendor Name	Description	Total
A V EQUIPMENT RENTALS, INC	Saw & Blade for Service Repair	108.00
A V EQUIPMENT RENTALS, INC Total		108.00
ACC BUSINESS	Internet circuit, June svc	1,053.12
	Internet circuit, July svc	526.56
ACC BUSINESS Total		1,579.68
ACCO ENGINEERED SYSTEMS, INC	Bi-monthly svc & repair	897.00
	VWD office, June svc	568.98
	VWD office, July svc	1,411.46
	Office A/C troubleshoot,repair	1,237.49
ACCO ENGINEERED SYSTEMS, INC Total		4,114.93
ACCURATE TRAILER HITCH & WELDING, INC	Truck hitches	613.20
	Hitches for trucks	613.20
	Truck hitches, mounts, bolts	1,877.93
	5/8" bolts for Trucks	87.60
ACCURATE TRAILER HITCH & WELDING, INC Total		3,191.93
AIRGAS USA, LLC	Electrolyte drink mixes	134.09
	Well W-9 Water Softening	1,144.74
AIRGAS USA, LLC Total		1,278.83
ALLERCLEAN PEST CONTROL SERVICES	Pest Control/ Monitor & Baiting	187.00
ALLERCLEAN PEST CONTROL SERVICES Total		187.00
AMAZON CAPITAL SERVICES, INC.	Office supplies	190.17
	46x60 Office chair mat	64.59
	Whiteboard cleaner	17.12
	(JH) 6' x 4' Dry erase board	361.34
AMAZON CAPITAL SERVICES, INC. Total		633.22
AMERICAN BACKFLOW PREVENTION ASSOC	Membership dues, CS	80.00
AMERICAN BACKFLOW PREVENTION ASSOC Total		80.00
AMERICAN BUSINESS MACHINES	Base charge 080818-090718	354.83
AMERICAN BUSINESS MACHINES Total		354.83
AMERICAN OFFICE PRODUCTS	Office supplies	492.64
AMERICAN OFFICE PRODUCTS Total		492.64
AQUA-FLO SUPPLY INC	Parts for valve mtce	20.84
	Mtce parts for chlorinators	81.74
	Parts for chlorinators	290.26
AQUA-FLO SUPPLY INC Total		392.84
ARC IMAGING RESOURCES-CALIFORNIA	6204CP lease 071618-081618	111.69
	6204CP lease 081618-091618	111.69
ARC IMAGING RESOURCES-CALIFORNIA Total		223.38
AT&T	Long distance svc thru 080118	53.33
	Cust Svc, Genl 070418-080318	3,270.38
	N. East 080718-090618	483.78
	Cust Svc, Gen'l, Jun svc	2,238.98
	Cust Svc, Gen'l, Jul svc	248.78
	LAN Modem 062818-072718	75.39
AT&T Total		6,370.64

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Vendor Name	Description	Total
BAKER CORP	Well W-9 Water Softening	746.87
BAKER CORP Total		746.87
BEST BUY BUSINESS ADVANTAGE	49" TV,accessories for IT offc	773.47
BEST BUY BUSINESS ADVANTAGE Total		773.47
BOUQUET AUTO PARTS	Parts for Vacuum Truck	65.69
	Vacuum truck mtce parts	78.01
	Oil for truck # 62	32.82
	Warehouse compressor parts	73.41
BOUQUET AUTO PARTS Total		249.93
BURRTEC WASTE INDUSTRIES, INC.	Trash Svc, August 2018	339.30
BURRTEC WASTE INDUSTRIES, INC. Total		339.30
CDW DIRECT, LLC	CSRs/Privacy filters	419.86
	CSRs/22" Monitors (4)	728.04
	Monitor Arms for CS Dept.	690.63
	Monitor privacy filters (4)	408.01
CDW DIRECT, LLC Total		2,246.54
CHIQUITA CANYON LANDFILL	Commercial trash, 3.43 tons	212.66
	Commercial trash 2.92 tons	186.47
CHIQUITA CANYON LANDFILL Total		399.13
CINTAS CORPORATION #684	Uniforms	3,431.31
	Mop, freshener, soap, blg mats	1,286.27
CINTAS CORPORATION #684 Total		4,717.58
CINTAS FIRST AID & SAFETY LOC #168	Check,stock first aid cabinets	689.21
	Reviver AED, July mezannine	108.41
	Reviver AED, July, downstairs	64.61
CINTAS FIRST AID & SAFETY LOC #168 Total		862.23
CLEAN TOUCH JANITORIAL, INC.	Janitorial svc, July	1,625.00
CLEAN TOUCH JANITORIAL, INC. Total		1,625.00
COLUMBUS US, INC.	GP support, July	323.75
	GP Support svc, Aug	971.25
COLUMBUS US, INC. Total		1,295.00
CONNER, DARINE - Petty Cash	Weekly office meetings	176.61
	Truck #68 car wash	16.00
	Vending machine receipts July	(60.00)
	Cash register shortage	27.47
CONNER, DARINE - PETTY CASH Total		160.08

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Vendor Name	Description	Total
CORE & MAIN LP	B9 X Fiberlyte Lid	3,980.11
	10" meter covers (12)	784.46
	Blue marking chalk for Mtce	77.92
	Meter box lids (120)	3,980.11
	B36 Fiberlyte Lid	2,590.95
	3G Mag Mount Antenna Base	182.51
	2" MJ13 Meters (6)	4,244.55
	Ball valve,meter stop,couplg	1,654.51
	5# Granular chlorine (144)	2,978.57
	2" nipples, couplings	314.81
	Parts for 2" svc repair	160.63
	B24266N Meter Stops	1,189.29
	B24265N Meter Stops	2,926.31
	C87-44-NI, 1x7 Nipple, 2x1 Tee	764.91
	Fire Hydrants and Valve Boxes	3,517.75
3/4" BL06 Meter CF3G UC83 (250)	41,037.86	
CORE & MAIN LP Total		70,385.25
COUNTY OF LOS ANGELES DEPT OF PW	30124 Desert Rose permit	783.90
COUNTY OF LOS ANGELES DEPT OF PW Total		783.90
CSI SERVICES,INC.	Underwater inspections	20,100.00
CSI SERVICES,INC. Total		20,100.00
DATALINK NETWORKS INC.	1500W power supply (4)	1,081.86
	I/T Support, July overage	8,187.50
	I/T Support, August Retainer	4,000.00
	Evault svc, August 2018	3,510.00
	Datto - August svc	968.66
DATALINK NETWORKS INC. Total		17,748.02
DATAPROSE, LLC	High consumption letters	871.38
	Customer billing, July	12,186.73
DATAPROSE, LLC Total		13,058.11
DELOITTE TAX, LLP	012218 Fed, CA inc tax returns	10,500.00
	Tax services, June 2018	2,415.00
DELOITTE TAX, LLP Total		12,915.00
DIRECTV, INC.	Service 08/16/18-09/15/18	101.98
DIRECTV, INC. Total		101.98
EBIX, INC.	Base fee July, CPI adj	451.49
EBIX, INC. Total		451.49
EMPIRE CLEANING SUPPLY	Janitorial & blg paper supply	634.57
EMPIRE CLEANING SUPPLY Total		634.57
ENDRESS+HAUSER, INC.	Chlorine analyzers	2,132.74
ENDRESS+HAUSER, INC. Total		2,132.74
ENTERPRISE FLEET SERVICES	Fleet Svcs, June	563.44
	Fleet Svcs, July-Aug	23,375.87
ENTERPRISE FLEET SERVICES Total		23,939.31

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Vendor Name	Description	Total
EUROFINS EATON ANALYTICAL INC	UCMR4 testing 07/09/18	3,500.00
	Well testing 07/12/18	1,800.00
	GM-GP-IO testing 07/26/18	1,280.00
	PFOS/PFOA testing 07/23/18	700.00
	Stage 2 Quarterly DBP 7/26/18	90.00
	UCMR4 testing 07/23/18	3,500.00
	Stage 2 Quarterly DBP 071618	1,080.00
	Well testing 07/19/18	1,920.00
	NPDES Well 201 Testing 7/2/18	864.00
EUROFINS EATON ANALYTICAL INC Total		14,734.00
FEDAK & BROWN LLP	Professional svcs, July	8,929.00
FEDAK & BROWN LLP Total		8,929.00
FERGUSON CASE ORR PATERSON LLP	Professional Services, April	20.81
FERGUSON CASE ORR PATERSON LLP Total		20.81
FERGUSON WATERWORKS	5Gal liq dechlor (48)	3,067.40
	5Gal Dechlor Solution (48)	3,390.44
FERGUSON WATERWORKS Total		6,457.84
GAS COMPANY, THE	Service 07/17/18 - 08/15/18	332.74
	Service 06/15/18-06/30/18	193.06
	Service 07/01/18-07/17/18	218.81
GAS COMPANY, THE Total		744.61
GLATFELTER CLAIMS MANAGEMENT INC	Deductible,claim CAPF217070259	25,000.00
GLATFELTER CLAIMS MANAGEMENT INC Total		25,000.00
GRAINGER	Safety supplies	18.56
	Disposable gloves	166.72
GRAINGER Total		185.28
HACH COMPANY	Water quality testing supplies	2,847.32
	WQ testing supplies	641.62
HACH COMPANY Total		3,488.94
HOME DEPOT CREDIT SERVICES	Tools for mtce repairs	462.57
HOME DEPOT CREDIT SERVICES Total		462.57
HUERTA, JOSE	JH SQL Training 05/15/18	21.98
	JH, ESRI conference	1,378.33
HUERTA, JOSE Total		1,400.31
INDOOR PLANT PROFESSIONALS	Interior plant service, August	105.00
INDOOR PLANT PROFESSIONALS Total		105.00
IRJ ENGINEERS, INC.	Well E-17 Engineering Svcs	680.00
IRJ ENGINEERS, INC. Total		680.00
IRON MOUNTAIN, INC.	Off Site Document Shreding Svc	90.00
IRON MOUNTAIN, INC. Total		90.00

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Vendor Name	Description	Total
JENSEN DESIGN & SURVEY, INC.	Fire Flow and Memo, June svc	780.00
	Galberth Ct Fire Flow and Memo	960.00
	Relocate Line Between Well 206/2017	1,050.00
	Magic Mtn Pkwy Phasing Study & Pipel	11,833.75
	Mission Vlg Two 4MG Tanks Eng Svc	17,480.00
	Aidlin Hills TR52796 Prelim Eng Studies	262.50
	Metering Mission Vlg Grading Water	1,900.00
JENSEN DESIGN & SURVEY, INC. Total		34,266.25
KENNEDY/JENKS CONSULTANTS, INC.	V201 Treatment Add'l DDW Permitting	1,419.60
KENNEDY/JENKS CONSULTANTS, INC. Total		1,419.60
LANDCARE	Landscape mtce svc July 2018	644.70
LANDCARE Total		644.70
LAYNE CHRISTENSEN COMPANY	Magic Mtn Booster B80 Pump Replacem	3,672.74
LAYNE CHRISTENSEN COMPANY Total		3,672.74
LOS ANGELES TIMES	Daily newspaper thru 10/14/18	60.00
LOS ANGELES TIMES Total		60.00
LUHDORFF & SCALMANINI	Regional/2017 Annual Water Rpt	2,487.63
	SCWD/2017 Annual Water Rpt	2,487.63
	NWD/2017 Annual Water Rpt	2,487.63
	VWD/2017 Annual Water Rpt	2,487.61
	Regional/2018 Database Mtce	683.38
	SCWD/2018 Database Mtce	683.38
	NWD/2018 Database Mtce	683.38
	VWD/2018 Database Mtce	683.36
LUHDORFF & SCALMANINI Total		12,684.00
MARICO MAIL SERVICE	Banking,inter-ofc svc July	675.00
MARICO MAIL SERVICE Total		675.00
MCMASTER-CARR COMPANY	Standard wall Steel Pipe Nippl	96.01
MCMASTER-CARR COMPANY Total		96.01
NEWHALL WATER DIVISION	Phase 2C RW Design, Oct bill'g	806.17
	Vista Fairway 1" svc repair	1,659.96
	Paine Cir 1" svc repair	1,912.05
	Phase 2C RW Design	806.17
NEWHALL WATER DIVISION Total		5,184.35
NORTHROP GRUMMAN	Meter reader hand strap	198.71
NORTHROP GRUMMAN Total		198.71
NOSSAMAN LLP	Perchlorate claim, July svc	3,605.63
NOSSAMAN LLP Total		3,605.63
OFFICE DEPOT	Conference rm office chairs	547.45
OFFICE DEPOT Total		547.45
PETERSON PRINTING	4.25x5.5 mailing labels	125.93
	#10 security window envelopes	410.63
PETERSON PRINTING Total		536.56
PRES-TECH	LD-8 Leak Survey Tool	2,038.38
PRES-TECH Total		2,038.38

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Vendor Name	Description	Total
REFUND CUSTOMER	080718 Customer refunds	1,533.00
REFUND CUSTOMER Total		1,533.00
RYAN PROCESS INC	50# Constant Chlor+ Briquettes	17,108.28
RYAN PROCESS INC Total		17,108.28
SAGE SOFTWARE INC	Business Care Gold support 1yr	3,840.00
SAGE SOFTWARE INC Total		3,840.00
SANTA CLARITA CONCESSIONS	Coffee, creamer,tea,sugar	205.44
SANTA CLARITA CONCESSIONS Total		205.44
SANTA CLARITA VALLEY WATER AGENCY	Recycled water, July	33,251.52
	Recycled water, June	9,068.60
	WQ Lab fees, July	1,280.00
	Lab fees, July	2,523.00
	Lab fees, water softening, Jul	80.00
	Variable Water, July	428,766.72
	Fixed water charge, July	468,260.07
SANTA CLARITA VALLEY WATER AGENCY Total		943,229.91
SANTA CLARITA WATER DIVISION	Eng & Admin labor, June	1,454.10
	Valve maintenance	12,872.15
	Well 159, pull 400" column	1,046.86
	MM Booster Sta mtce parts	122.90
	BP, JN Eng svcs June	294.62
	RM Business cards	71.17
	SCWUA Vendor Fair, 3 attendees	96.77
	Ave Stanford hyd repair 071718	3,533.95
SANTA CLARITA WATER DIVISION Total		19,492.52
SMART & FINAL	Vending machine re-stock	122.28
SMART & FINAL Total		122.28
SOUTHERN CALIFORNIA EDISON CO	Purchased power, June	93,095.86
	Purchased power, July	141,863.20
	VWD office 071318-081318	6,074.78
SOUTHERN CALIFORNIA EDISON CO Total		241,033.84
STAATS CONSTRUCTION INC.	TR 52455-12 2" svc repair	1,825.00
	Paine Cir paving after repair	1,656.00
	23244 Sherwood, paving	2,772.00
	29013 Raintree, paving	2,897.00
	Bella Santa, paving	2,244.00
	27918 Dexter, 1" svc repair	4,305.00
	TR 52455-12, adjust services	1,368.00
	SC Gateway Abandon 6" G.V	6,720.00
	SC Gateway Front of Hilton	7,280.00
	VWD trash to landfill Jul 2018	240.00
	Avanti/relocate 2" blow off	1,958.00
	Skyview Ln/Old Rd 14x12 Dropin	2,597.20
	S17-810/Gateway	1,853.10
STAATS CONSTRUCTION INC. Total		37,715.30

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Valencia Water Division

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Vendor Name	Description	Total
SWRCB-DWOCP	TW D2, T2 cert renewal fees	120.00
	D1 cert renewal fee, FF	55.00
SWRCB-DWOCP Total		175.00
TPX COMMUNICATIONS, CO.	Internet circuit 080918-090818	1,126.44
TPX COMMUNICATIONS, CO. Total		1,126.44
TYCO INTEGRATED SECURITY LLC	Service 080118-103118	2,764.65
TYCO INTEGRATED SECURITY LLC Total		2,764.65
UNDERGROUND SERVICE ALERT	Tix charges (150); DB mtce fee	257.50
UNDERGROUND SERVICE ALERT Total		257.50
UNIQUE SERVICES	Clark TM22 - 2" trailer ball	200.00
	Tech conf room - A/V wiring	1,198.00
	Well EHS Improvements	4,985.00
UNIQUE SERVICES Total		6,383.00
UNITED RECORDS MANAGEMENT, INC.	Scanning svc misc acctg docs	1,557.93
	FilePath Cloud svc, July	282.00
UNITED RECORDS MANAGEMENT, INC. Total		1,839.93
UNIVERSITY ENTERPRISES, INC.	DJ/Water Sys Ops & Mtce	159.53
UNIVERSITY ENTERPRISES, INC. Total		159.53
VALENCIA BUILDING MATERIALS, INC.	90# concrete (35)	254.58
VALENCIA BUILDING MATERIALS, INC. Total		254.58
VALLEY COURIERS, INC	Exchange for W/Fargo, July	247.03
VALLEY COURIERS, INC Total		247.03
VERIZON WIRELESS	Service 071618-081518	2,661.36
VERIZON WIRELESS Total		2,661.36
WATERWISE CONSULTING, INC.	2018 Residential Water Surveys, Comm	7,642.24
WATERWISE CONSULTING, INC. Total		7,642.24
WELLS FARGO BANK, N.A.	EOC internet comm 07/25-08/25	202.65
	Conf rm chairs,ergo desk parts	1,678.55
	MR/Phone screen repair	185.71
	Tank hatch latches (4)	747.35
WELLS FARGO BANK, N.A. Total		2,814.26
WHATLEY, THERESA	AK Retirement Dinner 08/16/18	398.78
WHATLEY, THERESA Total		398.78
WORK BOOT WAREHOUSE	RS safety boots	250.00
	JA safety boots	250.00
WORK BOOT WAREHOUSE Total		500.00
WRIGHT EXPRESS FINANCIAL SERVICES	Fuel purchases thru 08/06/18	7,641.99
WRIGHT EXPRESS FINANCIAL SERVICES Total		7,641.99
Grand Total		1,621,748.02

Large Disbursement Check Registers

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Santa Clarita Valley Water Agency
Regional Division's Ten Largest Disbursements
August 1, 2018 to August 31, 2018

No.	Vendor Name	Check Number	Check Date	Account Title	Amount
	DEPARTMENT OF WATER RESOURCES	36176	08/01/2018	DEPARTMENT OF WATER RESOURCES VARIABLE WATER	\$ 797,203.00
		36335	08/16/2018	STATE WATER CONTRACT PAYMENT- CONTRACT #160213-AUGUST 2018	\$ 940,329.00
1	DEPARTMENT OF WATER RESOURCES				\$ 1,737,532.00
	SOUTHERN CALIFORNIA EDISON	36348	08/16/2018	ELECTRICITY-OTHER	\$ 4,451.59
				ELECTRICITY-PUMPING	\$ 173,604.84
				ELECTRICITY-TREATMENT PLANT	\$ 2,467.99
				ELECTRICITY-WELLS	\$ 14,032.79
2	SOUTHERN CALIFORNIA EDISON				\$ 194,557.21
	VALI COPPER & ASSOCIATES , INC.	36206	08/01/2018	ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES	\$ 111,006.38
3	VALI COPPER & ASSOCIATES , INC.				\$ 111,006.38
	SOLAR STAR CA. XXVIII, LLC/SUNPOWER	36386	823/2018	ELECTRICITY-DUE FROM SCWD	\$ 51,174.86
				ELECTRICITY-OTHER	\$ 1,023.50
				ELECTRICITY-PUMPING	\$ 36,845.90
				ELECTRICITY-TREATMENT PLANT	\$ 9,211.47
				ELECTRICITY-WELLS	\$ 4,093.98
4	SOLAR STAR CA. XXVIII, LLC/SUNPOWER				\$ 102,349.71
	STAY GREEN INC.	36388	08/23/2018	MAINTENANCE STAY GREEN	\$ 98,191.00
5	STAY GREEN INC.				\$ 98,191.00
	GSE CONSTRUCTION COMPANY INC.	36186	08/01/2018	PROGRESS PAYMENT #12 THRU 6/30/18-FOOTHILL FEEDER TURNOUT #200905	\$ 88,987.45
6	GSE CONSTRUCTION COMPANY INC.				\$ 88,987.45
	CLARK BROS. INC.	36353	08/23/2018	PROGRESS PAYMENT #14 THRU 7/20/18-CLEARWELL CT IMPROVEMENTS	\$ 93,392.50
				PROGRESS PAYMENT #14 RETENTION- TRUST-CLEARWELL CT IMPROVEMENTS	\$ (4,669.63)
7	CLARK BROS. INC.				\$ 88,722.87
	RMC WATER AND ENVIROMENT	36432	08/29/2018	ON-CALL ENGINEERING AND/OR CONSTRUCTION MNGT AND INSPECTION SERVICE	\$ 85,685.60
8	RMC WATER AND ENVIROMENT				\$ 85,685.60
	ACWA/JPIA	36167	08/01/2018	WORKERS COMP-DUE FROM SANTA CLARITA WATER	\$ 18,068.60
				WORKERS COMP-DUE FROM VALENCIA WATER	\$ 12,610.86
				WORKERS COMPENSATION. INSURANCE	\$ 28,124.49
9	ACWA/JPIA				\$ 58,803.95
	MICHAEL BAKER INTERNATIONAL, INC.	36192	08/0/2018	ON-CALL ENGINEERING AND/OR CM AND INSPECTION SERVICES	\$ 57,240.57
10	MICHAEL BAKER INTERNATIONAL, INC.				\$ 57,240.57
	Summary - Largest Ten Vendor Payments				\$ 2,623,076.74
Largest Ten Vendor Payments as Compared to Total Monthly Check Register					74%
Summary - All Checks Issued During August 2018					\$ 3,528,779.36

SCV Water-Newhall Water Division
 Ten Largest Disbursements
 August 1, 2018 to August 31, 2018

Vendor Name	Check	Check	Description	Amount
SCV WATER	111587	08/16/2018	PURCHASED WATER 7/18	207,923.42
			PURCHASED WATER 7/18 - SAUGUS WELL #1 & #2	14,392.19
			FIXED WATER CHARGES 7/18	130,046.35
			LAB FEES 7/18	963.00
1 SCV WATER				353,324.96
EDISON CO.	111499	08/02/2018	A/C #2-40-708-3856 6/18	127,604.44
2 EDISON CO.				127,604.44
EDISON CO.	111665	08/30/2018	A/C #2-40-708-3856 7/18	85,839.46
3 EDISON CO.				85,839.46
ACWA-JPIA/CB&T	111558	08/16/2018	HEALTH BENEFITS 9/18	59,901.05
4 ACWA-JPIA/CB&T				59,901.05
FAMCON PIPE AND SUPPLY INC.	111501	08/02/2018	LOW PRESSURE VALVES, AIR RELEASE VALVE, &	1,239.54
			INVENTORY	12,038.32
			INVENTORY	24,437.12
5 FAMCON PIPE AND SUPPLY INC.				37,714.98
RICKER CONSTRUCTION INC.	111640	08/23/2018	ASPHALT REPAIR - EBELDEN AVE	20,474.00
6 RICKER CONSTRUCTION INC.				20,474.00
FAMCON PIPE AND SUPPLY INC.	111667	08/30/2018	(1) 8" TAPPING SLEEVE	1,212.19
			(4) VAULTS 300-1056	19,053.00
7 FAMCON PIPE AND SUPPLY INC.				20,265.19
NOSSAMAN LLP	111580	08/16/2018	PERCHLORATE CLAIM 6/18	7,432.42
			PERCHLORATE CLAIM 7/18	3,605.63
8 NOSSAMAN LLP				11,038.05
CORE & MAIN LP	111532	08/09/2018	(4) 4" OCTAVE METERS 300-1056	9,756.71
			(2) TAPPING CAP	83.22
9 CORE & MAIN LP				9,839.93
FEDAK & BROWN LLP	111571	08/16/2018	AUDIT FY 17-18 PROGRESS BILLING	9,835.00
10 FEDAK & BROWN LLP				9,835.00
Summary				735,837.06

Santa Clarita Valley Water Agency

Santa Clarita Water Division

Check Register Report

Top Ten Payments Detail From: August 1, 2018 to August 31, 2018

	Vendor Name	Transaction Description	Transaction Amount
	SANTA CLARITA VALLEY WATER AGENCY	A T & T	\$1,740.31
		A T & T	\$675.94
		A T & T	\$1,064.37
		CABLES	\$125.96
		CALPERS ADJUST	\$3,862.26
		CALPERS PREPAYMENT	\$204,568.00
		DMV CHANGES	\$400.00
		FIXED JULY	\$623,915.16
		HOTEL - JN	\$201.82
		INSURANCE	\$67,961.73
		INFOSEND INV #136869 & INV #8385 COPPER EGL& AWAVC REGIS.	(\$1,680.73)
		JULY INSURANCE	\$69,537.26
		JULY LAB	\$2,905.00
		JULY PAYROLL	\$447,561.55
		JULY SHARED EMPLOYEE	\$14,470.85
		JULY VARIABLE	\$545,451.92
		LICENSE JULY	\$807.95
		LICENSES	\$2,584.40
		MEMBERSHIP CWEP	\$3,186.24
		OFFICE MAINT	\$5,924.10
		PAYROLL	\$653,309.35
		PUR SVC	\$21,001.18
		PURCHASED SERVICES	\$4,917.82
		RETIREE INSURANCE	\$838.39
		RETIREE INSURANCE	\$10,403.01
		RETIREE INSURANCE	\$8,844.58
		S16618- LAB	\$60.00
		S16623 LAB	\$72.00
		S17723-PHASE 1 -X-ACT TECH - NETWORK DOMAIN CONSOLIDATION	\$19,180.46
		S18908 - SCWD INV #8389 VARIOUS CHARGES	(\$922.79)
		SAUGUS JULY	\$39,250.00
		SHARED EMPLOYEE -JUNE	\$103.72
		SHARED EMPLOYEE - JUNE	\$127,591.76
		SUN POWER - MAY SVC	\$65,798.28
		SUNPOWER - JUNE SVC	\$68,029.24
		SUPPLIES	\$2,030.93
		SUPPLIES	\$1,530.62
		TRAINING HAZWOPER	\$1,750.00
		WAGE WORKS	\$62.63
		WAREHOUSE MAINT	\$1,529.40
		WAREHOUSE PEST	\$74.00
		WORKMAN COMP - ACWA/JPIA 4/1 - 6/30/18	\$18,068.61
		XACT, ENERNOC	\$6,877.50
1	SANTA CLARITA VALLEY WATER AGENCY		\$3,045,664.78

Santa Clarita Valley Water Agency

Santa Clarita Water Division

Check Register Report

Top Ten Payments Detail From: August 1, 2018 to August 31, 2018

	Vendor Name	Transaction Description	Transaction Amount
	SO. CALIFORNIA EDISON CO.	4652 AUG	\$12,369.44
		4652- JULY	\$56,512.62
		JULY CHARGES	\$143,172.32
		JUNE CHARGES	\$129,833.47
		OFFICE	\$4,900.16
		WAREHOUSE	\$2,629.24
2	SO. CALIFORNIA EDISON CO.		\$349,417.25
	AQUA METRIC SALES CO.	1" I-PERL T/R METER	\$18,672.47
		3/4" I-PERI TR/PL METERS	\$20,527.48
		S18802-METERS	\$29,141.69
3	AQUA METRIC SALES CO.		\$68,341.64
	CIVILTEC ENGINEERING INC.	S06812 GEN ENGINEER	\$1,280.00
		S06812-GEN ENGINEER	\$232.50
		S14612-SAND CANYON PLAZA	\$4,200.00
		S14612-SAND CANYON PLAZA	\$2,548.73
		S15604 LARC	\$90.00
		S15611 TOLL BROS	\$285.00
		S15611-GEN ENGINEER	\$100.00
		S16604 - RECYCLE WATER DESIGN PHASE 2	\$7,640.00
		S16610 VISTA	\$200.00
		S16611 - POTABLE WATER DESIGN PHASE 1	\$11,671.25
		S16623 SKYLINE RANCH	\$1,370.00
		S16623-SKYLINE RANCH 16" PIPE	\$200.00
		S16623-GEN ENGINEER	\$945.00
		S16623-SKYLINE RANCH BRIDGE PIPELINES	\$290.00
		S17607-SKYLINE RANCH PLAZA	\$7,095.75
		S17612-SKYLINE RANCH TANKS-REDESIGN	\$8,342.00
		S17612-SKYLINE RANCH TANKS	\$4,739.03
		S17613-PUMP	\$5,637.50
S18603-SKYLINE RANCH PLAZA	\$5,596.50		
4	CIVILTEC ENGINEERING INC.		\$62,463.26
	STATTS CONSTRUCTION INC.	S15611 - CHANGE ORDER TRACT 46018-11 PHASE 2	\$5,806.00
		S15714 SC-12	\$29,048.00
		S16623 MOBILIZATION/DEMobilIZATION	\$600.00
5	STATTS CONSTRUCTION INC.		\$35,454.00
	KENNEDY/JENKS CONSULTANTS	S16618 LADWP CROSS	\$1,189.48
		S16702 RECYC WATER	\$33,123.37
6	KENNEDY/JENKS CONSULTANTS		\$34,312.85
	MESA ENGINEERING	S18602-LINE FOR HYD ACROSS GOLDEN VALLEY	\$26,530.50
		SVC REPAIR BANNERMAN-EMERGENCY LEAK REPAIR	\$4,253.40
7	MESA ENGINEERING		\$30,783.90

Santa Clarita Valley Water Agency

Santa Clarita Water Division

Check Register Report

Top Ten Payments Detail From: August 1, 2018 to August 31, 2018

	Vendor Name	Transaction Description	Transaction Amount
	CORE & MAIN LP	16" FLG BUTTERFLY VALVE	\$4,984.92
		2" AIR VACUUM VALVE 945	\$1,592.37
		2" BALL VALVE W/LOCKRING	\$14,911.71
		2" DROP IN METER GASKETS	\$6.70
		3/4" FIP ANGLE METER STOP	\$2,273.43
		BOLT, GASKET	\$113.96
		FLG TEE	\$182.34
		HYDRANT BURY	\$337.43
		PARTS CLA VAL REPAIR	\$234.49
		S15714-BOLTS, GASKET	\$306.73
		S16615 CLA VALVE	\$3,300.76
8	CORE & MAIN LP		\$28,244.84
	NORTHERN DIGITAL	S18717-SCVWA-24 PRESSURE TRANSMITTERS	\$25,360.20
9	NORTHERN DIGITAL		\$25,360.20
	MC CROMETER, INC.	S17704 METERS	\$24,006.51
10	MC CROMETER, INC.		\$24,006.51
	Summary		\$3,704,049.23

Santa Clarita Valley Water Agency

Valencia Water Division

Top Ten Register Report

August 2018

Vendor Name	Description	Total
SANTA CLARITA VALLEY WATER AGENCY	Recycled water, July	33,251.52
	Recycled water, June	9,068.60
	WQ Lab fees, July	1,280.00
	Lab fees, July	2,523.00
	Lab fees, water softening, Jul	80.00
	Variable Water, July	428,766.72
	Fixed water charge, July	468,260.07
1 SANTA CLARITA VALLEY WATER AGENCY Total		943,229.91
SOUTHERN CALIFORNIA EDISON CO	Purchased power, June	93,095.86
	Purchased power, July	141,863.20
	VWD office 071318-081318	6,074.78
2 SOUTHERN CALIFORNIA EDISON CO Total		241,033.84
CORE & MAIN LP	B9 X Fiberlyte Lid	3,980.11
	10" meter covers (12)	784.46
	Blue marking chalk for Mtce	77.92
	Meter box lids (120)	3,980.11
	B36 Fiberlyte Lid	2,590.95
	3G Mag Mount Antenna Base	182.51
	2" MJ13 Meters (6)	4,244.55
	Ball valve,meter stop,couplg	1,654.51
	5# Granular chlorine (144)	2,978.57
	2" nipples, couplings	314.81
	Parts for 2" svc repair	160.63
	B24266N Meter Stops	1,189.29
	B24265N Meter Stops	2,926.31
	C87-44-NI, 1x7 Nipple, 2x1 Tee	764.91
	Fire Hydrants and Valve Boxes	3,517.75
	3/4" BL06 Meter CF3G UC83 (250)	41,037.86
3 CORE & MAIN LP Total		70,385.25
STAATS CONSTRUCTION INC.	TR 52455-12 2" svc repair	1,825.00
	Paine Cir paving after repair	1,656.00
	23244 Sherwood, paving	2,772.00
	29013 Raintree, paving	2,897.00
	Bella Santa, paving	2,244.00
	27918 Dexter, 1" svc repair	4,305.00
	TR 52455-12, adjust services	1,368.00
	SC Gateway Abandon 6" G.V	6,720.00
	SC Gateway Front of Hilton	7,280.00
	VWD trash to landfill Jul 2018	240.00
	Avanti/relocate 2" blow off	1,958.00
	Skyview Ln/Old Rd 14x12 Dropin	2,597.20
	S17-810/Gateway	1,853.10
	4 STAATS CONSTRUCTION INC. Total	

	JENSEN DESIGN & SURVEY, INC.	Fire Flow and Memo, June svc	780.00
		Galberth Ct Fire Flow and Memo	960.00
		Relocate Line Between Well 206/2017	1,050.00
		Magic Mtn Pkwy Phasing Study & Pipel	11,833.75
		Mission Vlg Two 4MG Tanks Eng Svc	17,480.00
		Aidlin Hills TR52796 Prelim Eng Studies	262.50
		Metering Mission Vlg Grading Water	1,900.00
5	JENSEN DESIGN & SURVEY, INC. Total		34,266.25
	GLATFELTER CLAIMS MANAGEMENT INC	Deductible,claim CAPF217070259	25,000.00
6	GLATFELTER CLAIMS MANAGEMENT INC Total		25,000.00
	ENTERPRISE FLEET SERVICES	Fleet Svcs, June	563.44
		Fleet Svcs, July-Aug	23,375.87
7	ENTERPRISE FLEET SERVICES Total		23,939.31
	CSI SERVICES,INC.	Underwater inspections	20,100.00
8	CSI SERVICES,INC. Total		20,100.00
	SANTA CLARITA WATER DIVISION	Eng & Admin labor, June	1,454.10
		Valve maintenance	12,872.15
		Well 159, pull 400" column	1,046.86
		MM Booster Sta mtce parts	122.90
		BP, JN Eng svcs June	294.62
		RM Business cards	71.17
		SCWUA Vendor Fair, 3 attendees	96.77
		Ave Stanford hyd repair 071718	3,533.95
9	SANTA CLARITA WATER DIVISION Total		19,492.52
	DATALINK NETWORKS INC.	1500W power supply (4)	1,081.86
		I/T Support, July overage	8,187.50
		I/T Support, August Retainer	4,000.00
		Evault svc, August 2018	3,510.00
		Datto - August svc	968.66
10	DATALINK NETWORKS INC. Total		17,748.02
Grand Total			1,432,910.40

Total Monthly Check Register Payments	1,621,748.02
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Top Ten Percentage Compared to Total Monthly Check Payments	88%
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Credit Card Registers

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Santa Clarita Valley Water Agency - Regional Division
Credit Card Charges
Paid in August 2018

Merchant Name	Description	Total
8870 ROYAL	3/4 Pipe Fittings, Conduit, Wire Connectors - Fire Pump Protection Controls	167.18
	3P 600V 30A CB - Admin. Building Air Handler Repair	761.03
	Brady Label Cartridges - Truck# I58	128.64
	Control Relays, Terminal Blocks, Contact Block, Tie Wrap Bases - Valve Vault 2 Clay Valve Control	176.11
	Control XFMR, Wire Terminals, Relay, Sockets - Fire Pump Protection	237.28
	Power XFMR, Fuse Holders, Fuses, Relay - Fire Pump Protection Controls	119.16
	Push Button, Tag - Fire Pump Protection	79.20
	Relay Socket Base - Fire Pump Protection	13.44
	Tie Wraps - Truck# I58 Stock	60.41
8870 ROYAL Total		1,742.45
ADOBE STOCK	Stock Photo subscription	159.98
ADOBE STOCK Total		159.98
ALBERTSONS 1360	Landscape Education Class - July 12	37.58
ALBERTSONS 1360 Total		37.58
AMAZON MKTPLACE PMTS	Anti-Blue Light Privacy Screen Protector for Monitor	59.90
	Bigelow Tea - 3 Pack	22.23
	Dust-Off Compressed Gas Duster, 8 Pack	35.59
	Replacement Filter for the Ice Machine - Spare	68.17
	Zeiss Lens Wipes for Maintenance Dept.	144.45
AMAZON MKTPLACE PMTS Total		330.34
AMAZON MKTPLACE PMTS WWW.	Cups for water jugs for all employee meetings - per KD	54.55
	Staples Black Wire Mesh Desk Bureau AJ	29.55
AMAZON MKTPLACE PMTS WWW. Total		84.10
AMAZON.COM	Amazon Basics 8-Sheet Cross-Cut Paper Shredder for R Patterson	38.30
	Portable Water Station supplies	552.53
	Tyvek Chemical Coverall for Maintenance Dept.	419.55
AMAZON.COM Total		1,010.38
AMAZON.COM AMZN.COM/BILL	Bigelow Tea, 1 Box	25.67
	EnerGel Gel Pens - 2 Boxes, MM MAINT	35.72
	Quartet Fabric Bulletin Board - WR	57.94
	Razor Point Stick Pens, Green - AA ACTG	12.25
	Replacement Filter for the Ice Machine	84.41
AMAZON.COM AMZN.COM/BILL Total		215.99
APL ITUNES.COM/BILL	Download of PDF editor for iPhone - LOST RECEIPT	8.95
APL ITUNES.COM/BILL Total		8.95
AQUA-FLO SUPPLY INC #3	1/2 Brass Fittings, Teflon Tape - Ozone Generator Maintenance	30.43
AQUA-FLO SUPPLY INC #3 Total		30.43
ASSOCIATION OF CALIFORNI	ACWA Region 8 Program - Registration - La Verne - 10/4/18 - Director Cooper	40.00
	ACWA Region 8 Program - Registration - La Verne - 10/4/18 - Director Martin	40.00
ASSOCIATION OF CALIFORNI Total		80.00
BEST BUY 00001131	USB Thumb Drives	38.28
BEST BUY 00001131 Total		38.28
CALIFORNIA SPECIAL DISTRI	CSDA 2018 Annual Conference - Registration - Indian Wells - 9/24-27/18-Dir. RJ Kelly	600.00
	CSDA Sample Policy Handbook - Inv. 43288	225.00
CALIFORNIA SPECIAL DISTRI Total		825.00
CALPERS CVENT	CalPERS Educational Forum 2018 - Registration - Indian Wells - 10/22-24/18 - A. Aguer	349.00
	CalPERS Educational Forum 2018 - Registration - Indian Wells - 10/22-24/18 - L. Medina	349.00
	CalPERS Educational Forum 2018 - Registration - Indian Wells - 10/22-24/18 - Y. Johnson	349.00
CALPERS CVENT Total		1,047.00
CA-NV SECTION, AWWA	CA/NV Annual Fall Conference 2018 - Registration - Rancho Mirage - 10/22-25/18 - H. An	520.00
CA-NV SECTION, AWWA Total		520.00
CMT SACRAMENTO27680016	Taxi SWC OME Comm. Mtg Sacramento	42.00
CMT SACRAMENTO27680016 Total		42.00
COSTCO DELIVERY 653	Office Supplies - 4-Pack Trash Cans/ 7 Takeya Pitchers - Taxable	205.66
COSTCO DELIVERY 653 Total		205.66
CWI CAMPING WORLD	Portable Water Station supplies	148.57
CWI CAMPING WORLD Total		148.57
DAPPER DANS CARWASH	Unit# I79 Car Wash	16.00
DAPPER DANS CARWASH Total		16.00
DMI DELL HLTHCR/PTR	Dell DP to HDMI connectors	136.67
	Dell OptiPlex 3060 Micro PCs for SCWD WHSE presentations	1,790.85
	Dell OptiPlex micro 7060 with 24 inch monitors	11,214.25
DMI DELL HLTHCR/PTR Total		13,141.77
EWING IRRIGATION PRD 125	Post -emergent and per-emergent.	430.53
EWING IRRIGATION PRD 125 Total		430.53
FACEBK HMNUCGSJH2	Media AD	30.24
FACEBK HMNUCGSJH2 Total		30.24
FACEBK MMNUCGSJH2	Media AD	9.63
FACEBK MMNUCGSJH2 Total		9.63
FASTENAL COMPANY01	drill bit	6.80
FASTENAL COMPANY01 Total		6.80
GAMUT SUPPLY LLC	Hydrofluoric Acid Neutralizer for ESFP Tracer Study.	86.90
GAMUT SUPPLY LLC Total		86.90

**Santa Clarita Valley Water Agency - Regional Division
Credit Card Charges
Paid in August 2018**

GRAINGER	Safety Sun Glasses for Maintenance Dept.	771.84
	Transducer for Sand Canyon	364.04
	Vibrating horn	162.84
GRAINGER Total		1,298.72
GRANTWRITIN	Grant Writing USA - Grant Management Class - Registration - Ontario - 8/15/18 - C. Fowler	595.00
GRANTWRITIN Total		595.00
JOHNSTONE SUPPLY VALENCIA	Belts for air handlers.	160.88
JOHNSTONE SUPPLY VALENCIA Total		160.88
JOINT POWERS INSURANCE AU	2018 ACWA JPIA Training Conference - Registration - Del Mar - 9/26/18 - E. Dill	190.00
JOINT POWERS INSURANCE AU Total		190.00
LIEBERTCASS	Liebert Cassidy Whitmore - Payroll Practices and FLSA Compliance - Registration - Buena Park - 7/19/18 - Y. Johnson and L. Medina	600.00
LIEBERTCASS Total		600.00
LINE-X OF SANTA CLARITA	Dekeed Bed System, Leveling Kit, Window Tint Installed of Unit # I63.	1,500.00
	Road Hazard Light Bar install on Unit # I37.	95.00
LINE-X OF SANTA CLARITA Total		1,595.00
LOGMEIN GOTOMEETING	open voice - goto meeting subscription	1.32
LOGMEIN GOTOMEETING Total		1.32
LOWES #01510	1/4 Hardware - CL17 Analyzer Mount	15.84
	3/8 Hardware - Plant Water Pump 3 Soft Starter Replacement	14.52
	Ant bait	11.32
	Event storage tubs	61.14
	Exit L.E.D. signs for Admin	194.91
	Lumber 2x6x10	20.52
	Parts for Cal Sense water controller.	5.45
	Rags for Turbidity	55.78
	Simple green cleaner.	11.26
	Small Tools - Truck# I58	36.08
	Suspension Cable Fittings - Sump Pump Installation	8.15
	Temp Gun and Locks for board room.	31.86
LOWES #01510 Total		466.83
LYFT RIDE TUE 11AM	Taxi, Sites Reservoir Mtg Sacramento	19.65
LYFT RIDE TUE 11AM Total		19.65
LYFT RIDE TUE 8AM	Taxi, Sites Reservoir Mtg Sacramento	22.76
LYFT RIDE TUE 8AM Total		22.76
MCMMASTER-CARR	Brass Pipe Fittings, Magnesium Anodes - Ozone Generator Maintenance	537.71
	Snubber for Sand canyon	69.30
	Snubbers for Sand Canyon	149.67
MCMMASTER-CARR Total		756.68
NATIONAL ASSOC OF GOVT W	National Association of Government Web Professionals - National 2018 Conference - Registration - Pittsburgh, PA - 9/11-14/18 - L. Gibson	1,125.00
NATIONAL ASSOC OF GOVT W Total		1,125.00
NATIONAL CONTRACT MANAGE	Membership to National Contract Management Association	310.00
NATIONAL CONTRACT MANAGE Total		310.00
NATIONAL ENVIRONMENTAL HE	National Environment Health Assoc. Membership	95.00
NATIONAL ENVIRONMENTAL HE Total		95.00
NEWHALL VALENCIA LOCK K	Door closer	235.43
NEWHALL VALENCIA LOCK K Total		235.43
NORMAN S WRIGHT AIRELINK	Ceiling Light Diffuser.	700.80
NORMAN S WRIGHT AIRELINK Total		700.80
OCT WATER QUALITY ACADEMY	3 Day Water Distribution Certificate Program Test Prep - Grade 5 - Registration - McClellan - 8/29-31/18 - R. Pulido	700.00
OCT WATER QUALITY ACADEMY Total		700.00
OFFICE DEPOT #5125	Lexar JumpDrive USB 2.0 Flash Drive - Supply	19.70
	Lexar JumpDrive USB 2.0 Flash Drive - WR	19.70
OFFICE DEPOT #5125 Total		39.40
OFFICEMAX/DEPOT 6391	Landscape Education flash drive	5.48
OFFICEMAX/DEPOT 6391 Total		5.48
OREILLY AUTO #3797	Replacement Battery - Truck# I58	188.84
OREILLY AUTO #3797 Total		188.84
OWPSACSTATE	Water Distribution System Operation and Maintenance Online Course - Registration - S. Bader	159.53
OWPSACSTATE Total		159.53
PANERA BREAD #204228	Landscape Education Workshop 7/12	262.04
	Watershed meeting Approved	92.93
PANERA BREAD #204228 Total		354.97
PAYPAL ASSOCIATION	AWA/CCWUC Educational Luncheon Program - Registration - Camarillo - 7/25/18 - J. Yim	38.00
PAYPAL ASSOCIATION Total		38.00
PEPBOYS STORE 808	Terminal Lugs - Generator Battery Charger Connection	42.40
PEPBOYS STORE 808 Total		42.40
PIHRA	PIHRA Membership Dues - A Mantis	125.00
PIHRA Total		125.00
PLASTIC-MART	275 gallon storage totes	1,322.86
PLASTIC-MART Total		1,322.86
SANTA CLARITA VALLEY CHAM	SCV Chamber Mixer 7/18/18	15.00
SANTA CLARITA VALLEY CHAM Total		15.00
SKILLPATH / NATIONAL	Leadership and Management Skills for Women - Registration - Burbank - 9/5/18 - K. Denkinger	199.00
SKILLPATH / NATIONAL Total		199.00

**Santa Clarita Valley Water Agency - Regional Division
Credit Card Charges
Paid in August 2018**

SOUTHWES 5261463273556	OME Committee Meeting - Airfare - Sacramento - 7/12/18 - D. Marks	479.96
SOUTHWES 5261463273556 Total		479.96
SOUTHWES 5261470339384	SWCs Special Board Meeting - Airfare - Sacramento - 8/29/18 - M. Stone	479.96
SOUTHWES 5261470339384 Total		479.96
SOUTHWES 5261470868009	SWCs Monthly Meeting - Airfare - Sacramento - 10/17-18/18 - M. Stone	479.96
	SWCs Monthly Meeting - Airfare Credit - Sacramento - 10/17-18/18 - M. Stone	(479.96)
SOUTHWES 5261470868009 Total		0.00
SOUTHWES 5261470873586	SWCs Monthly Meeting - Airfare - Sacramento - 10/17-18/18 - D. Marks	479.96
SOUTHWES 5261470873586 Total		479.96
SPUDNUTS BAKERY CROISSANT	Landscape Education class 7/21/18	47.04
SPUDNUTS BAKERY CROISSANT Total		47.04
SUPPLYHOUSE.COM	Portable Water Station supplies	29.16
SUPPLYHOUSE.COM Total		29.16
THE CITIZEN HOTEL	SWCs Monthly Meeting - Lodging - Sacramento - 7/19/18 - M. Stone	330.61
THE CITIZEN HOTEL Total		330.61
THE HOME DEPOT #0653	Conduit for Cal Sense	13.88
	Filters for maintenance trailer	14.68
	Filters for Teacher trailer	63.50
	Parts for Admin pipe repair.	16.24
THE HOME DEPOT #0653 Total		108.30
THE HOME DEPOT #1055	Pipe wrap, 2 sided tape	30.81
THE HOME DEPOT #1055 Total		30.81
UBER TRIP EQK2N	SWCs Monthly Meeting - Taxi - Sacramento - 7/19/18 - M. Stone	13.62
	SWCs Monthly Meeting -Taxi - Tip - Sacramento - 7/19/18 - M. Stone	3.00
UBER TRIP EQK2N Total		16.62
UNITED 0162407424059	National Association of Government Web Professionals - National 2018 Conference - Airfare - Pittsburgh, PA - 9/11-14/18 - L. Gibson	1,027.60
UNITED 0162407424059 Total		1,027.60
URBAN WATER	Urban Water Conf. Sponsorship	1,500.00
URBAN WATER Total		1,500.00
V.S.P. PARKING BURBANK	Parking Burbank Airport, Sites Reservoir Mtg Sacramento	12.00
	Parking Burbank Airport, SWC OME Comm. Mtg Sacramento	12.00
	SWCs Monthly Meeting - Parking Taxi - Sacramento - 7/19/18 - M. Stone	24.00
V.S.P. PARKING BURBANK Total		48.00
VALLEY INDUSTRIAL ASSOCIA	TRAINING SESSION AT VIA - ACTIVE SHOOTER	50.00
	VIA Active Shooter Training class - Ryan Hensley	50.00
	VIA Active Shooter training class 8/21/18 - April Jacobs	50.00
	VIA Active Shooter training class 8/21/18 - Karen Denkinger	50.00
	VIA Active Shooter training class 8/21/18 - Kathie Martin	50.00
	VIA Active Shooter training class 8/21/18 - Kathleen Willson	50.00
	VIA Active Shooter training class 8/21/18 - Robert McLaughlin	50.00
	VIA August Monthly Luncheon - Registration - 8/21/18 - Director Atkins	50.00
	VIA July Monthly Luncheon - Registration - 8/21/18 - Director McMillan	50.00
	VIA July Monthly Luncheon - Registration - 8/21/18 - Directors Atkins and Kelly	100.00
	VIA July Monthly Luncheon - Registration - 8/21/18 - J. Leserman	50.00
	VIA July Monthly Luncheon - S.Cole, K. Martin	100.00
VALLEY INDUSTRIAL ASSOCIA Total		700.00
VARIDESK	Varidesk Arms for Duel Screens - A. Aguer	213.53
	Varidesk Arms for Duel Screens - A. Jacobs	213.53
VARIDESK Total		427.06
WEIL CONSULTING AND CO	2018 Western Regional Conf. - 8/21/18 - 8/22/18 - E. Velazquez	250.00
WEIL CONSULTING AND CO Total		250.00
WESTERN BAGEL TOO 4	Landscape Education class 7/21/18	72.85
WESTERN BAGEL TOO 4 Total		72.85
WESTIN MISSION HILLS RSRT	CA/NV Annual Fall Conference 2018 - Lodging First Nights Deposit - Rancho Mirage - 10/22-25/18 - H. An	232.16
WESTIN MISSION HILLS RSRT Total		232.16
WWW.NEWEGG.COM	Windows 7 Software for SCADA PCs	279.98
WWW.NEWEGG.COM Total		279.98
Subtotal		38,152.20

Santa Clarita Valley Water Agency - Regional Division
 Credit Card Charges
 Paid in August 2018

Employee Meals		
Merchant Name	Description	Total
ALBERTSONS 1360	July 2 Team Building BBQ - Regional	225.46
ALBERTSONS 1360 Total		225.46
BACKWOODS INN	Monthly Lunch with Directors re: Agency Business - Director Gladbach and M. Stone.	39.20
BACKWOODS INN Total		39.20
CHI CHI PIZZA	Agency organizational changes - B. Johnson, K. Abercrombie Regional Accounting department lunch / audit discussion	22.01 170.86
CHI CHI PIZZA Total		192.87
KARMA CLUB INDIAN CUIS	Monthly Lunch with Directors re: Agency Business - Director Gutzeit and M. Stone	29.71
KARMA CLUB INDIAN CUIS Total		29.71
RATTLERS BAR B QUE - 1	Lunch meeting w/marketing staff from The Signal	31.58
RATTLERS BAR B QUE - 1 Total		31.58
SALT CREEK GRILLE	Monthly Lunch with Management Staff re: Finance Issues - M. Stone and B. Johnson Monthly Lunch with Management Staff re: Water Resources Issues - M. Stone and S. Cole	48.13 55.43
SALT CREEK GRILLE Total		103.56
SPROUTS FARMERS MAR	July 16 Team Building BBQ - Regional	142.08
SPROUTS FARMERS MAR Total		142.08
THE CITIZEN HOTEL F&B	SWCs Monthly Meeting - Lunch - Sacramento - 7/19/18 - M. Stone	29.70
THE CITIZEN HOTEL F&B Total		29.70
WOLF CREEK RESTAURANT & B	Monthly Lunch with Management Staff re: Engineering Issues - M. Stone and B. Folsom	45.93
WOLF CREEK RESTAURANT & B Total		45.93
Subtotal		840.09
Grand Total		38,992.29

NWD Credit Card Register - American Express

For the month ending August 31, 2018

Merchant Name	Description	Total
Staples	Office Supplies	168.48
Officemax/Depot	Office Supplies	55.75
Paypal	General Software	39.99
GoDaddy.com	Web Hosting	2.99
CTC*Constant Contact	Monthly Electronic Newsletter Database	95.00
X-ACT Technology	Monthly IT Support Service	3,000.00
IN *Datalink Network Santa Clarita	Datto Service	2,088.06
Intuit Quickbooks	Upgrade to Quickbooks 2018	1,119.95
WEB*Networksolutions	Web Hosting & Web Forwarding	28.96
Amazon.com	Service Charge	6.90
	Notebooks	82.10
	Otterbox Phone Cases	42.65
	Surge Protectors	109.45
	Battery Backup and Surge Protectors	437.90
	Office Supplies	51.48
	Otterbox Phone Cases & Office Supplies	80.97
	Cell Phone Chargers	65.10
	Bluetooth Headsets	310.18
Amazon.com Total		1,186.73
AutoNation Ford	Remote Batteries	15.31
Subtotal American Express		7,801.22
Employee Meals- American Express		
Iconic Eats	Business lunch meeting to discuss staff relocations/duties - M. Alvord & B. Johnson	43.78
Subtotal		43.78
Grand Total American Express		7,845.00

NWD Credit Card Register - US Bank Visa

For the month ending August 31, 2018

Merchant Name	Description	Total
Target	Office Supplies	28.59
Dapper Dan's Carwash	Car Wash #55	29.95
	Car Wash #73	19.95
Dapper Dan's Carwash Total		49.90
A1 Battery	Battery	165.39
John C. Ernst Co	Tank Supplies	464.97
HD Supply White Cap	Rainguard Column	191.71
Sam's club	Office Supplies	260.11
Vons	Office Supplies	53.00
Amazon.com	Teflon Tape	182.40
	LCD Monitor	50.36
	Office/Kitchen Supplies	74.06
	Electrolytes	14.74
Amazon.com Total		321.56
PepBoys Store	Auto Parts	73.78
Vincenzo's Pizza	Lunch - Shoring Class	311.68
Western Bagel Too	Breakfast - Traffic Control Class	72.00
	Breakfast - Shoring Class	72.00
Western Bagel Too Total		144.00
Jack In The Box	Breakfast - Crew Working on Leak	43.30
UPS	Shipping for Return of Pipe Locator	110.59
Subtotal US Bank Visa		2,218.58
Employee Meals- US Bank Visa		
Toppers Pizza	Lunch meeting to discuss Skyline Tank Plans - J. Gilliam & J. Jenkins	22.99
Subtotal		22.99
Grand Total US Bank Visa		2,241.57

SCWD Credit Card Register For the Month Ended August 31, 2018		
Merchant Name	Description	Total
Amazon Total	Fuel pump parts and misc. warehouse supplies	\$298.83
Best Buy	Production Surface Pro Accessories	\$170.75
	Keyboard	\$65.69
Best Buy Total		\$236.44
BNP ENR/AR/NEWS/PS Total	ENR (Engineering News-Record) E-Publication	\$45.00
Costco	Snacks for Meetings	\$51.97
	Snacks for Meetings	\$33.98
Costco Total		\$85.95
Corner Bakery	Breakfast - Traffic control training	\$294.83
	Excavation Training Breakfast 8/28	\$160.80
	Excavation Training Breakfast 8/29	\$160.80
Corner Bakery Total		\$616.43
Flame & Skewers	Excavation Training lunch 8/28	\$241.81
	Excavation Training lunch 8/29	\$227.58
Flame & Skewers Total		\$469.39
Joint Powers Insurance Authority	Conference Registration - RH	\$190.00
	Conference Registration - LT	\$190.00
Joint Powers Insurance Authority Total		\$380.00
Panera Bread Total	Executive Staff Meeting	\$156.78
PayPal	Leadership Conference	\$85.00
	Microswitches	\$144.55
	LA County Women's Leadership Conference (10 Attendees)	\$1,000.00
PayPal Womens Conf. Total		\$1,229.55
Sams Club	Drinks for excavation training	\$51.92
	Warehouse and Training supplies	\$128.62
Sams Club Total		\$180.54
Skillpath/National	Leadership Training - L. Quintero	\$199.00
	Leadership Training - M. Restivo	\$199.00
Skillpath/National		\$398.00
USPS	Return to McCrometer	\$20.55
	Trimbel unit sent for configuration	\$7.90
USPS Total		\$28.45
Walmart	Engineering Supplies, Engineering Services Luncheon, 8/29/18	\$53.26
	Office Supplies	\$35.62
	Warehouse and Office supplies	\$175.16
	Executive Staff Meeting	\$12.44
Walmart Total		\$276.48
Wells Fargo Total	Overlimit Fee (Wells Fargo will issue credit)	\$39.00
Employee Meals		
RATTLERS BAR B QUE	ENGINEERING SERVICES LUNCHEON, 8/29/18	\$352.94
CALIFORNIA PIZZA KITCHEN	LUNCH MEETING WITH B. JOHNSON	\$44.62
ISLAND RESTAURANT	LUNCH MEETING WITH M. STONE	\$38.15
Subtotal		435.71
Grand Total		\$4,876.55

**Santa Clarita Valley Water Agency
Valencia Water Division
Credit Card Register
As of August 31, 2018**

Wells Fargo MasterCard

Merchant Name	Description	Total
Bilco Commercial Parts	Hatch latches for Tanks	747.35
Globalindustrial.com	(I/T dept) audio-visual cart	266.02
HughesNet	EOC internet comm service fee, 07/25/18-08/25/18	202.65
Office Depot	Chairs for Tech Conference Room	328.47
Phone Heaven	(MR) iPhone screen repair	185.71
VariDesk	(MM, CS) Accessories for stand-up ergonomic desks	1,084.06
Grand Total - Wells Fargo MasterCard		2,814.26

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Wire Disbursements

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Santa Clarita Valley Water Agency
All Divisions
Outgoing Wire Transfers / ACH's
From: August 1, 2018 to August 31, 2018

<u>Wire/ACH Recipient</u>	<u>Regional Division</u>	<u>Description</u>	<u>Amount</u>
LAIF		Wire transfer to LAIF	\$ 2,000,000.00
SCE		Electric Charges	219,867.97
CalPERS		Medical - August	207,037.81
CalPERS		Medical - September	205,467.98
IRS/EDD		Taxes & Withholdings - 8/10 Pay date	148,568.48
IRS/EDD		Taxes & Withholdings - 8/24 Pay date	142,390.77
CalPERS		Retirement - 7/27 Pay date	91,209.88
Lincoln		Deferred Comp - 7/27 Pay date	75,284.64
Lincoln		Deferred Comp - 8/10 Pay date	74,356.87
Lincoln		Deferred Comp - 8/24 Pay date	73,705.26
Wells Fargo		July P-card charges; paid in August	38,992.29
TPX		Telephone Charges	850.51
CA State Disburse. Unit		Withholdings	702.71
Director McMillian		Reimburse Expenses	442.40
Director Efstathiou		Reimburse Expenses	90.47
Director Martin		Reimburse Expenses	44.84
		Total	\$ 3,279,012.88

<u>Wire Recipient</u>	<u>Newhall Water Division</u>	<u>Description</u>	<u>Amount</u>
SCVWA Regional		June & July Due From Reimb	435,871.45
CalPERS		Retirement 8/10 Paydate	26,645.36
Infosend		Bill Preparation & Postage	4,023.24
Stambaugh		Mammoth Cell Lease	6,115.62
Transaction Warehouse		Web Payment Fee	3,379.60
		Total	\$ 476,035.27

<u>Wire Recipient</u>	<u>Santa Clarita Water Division</u>	<u>Description</u>	<u>Amount</u>
			N/A
		Total	\$ -

<u>Wire Recipient</u>	<u>Valencia Water Division</u>	<u>Description</u>	<u>Amount</u>
			N/A
		Total	\$ -

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Director Stipends

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DIRECTORS STIPENDS PAID SEPTEMBER 2018
For the Month of August 2018

Director B. J. Atkins

Date	Meeting	Amount
08/07/18	Regular Board Meeting	\$228.15
08/16/18	Public Outreach and Legislation Committee Meeting	\$228.15
08/20/18	Finance and Administration Committee Meeting	\$228.15
08/21/18	VIA Monthly Luncheon	\$228.15
	Stipend Total	\$912.60
	Total Paid Days	4
	Total Meetings	4

Director Ed Colley

Date	Meeting	Amount
08/20/18	Finance and Administration Committee Meeting	\$228.15
	Stipend Total	\$228.15
	Total Paid Days	1
	Total Meetings	1

Director William Cooper

Date	Meeting	Amount
08/02/18	Engineering and Operations Committee Meeting	\$228.15
08/07/18	Regular Board Meeting	\$228.15
08/08/18	Water Resources and Watershed Committee Meeting	\$228.15
08/27/18	Agenda Planning	\$228.15
	Stipend Total	\$912.60
	Total Paid Days	4
	Total Meetings	4

Director Dean Efstathiou

Date	Meeting	Amount
08/02/18	Engineering and Operations Committee Meeting	\$228.15
08/07/18	SCWC Legislative Task Force Meeting	\$0.00
08/07/18	Regular Board Meeting	\$228.15
08/20/18	Finance and Administration Committee Meeting	\$228.15
8/22/18	UWI 25th Annual Conference	\$228.15
8/23/18	UWI 25th Annual Conference	\$228.15
8/24/18	UWI 25th Annual Conference	\$228.15
8/27/18	SCWC Legislative Task Force Meeting	\$228.15
	Stipend Total	\$1,597.05
	Total Paid Days	7
	Total Meetings	8

Director Tom Campbell

Date	Meeting	Amount
08/02/18	Engineering and Operations Committee Meeting	\$228.15
08/07/18	Regular Board Meeting	\$228.15
08/08/18	Water Resources and Watershed Committee Meeting	\$228.15
	Stipend Total	\$684.45
	Total Paid Days	3
	Total Meetings	3

Director Kathy Colley

Date	Meeting	Amount
08/16/18	Public Outreach and Legislation Committee Meeting	\$228.15
	Stipend Total	\$228.15
	Total Paid Days	1
	Total Meetings	1

Director Robert DiPrimo

Date	Meeting	Amount
08/07/18	Regular Board Meeting	\$228.15
08/08/18	Water Resources and Watershed Committee Meeting	\$228.15
08/10/18	Conference Call with M. Stone re: Ad Hoc Committee	\$228.15
08/20/18	Finance and Administration Committee Meeting	\$228.15
08/22/18	UWI 25th Annual Conference	\$228.15
08/23/18	UWI 25th Annual Conference	\$228.15
08/30/18	Compensation and Reimbursement Policy Ad Hoc Committee Meeting	\$228.15
	Stipend Total	\$1,597.05
	Total Paid Days	7
	Total Meetings	7

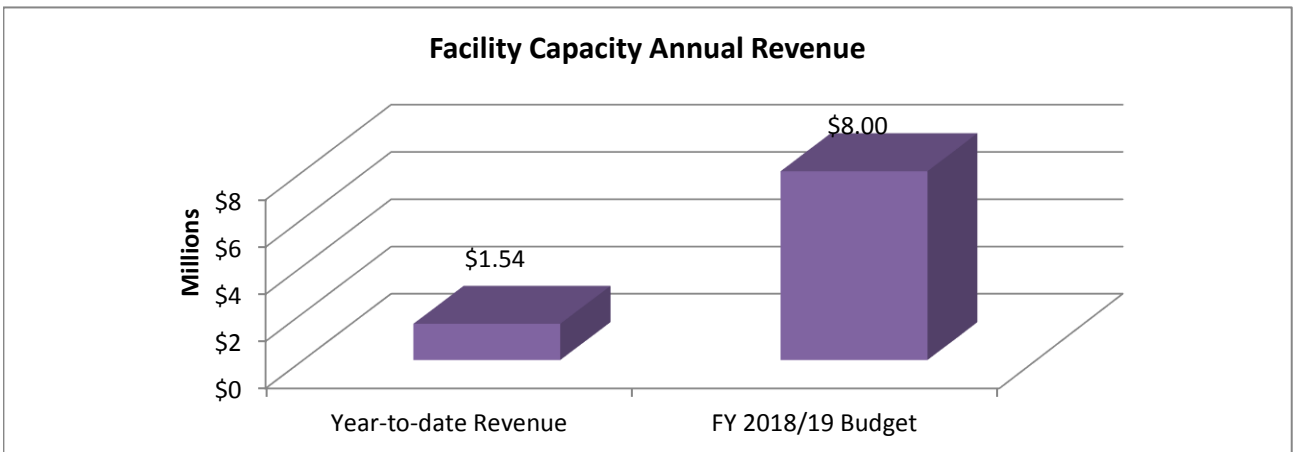
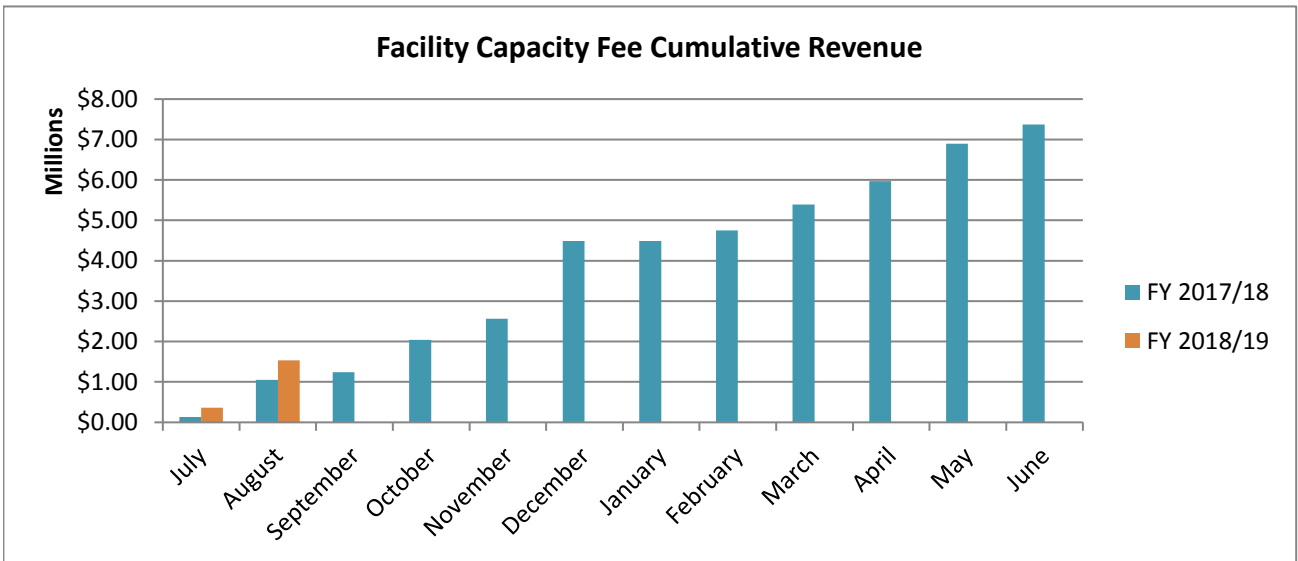
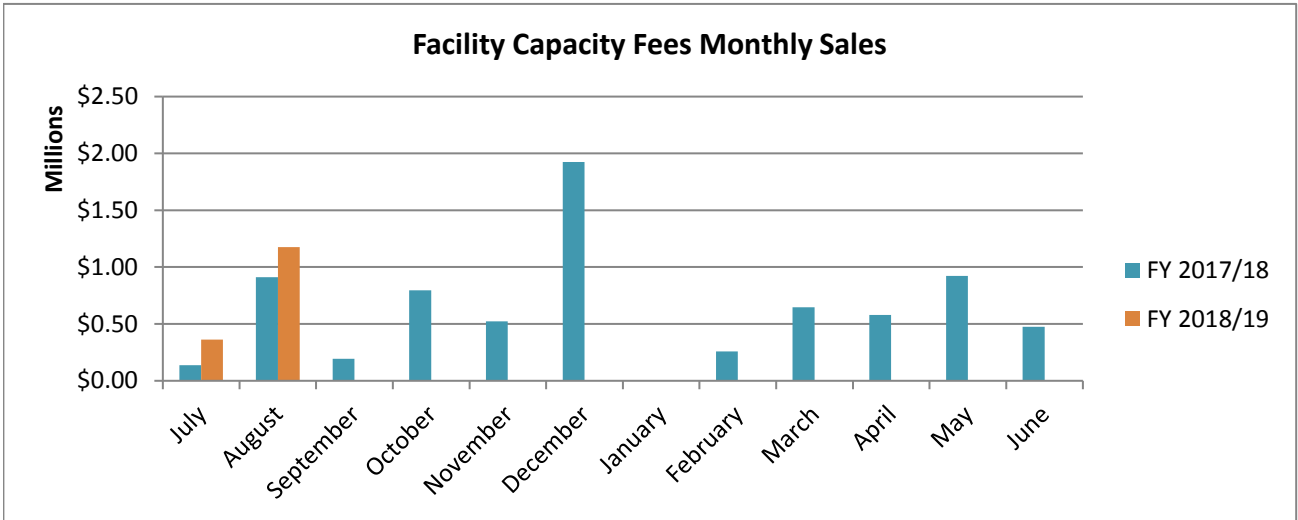
Director Jerry Gladbach

Date	Meeting	Amount
08/01/18	NWRA Western Water Seminar	\$228.15
08/02/18	NWRA Western Water Seminar	\$228.15
08/03/18	NWRA Western Water Seminar	\$228.15
08/04/18	NWRA Western Water Seminar - Travel Day	\$228.15
08/07/18	Regular Board Meeting	\$228.15
08/08/18	Water Resources and Watershed Committee Meeting	\$228.15
08/10/18	ACWA Energy Committee Meeting/Working Group	\$228.15
08/16/18	Public Outreach and Legislation Committee Meeting	\$228.15
08/28/18	ACWA Energy Committee Meeting	\$228.15
08/30/18	Compensation and Reimbursement Policy Ad Hoc Committee Meeting	\$228.15
	Stipend Total	\$2,281.50
	Total Paid Days	10
	Total Meetings	10

Facility Capacity Fee Revenues

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REGIONAL DIVISION FACILITY CAPACITY FEE REVENUES FY 2018/19 as of August 31, 2018



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Variable Rate Demand Obligations

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2008A VRDO Performance

Date	Bond Rate	Bond Rate including fees	Rate Decrease**
7/16/2014	0.04%	4.10%	
7/23/2014	0.05%	4.11%	
7/30/2014	0.05%	0.60%	Swap termination.
10/5/2016	0.85%	1.40%	2.71%
10/12/2016	0.79%	1.34%	2.77%
10/19/2016	0.64%	1.19%	2.92%
10/26/2016	0.53%	1.08%	3.03%
11/2/2016	0.50%	1.05%	3.06%
11/9/2016	0.50%	1.05%	3.06%
11/16/2016	0.50%	1.05%	3.06%
11/23/2016	0.50%	1.05%	3.06%
11/30/2016	0.55%	1.10%	3.01%
12/7/2016	0.58%	1.13%	2.98%
12/14/2016	0.66%	1.21%	2.90%
12/21/2016	0.69%	1.24%	2.87%
12/28/2016	0.69%	1.24%	2.87%
1/4/2017	0.64%	1.19%	2.92%
1/11/2017	0.64%	1.19%	2.92%
1/18/2017	0.64%	1.19%	2.92%
1/25/2017	0.64%	1.19%	2.92%
2/1/2017	0.64%	1.19%	2.92%
2/8/2017	0.63%	1.18%	2.93%
2/15/2017	0.63%	1.18%	2.93%
2/22/2017	0.62%	1.17%	2.94%
3/1/2017	0.60%	1.15%	2.96%
3/8/2017	0.62%	1.17%	2.94%
3/15/2017	0.72%	1.27%	2.84%
3/22/2017	0.80%	1.35%	2.76%
3/29/2017	0.87%	1.42%	2.69%
4/5/2017	0.87%	1.42%	2.69%
4/12/2017	0.86%	1.41%	2.70%
4/19/2017	0.90%	1.45%	2.66%
4/26/2017	0.90%	1.45%	2.66%
5/3/2017	0.82%	1.37%	2.74%
5/10/2017	0.77%	1.32%	2.79%
5/17/2017	0.75%	1.30%	2.81%
5/24/2017	0.75%	1.30%	2.81%
5/31/2017	0.73%	1.28%	2.83%
6/7/2017	0.72%	1.27%	2.84%
6/14/2017	0.78%	1.33%	2.78%
6/21/2017	0.81%	1.36%	2.75%
6/28/2017	0.86%	1.41%	2.70%
7/5/2017	0.81%	1.36%	2.75%
7/12/2017	0.78%	1.33%	2.78%
7/19/2017	0.78%	1.33%	2.78%
7/26/2017	0.83%	1.38%	2.73%
8/2/2017	0.74%	1.29%	2.82%
8/9/2017	0.74%	1.29%	2.82%
8/16/2017	0.73%	1.28%	2.83%
8/23/2017	0.75%	1.30%	2.81%
8/30/2017	0.75%	1.30%	2.81%
9/6/2017	0.75%	1.30%	2.81%
9/13/2017	0.80%	1.35%	2.76%

2008A VRDO Performance

Date	Bond Rate	Bond Rate including fees	Rate Decrease**
9/20/2017	0.85%	1.40%	2.71%
9/27/2017	0.91%	1.46%	2.65%
10/4/2017	0.89%	1.44%	2.67%
10/11/2017	0.89%	1.44%	2.67%
10/18/2017	0.89%	1.44%	2.67%
10/25/2017	0.90%	1.45%	2.66%
11/1/2017	0.90%	1.45%	2.66%
11/8/2017	0.90%	1.45%	2.66%
11/15/2017	0.90%	1.45%	2.66%
11/22/2017	0.94%	1.49%	2.62%
11/29/2017	0.94%	1.49%	2.62%
12/6/2017	0.96%	1.51%	2.60%
12/13/2017	1.08%	1.63%	2.48%
12/20/2017	1.38%	1.93%	2.18%
12/27/2017	1.60%	2.15%	1.96%
1/3/2018	1.40%	1.95%	2.16%
1/10/2018	1.28%	1.83%	2.28%
1/17/2018	1.15%	1.70%	2.41%
1/24/2018	1.04%	1.59%	2.52%
1/31/2018	0.99%	1.54%	2.57%
2/7/2018	0.88%	1.43%	2.68%
2/14/2018	0.93%	1.48%	2.63%
2/21/2018	1.00%	1.55%	2.56%
2/28/2018	1.03%	1.58%	2.53%
3/7/2018	1.04%	1.59%	2.52%
3/14/2018	1.11%	1.66%	2.45%
3/21/2018	1.28%	1.83%	2.28%
3/28/2018	1.46%	2.01%	2.10%
4/4/2018	1.53%	2.08%	2.03%
4/11/2018	1.58%	2.13%	1.98%
4/18/2018	1.67%	2.22%	1.89%
4/25/2018	1.64%	2.19%	1.92%
5/2/2018	1.51%	2.06%	2.05%
5/9/2018	1.35%	1.90%	2.21%
5/16/2018	1.20%	1.75%	2.36%
5/23/2018	0.95%	1.50%	2.61%
5/30/2018	0.83%	1.38%	2.73%
6/6/2018	0.83%	1.38%	2.73%
6/13/2018	1.15%	1.70%	2.41%
6/20/2018	1.30%	1.85%	2.26%
6/27/2018	1.30%	1.85%	2.26%
7/4/2018	0.95%	1.50%	2.61%
7/11/2018	0.90%	1.45%	2.66%
7/18/2018	0.85%	1.40%	2.71%
7/25/2018	0.69%	1.24%	2.87%
8/1/2018	1.09%	1.64%	2.47%
8/8/2018	1.22%	1.77%	2.34%
8/15/2018	1.26%	1.81%	2.30%
8/22/2018	1.28%	1.83%	2.28%
8/29/2018	1.28%	1.83%	2.28%
9/5/2018	1.25%	1.80%	2.31%
9/12/2018	1.24%	1.79%	2.32%
9/19/2018	1.24%	1.79%	2.32%
9/26/2018	1.29%	1.84%	2.27%



**FINANCE AND ADMINISTRATION COMMITTEE
PLANNING CALENDAR FY 2018/19**

**ITEM NO.
9**

OCTOBER 2018

COMMITTEE (October 15)

1. Discuss USCVJPA Intent to Issue Tax Exempt Obligations
2. Recommend Approval of Resolution Authorizing Professional Services Agreement with AAC Utility Partners for Selection Services for New Financial Management System
3. Recommend Approval of a Resolution Adopting a Records Retention Policy and Schedule
4. Discuss Reserve Fund Policy
5. Continue Discussion of Development of Rate-setting Process Incorporating an Independent Ratepayer Advocate Function
6. Review Valencia Water Company January 22, 2018 and December 31, 2017 Financial Statements
7. Recommend Receiving and Filing of August 2018 Monthly Financial Report
8. Committee Planning Calendar

BOARD (2nd meeting, October 16)

1. Approve a Resolution Appointing Treasurer for SCV Water
2. Approve Resolutions Establishing Banking Authority

JPA Meeting (2nd meeting, October 16) –

1. Approve Resolutions Establishing Banking Authority

NOVEMBER 2018

BOARD (1st meeting, November 6)

1. Approve a Resolution of Intent for SCV Water to Enter Into a Contract with CalPERS
2. Approve a Resolution Authorizing Professional Services Agreement with AAC Utility Partners for Selection Services for New Financial Management System
3. Approve a Record Retention Policy
4. Approve a Resolution of Intent to Issue Tax Exempt Obligations
5. Approve Receiving and Filing December 31, 2017 and January 22, 2018 Audited Financial Statements for VWC
6. Approve Receiving and Filing of August 2018 Monthly Financial Report (consent)

JPA Meeting (1st meeting, November 6) – MAY BE CANCELLED



**FINANCE AND ADMINISTRATION COMMITTEE
PLANNING CALENDAR FY 2018/19**

COMMITTEE (November 19)

1. Recommend Approval of an Emergency Preparedness (TBD?) Specialist Classification
2. Discuss Financing of Developer-Contributed Capital and/or Facility Capacity Fees through Community Facilities Districts (CFDs)
3. Recommend Approval of a Resolution Authorizing Amendment No. 21 (the Contract Extension Amendment) to Water Supply Contract between the State of California Department of Water Resources and the Santa Clarita Valley Water Agency for continued service and the terms and conditions thereof
4. Recommend Receiving and Filing December 31, 2017 Audited Financial Statements for CLWA, SCWD, and NCWD
5. Recommend Receiving and Filing June 30, 2018 Audited Financial Statements for SCV Water
6. Recommend Receiving and Filing of September 2018 Monthly Financial Report
7. Committee Planning Calendar

DECEMBER 2018

BOARD (1st meeting, December 4)

1. Approve a Resolution for SCV Water to Participate in CalPERS
2. Approve an Emergency Preparedness (TBD?) Specialist Classification
3. Approve a Resolution Authorizing Amendment No. 21 (the Contract Extension Amendment) to Water Supply Contract between the State of California Department of Water Resources and the Santa Clarita Valley Water Agency for continued service and the terms and conditions thereof
4. Approve Receiving and Filing December 31, 2017 Audited Financial Statements for CLWA, SCWD, and NCWD
5. Approve Receiving and Filing June 30, 2018 Audited Financial Statements for SCV Water
6. Approve Receiving and Filing of September 2018 Monthly Financial Report (consent)

JPA Meeting (1st meeting, December 4) – MAY BE CANCELLED

COMMITTEE (December 17)

1. Recommend Receiving and Filing of October 2018 Monthly Financial Report
2. Committee Planning Calendar

JANUARY 2019

BOARD (1st meeting, January 1)

1. Approve Receiving and Filing of October 2018 Monthly Financial Report (consent)

JPA Meeting (1st meeting, January 1) – MAY BE CANCELLED

FINANCING CORPORATION (tbd)

1. Annual meeting



**FINANCE AND ADMINISTRATION COMMITTEE
PLANNING CALENDAR FY 2018/19**

SPECIAL COMMITTEE (January 14)

1. Recommend Approval of a Resolution Authorizing the Issuance of Revenue Bonds and Approving the Execution and Delivery of Certain Documents in Connection Therewith and Certain Other Matters *(This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions)*
2. Quarterly Review of State Water Contract Fund
3. Recommend Receiving and Filing of November 2018 Monthly Financial Report
4. Committee Planning Calendar

JPA Meeting (1st meeting, January 15) – MAY BE CANCELLED

1. Recommend Approval of a Resolution Authorizing the Issuance of Revenue Bonds and Approving the Execution and Delivery of Certain Documents in Connection Therewith and Certain Other Matters *(This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions)*

FEBRUARY 2019

BOARD (1st meeting, February 5)

1. Approve a Resolution Authorizing the Issuance of Revenue Bonds and Approving the Execution and Delivery of Certain Documents in Connection Therewith and Certain Other Matters *(This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions)*
2. Approve Receiving and Filing of November 2018 Monthly Financial Report

JPA Meeting (1st meeting, February 5) – MAY BE CANCELLED

SPECIAL COMMITTEE (February 11)

1. Recommend Approval of a Derivatives Policy
2. Recommend Approval of a Disclosure Procedures Policy
3. Review Annual List of Professional Services Contracts
4. Recommend Receiving and Filing of FY 2018/19 Midyear Budget Report
5. Recommend Receiving and Filing of December 2018 Monthly Financial Report
6. Semi-annual Review of State Water Contract Fund
7. Committee Planning Calendar

BOARD (2nd meeting, February 19)

JPA Meeting (2nd meeting, February 19) – MAY BE CANCELLED

1. Re-adopt Investment Policy
2. Elect officers



**FINANCE AND ADMINISTRATION COMMITTEE
PLANNING CALENDAR FY 2018/19**

MARCH 2019

BOARD (1st meeting, March 5)

1. Approve a Derivatives Policy
2. Approve a Disclosure Procedures Policy
3. Approve Receiving and Filing of December 2018 Monthly Financial Report (consent)
4. Approve Receiving and Filing of FY 2018/19 Midyear Budget Report (consent)

JPA Meeting (1st meeting, March 5) – MAY BE CANCELLED

COMMITTEE (March 18)

1. Recommend Approval of a Resolution Approving an Official Statement and Authorizing Certain Other Documents and Actions in Connection with the Issuance of the Series 2019A Revenue Bonds (*This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions*)
2. Review Proposed FY 2019/20 Actions for the Administration Section
3. Recommend Receiving and Filing of January 2019 Monthly Financial Report
4. Committee Planning Calendar

APRIL 2019

BOARD (1st meeting, April 2)

1. Review and Provide Direction for Budget Baseline and Baseline Options
2. Approve Receiving and Filing of January 2019 Monthly Financial Report (consent)
3. Approve a Resolution of the Santa Clarita Valley Water Agency Authorizing the Preparation and Distribution of the Preliminary Official Statement in Connection with the Issuance of the Series 2019A Revenue Bonds and Authorizing Certain Other Actions in Connection Therewith (*This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions*)

JPA Meeting (1st meeting, April 2) – MAY BE CANCELLED

1. Approve POS and 2019A Revenue Bonds (*This is a placeholder to approve the legal documents for new bond proceeds – actual need and timing will be based on progress of the CIP, Agency finances and market conditions*)

COMMITTEE (April 15)

1. Continued Review of Policies (Annual)
2. Finalize Proposed FY 2019/20 Actions for the Administration Division
3. Provide Direction for a Proposed Employee Salary Adjustment for FY 2019/20
4. Review Draft FY 2019/20 Budget
5. Quarterly Review of State Water Contract Fund
6. Recommend Receiving and Filing of February 2019 Monthly Financial Report
7. Committee Planning Calendar



**FINANCE AND ADMINISTRATION COMMITTEE
PLANNING CALENDAR FY 2018/19**

MAY 2019

BOARD (1st meeting, May 7)

1. Approve Proposed Employee Salary Adjustment for FY 2019/20
2. Approve Receiving and Filing of February 2019 Monthly Financial Report (consent)

JPA Meeting (1st meeting, May 7) – MAY BE CANCELLED

COMMITTEE (May 20)

1. Recommend Approval of a Resolution Adopting the FY 2019/20 Budget
2. Recommend Approval of a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2018/19
3. Recommend Approval of a Resolution Adopting the Appropriation Limit for FY 2019/20
4. Recommend Receiving and Filing of March 2019 Monthly Financial Report
5. Committee Planning Calendar

JUNE 2019

BOARD (1st meeting, June 4)

1. Approve a Resolution Adopting the FY 2019/20 Budget
2. Approve a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2018/19 (consent)
3. Approve a Resolution Adopting the Appropriation Limit for FY 2019/20 (consent) Approve Receiving and Filing of March 2019 Monthly Financial Report (consent)

JPA Meeting (1st meeting, June 4) – MAY BE CANCELLED

1. Approve a Resolution Adopting the Fiscal Year 2019/20 Budget

COMMITTEE (June 17)

1. Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2019/20 and Requesting Levy of Tax by Los Angeles County and Ventura County
2. Recommend Approval of Resolution Authorizing July 2019 Water Supply Contract Payment
3. Recommend Receiving and Filing of April 2019 Monthly Financial Report
4. Committee Planning Calendar

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