



FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING

AGENDA

MONDAY, JANUARY 24, 2022
4:00 P.M.

FALLBROOK PUBLIC UTILITY DISTRICT
990 E. MISSION RD., FALLBROOK, CA 92028
PHONE: (760) 728-1125

THIS MEETING WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54953(e)(1)(A), WHICH WAIVES CERTAIN BROWN ACT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY WHEN STATE OR LOCAL OFFICIALS HAVE IMPOSED OR RECOMMENDED MEASURES TO PROMOTE SOCIAL DISTANCING, AND ALLOWS SOME OR ALL OF THE MEMBERS OF THE FALLBROOK PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS TO ATTEND THIS MEETING TELEPHONICALLY OR VIA VIDEO CONFERENCE. MEMBERS OF THE PUBLIC WHO DO NOT WISH TO ATTEND IN PERSON ARE ENCOURAGED TO PARTICIPATE IN THE MEETING VIA WEB CONFERENCE USING THE BELOW CALL-IN AND WEBLINK INFORMATION. MEMBERS OF THE PUBLIC MAY ALSO PARTICIPATE IN THIS MEETING BY ATTENDING IN PERSON AT THE DISTRICT OFFICE LOCATED AT 990 E. MISSION RD., FALLBROOK, CA 92028.

Join Zoom Meeting

<https://us06web.zoom.us/j/82003172211?pwd=UU10YWltMkVwWGVaUFNkQnA2bHA4Zz09>

MEETING ID: 820 0317 2211

AUDIO PASSCODE: 363170

Dial by your location

+1 346 248 7799 US (Houston); +1 720 707 2699 US (Denver); +1 253 215 8782 US (Tacoma);
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Find your local number: <https://us06web.zoom.us/j/82003172211?pwd=UU10YWltMkVwWGVaUFNkQnA2bHA4Zz09>

PUBLIC COMMENTS: Members of the public may submit public comments and comments on agenda items in one of the following ways:

SUBMIT COMMENTS BEFORE THE MEETING:

- By emailing to our Board Secretary at leckert@fpud.com
- By mailing to the District Offices at 990 E. Mission Rd., Fallbrook, CA 92028
- By depositing them in the District's Payment Drop Box located at 990 E. Mission Rd., Fallbrook, CA 92028

All comments submitted before the meeting by whatever means must be received at least 1 hour in advance of the meeting. All comments will be read to the Board during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

REMOTELY MAKE COMMENTS DURING THE MEETING: The Board President will inquire prior to Board discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to the "Participants List," hover over your name and click on "raise hand." This will notify the moderator that you wish to speak during oral communication or during a specific item on the agenda.
- Via phone, you can raise your hand by pressing *9 to notify the moderator that you wish to speak during the current item.

MAKE IN-PERSON COMMENTS DURING THE MEETING: The Board President will inquire prior to Board discussion if there are any comments from the public on each item, at which time members of the public attending in person may make comments.

THESE PUBLIC COMMENT PROCEDURES SUPERSEDE THE DISTRICT'S STANDARD PUBLIC COMMENT POLICIES AND PROCEDURES TO THE CONTRARY.

If you have a disability and need an accommodation to participate in the meeting, please call the Secretary at (760) 999-2704 for assistance so the necessary arrangements can be made.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

- A. CONSIDER FINDINGS TO CONTINUE HOLDING REMOTE/ TELECONFERENCE MEETINGS PURSUANT TO ASSEMBLY BILL 361

Recommendation:

1. *That the FPUD Board of Directors make the following findings by majority vote:*
 - a. *The Governor-declared COVID-19 State of Emergency remains in effect and the Board of Directors has reconsidered the circumstances of the COVID-19 State of Emergency; and*
 - b. *State or local officials continue to impose or recommend measures to promote social distancing.*
2. *That the FPUD Board of Directors determine that, for the next thirty (30) days, the meetings of the Board and committees shall be held pursuant to the provisions of Government Code section 54953(e), allowing legislative body members and members of the public to participate in meetings remotely in accordance with that section.*

PLEDGE OF ALLEGIANCE

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

PUBLIC COMMENT

Members of the public are invited to address the Board of Directors on any item that is within the subject matter jurisdiction of the legislative body. The Board President may limit comments to three (3) minutes.

- B. 2021 EMPLOYEE OF THE YEAR; RESOLUTION NO 5022
 1. Soleil Develle
- C. YEARS OF SERVICE
 1. Craig Brown – 20 years
- D. ACWA/JPIA H.R. LABOUNTY SAFETY AWARD
 1. Jeff Wolfe
 2. Bryan Wagner
- E. MANAGER'S AWARD
 1. Jacob Hyink
 2. Matt Bench
 3. Austin Wendt

4. Christian Hernandez
5. Brandon Stewart
6. Mateo Morgan
7. Jamison Davis
8. Aaron Cox

II. CONSENT CALENDAR----- (ITEM F)

All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors or the public requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.

F. CONSIDER APPROVAL OF MINUTES

1. December 13, 2021 Combined November/December Regular Board Meeting

Recommendation: *The Board approve the minutes of the aforementioned meeting of the Board of Directors of the Fallbrook Public Utility District.*

III. INFORMATION----- (ITEMS G-I)

G. MID-YEAR BUDGET UPDATE

Presented by: *David Shank, Assistant General Manager/Chief Financial Officer*

H. PERSONNEL REGULATIONS UPDATE

Presented by: *Lisa Chaffin, Human Resources Manager*

I. DROUGHT-TOLERANT PLANT PROGRAM UPDATE

Presented by: *Mick Cothran, Engineering Technician*

IV. ACTION / DISCUSSION CALENDAR----- (ITEMS J-N)

J. CONSIDER RESOLUTION NO. 5023 COMMEMORATING MR. GORDON TINKER

Recommendation: *The Board adopt Resolution No. 5023 in commemoration of Mr. Gordon Tinker.*

K. CONSIDER VACTOR RENTAL AGREEMENT WITH RMWD

Recommendation: For the Board to approve the proposed vactor truck rental agreement with RMWD.

- L. CONSIDER RECOMMENDED SALARY ADJUSTMENT FOR OPERATIONS MANAGER

Recommendation: For the Board to approve the proposed salary adjustment for the Operations Manager position to a maximum monthly salary of \$16,680.

- M. CONSIDER ADDITIONAL LEGAL DAMAGES AND INTEREST PAYMENT RECEIVED FROM THE SAN DIEGO COUNTY WATER AUTHORITY (SDCWA)

Recommendation: That the Board Approve the Committee's recommendation and use the additional funds to reduce the loan amount for the Santa Margarita Conjunctive Use Project.

- N. CONSIDER ANNUAL REVIEW OF DIRECTORS' PER DIEM COMPENSATION

Recommendation: Staff supports Board decision.

V. ORAL/WRITTEN REPORTS----- (ITEMS 1-8)

- 1. General Counsel
- 2. SDCWA Representative Report
- 3. General Manager
 - a. Engineering and Operations Report
- 4. Assistant General Manager/Chief Financial Officer
 - a. Financial Summary Report
 - b. Treasurer's Report
 - c. Budget Status Report
 - d. Warrant List
- 5. Public Affairs Specialist
- 6. Notice of Approval of Per Diem for Meetings Attended
- 7. Director Comments/Reports on Meetings Attended
- 8. Miscellaneous

ADJOURN TO CLOSED SESSION

VI. CLOSED SESSION----- (ITEM 1)

- 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d)(2)

One (1) Potential Case

RECONVENE TO OPEN SESSION

REPORT FROM CLOSED SESSION (*As necessary*)

VII. ADJOURNMENT OF MEETING

* * * * *

DECLARATION OF POSTING

I, Lauren Eckert, Executive Assistant/Board Secretary of the Fallbrook Public Utility District, do hereby declare that I posted a copy of the foregoing agenda in the glass case at the entrance of the District Office located at 990 East Mission Road, Fallbrook, California, at least 72 hours prior to the meeting in accordance with Government Code § 54954.2(a).

I, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

January 19, 2021
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

M E M O

TO: Board of Directors
FROM: Paula de Sousa, General Counsel
DATE: January 24, 2022
SUBJECT: Findings to Continue Holding Remote/Teleconference Committee Meetings Pursuant to Assembly Bill 361

Purpose

Consider findings necessary to continue holding remote/teleconference meetings pursuant to Assembly Bill 361.

Summary

As more fully described in the Board memo for the October 25, 2021 Board of Directors meeting related to AB 361, the State of California has adopted legislation (AB 361), which allows public agencies to hold fully or partially virtual meetings under certain circumstances without being required to follow certain standard Brown Act teleconferencing requirements.

Under AB 361, a legislative body holding a fully or partially virtual meeting pursuant to AB 361 must make certain findings at least every thirty (30) days in order to continue holding such meetings. Because the Board of Directors last made the required findings on behalf of the Board and all FPU D Committees more than 30 days ago, the Board of Directors is required to make the findings to proceed with holding this meeting pursuant to AB 361. The findings would remain in effect for the Board of Directors for the next 30 days.

If the Board of Directors desires to hold the meeting in a manner allowing remote participation pursuant to AB 361, the Board must reconsider the COVID-19 State of Emergency, find that the proclaimed COVID-19 State of Emergency still exists, and find either of the following: (1) that state or local officials continue to impose or recommend measures to promote social distancing, or (2) that as a result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees. Based on the continued COVID-19 State of Emergency and required or recommended social distancing measures, as further described in the October 25, 2021 Board memo, the Board can make the required findings.

If the Board does not make the required findings, any Board members participating remotely would not be able to participate in the rest of the meeting, which may deprive the Board of a quorum and result in meeting cancellation.

Recommended Actions

1. That the FPU D Board of Directors make the following findings by majority vote:

- a. The Governor-declared COVID-19 State of Emergency remains in effect and the Board of Directors has reconsidered the circumstances of the COVID-19 State of Emergency; and
 - b. State or local officials continue to impose or recommend measures to promote social distancing.
2. That the FPUD Board of Directors determine that, for the next thirty (30) days, the meetings of the Board and Committees shall be held pursuant to the provisions of Government Code section 54953(e), allowing legislative body members and members of the public to participate in meetings remotely in accordance with that section.

M E M O

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: January 24, 2022
SUBJECT: 2021 Employee of the Year – Soleil Develle – Resolution No. 5022

Soleil Develle was selected as the *May 2021 Employee of the Quarter* for the following reasons:

“Soleil has done a great job over the last few months working with the Overland Trail contractor to trouble shoot and resolve difficult startup issues. He has willingly worked late and long hours on short notice. He’s also maintained contact with nearby residents, routinely providing updates, and we’ve received positive feedback multiple times from those residents expressing appreciation for Soleil’s outreach.”

On January 5, 2022, Soleil Develle was chosen as the *2021 Employee of the Year* for the following reasons:

“My choice this year is based on the willingness of this employee to take on whatever assignment he is asked to do with a positive attitude. As a small District, we can only function effectively when everyone is willing to fill the gaps that appear as priority issues arise. Soleil has been with the District since 2006 working in the Engineering Department. Over that time, he has been asked to provide support to a wide range of District functions in addition to his core engineering tasks, ranging from customer service, to finance, to construction. He is always willing to learn and step in where he is needed and to learn a new aspect of the overall operation. Soleil’s long history of a willingness to fill a wide range of roles were he is most needed with a positive attitude is why I chose him as employee of the year for 2021.”

Resolution No. 5022 conveys the Board of Directors’ commendation and appreciation to Soleil for his dedicated service to the District.

Congratulations, Soleil!

RESOLUTION NO. 5022

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALLBROOK
PUBLIC UTILITY DISTRICT OF COMMENDATION AND APPRECIATION
TO SOLEIL DEVELLE, 2021 EMPLOYEE OF THE YEAR**

* * * * *

WHEREAS, the Fallbrook Public Utility District Recognition Program provides that an Employee of the Year be selected from the Employee of the Quarter winners during the past year by the General Manager; and

WHEREAS, Soleil Develle was hired on October 9, 2006, as Engineering Technician I and has since been promoted to Engineering Technician II; and

WHEREAS, Soleil Develle was nominated as the Employee of the Quarter for May 2021, by Aaron Cook; and

WHEREAS, Soleil Develle was selected by General Manager Bebee as the 2021 Employee of the Year and has proven to be an invaluable asset for all who have been fortunate enough to have worked with him. In addition to his willingness to help wherever he is needed, Soleil is also appreciated by his peers for his positive attitude and ability to support a wide range of District functions.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Fallbrook Public Utility District does hereby commend Soleil Develle for being selected as the 2021 Employee of the Year and expresses its deep appreciation to Soleil for his dedicated service to the District.

PASSED AND ADOPTED by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 24th day of January, 2022, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

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M E M O

TO: Board of Directors
FROM: Isabel Casteran, Safety and Risk Officer
DATE: January 24, 2022
SUBJECT: H.R. LaBounty Safety Awards

Purpose

To acknowledge ACWA JPIA H.R. LaBounty safety award recipients, Jeff Wolfe and Bryan Wagner, and to express appreciation for their dedication to ensuring a safe workplace.

Summary

Last fall, the District submitted two nominations for the annual H.R. LaBounty Safety Awards Program.

Bryan Wagner, Utility Worker II, was recognized by ACWA JPIA for his contributions in improving existing vehicle practices. Bryan was tasked with designing a way to properly load, secure and safely tow equipment on an existing trailer. Bryan designed, fabricated and installed equipment consisting of racks and tie down points that ensured even distribution of equipment. Additionally, the new system made transport of equipment easier and provided an added layer of safety for FPUD employees and the community. For his efforts, Bryan is the winner of \$100.00.

Jeff Wolfe, Utility Technician, was also recognized for his contributions to promoting safe workplace behavior and improving existing operational practices. Jeff noticed that the existing process for employees to document their work tasks and completions in the field was unorganized and time consuming. Jeff created a cloud based support infrastructure that allows employees to remotely access electronic materials, such as safety forms and checklists, that are stored in a centralized location from their work computers/tablets, or other remote devices with an internet connection, which should help ensure more timely completion and submittal of this information. For his efforts, Jeff is the winner of \$100.00.

Budgetary Impact

There is no budgetary impact.

Recommended Action

This item is for information only; no Board action is required.

M E M O

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: January 24, 2022
SUBJECT: Manager's Award Recipients

Description

To recognize Manager's Award recipients Austin Wendt, Brandon Stewart, Christian Hernandez, Jacob Hyink, Jamison Davis, Mateo Morgan, Matt Bench, and Aaron Cox

Purpose

Austin Wendt, Brandon Stewart, Christian Hernandez, Jacob Hyink, Jamison Davis, Mateo Morgan, and Matt Bench worked on a water main break on November 19, 2021 at Hillcrest Lane and Knoll Park Lane. The leak was on a homemade "T" that affected over 150 customers. The leak was due to valves not operating correctly, which made for a wet jobsite. Most of the group worked their normal Friday shift and then returned later that night to work the leak. A few of them worked a 24-hour shift to ensure repairs were made. We would like to thank all of them for their hard work.

Additionally, Aaron Cox was also chosen to receive a Manager's Award because he is known to always pick up the phone and help others even when it is his weekend or he is on vacation. He is always willing to help anyone when a problem comes up. The Water Reclamation Plant has been down a position and during this time, Aaron has taken on additional responsibilities so that other operators could go on vacation. When Aaron finally caught a break and was able to take time off, he made himself available at all times to talk to fellow operators when issues came up. Aaron is always upbeat and has a very cooperative spirit, helping fellow operators, maintenance, lab, compliance and other departments with anything that requires assistance.

Austin, Brandon, Christian, Jacob, Jamison, Mateo, Matt, and Aaron will each receive a \$25 gift card.

Budgetary Impact

Manager's Award costs are included in the Human Resources Staff Development budget for the 2021-22 fiscal year.

Recommended Action

This item is for information only; no Board action is required.

M E M O

TO: Board of Directors
FROM: Lauren Eckert, Executive Assistant/Board Secretary
DATE: January 24, 2022
SUBJECT: Approval of Minutes

Recommended Action

That the Board approve the minutes of the following meeting of the Board of Directors of the Fallbrook Public Utility District:

1. December 13, 2021 Combined November/December Regular Meeting



FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
COMBINED NOVEMBER/DECEMBER REGULAR BOARD MEETING

MINUTES

MONDAY, DECEMBER 13, 2021
4:00 P.M.

FALLBROOK PUBLIC UTILITY DISTRICT
990 E. MISSION RD., FALLBROOK, CA 92028
PHONE: (760) 728-1125

If you have a disability and need an accommodation to participate in the meeting, please call the Secretary at (760) 999-2704 for assistance so the necessary arrangements can be made.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

Vice President Baxter called the combined November/December Regular Meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:00 p.m. Vice President Baxter deferred to General Counsel de Sousa to make the following statements on the record regarding the proceedings for this meeting:

General Counsel de Sousa announced, for the record that, pursuant to the state of emergency declared by Governor Newsom, and in order to promote social distancing during the evolving COVID-19 pandemic, this meeting was being conducted by web and teleconference pursuant to Government Code Section 54953(e)(1)(A), which waives certain teleconferencing requirements in certain circumstances. She noted the first item on the agenda pertained to Board action to make the required findings pursuant to Government Code Section 54953(e).

General Counsel de Sousa also announced the agenda provided notice that members of the public may participate in this meeting by attending in person, and that members of the public who do not wish to attend in person were encouraged to participate in the Board meeting electronically using the call-in and weblink information included on the agenda. Members of the public participating remotely may provide general public comments and comments on agenda items in real time by requesting to speak using the "Raise Hand" function on Zoom or, if they were participating by phone, by pressing *9 to raise their hand. In addition the agenda provided notice to members of the public on how they may submit comments in advance of the meeting to be read at the appropriate portion of the meeting (up to a limit of 3 minutes per comment).

General Counsel de Sousa noted there was a request to speak submitted electronically in advance of the meeting, which was believed to be either for general public comment or agenda item M, prior to the submission deadline. She announced when we

get to the general public comment item, we would inquire whether this speaker wanted to speak then or for agenda item M.

General Counsel de Sousa announced that Vice President Baxter would ask the Board Secretary if there were any members of the public who had submitted written comments in advance of the meeting, or who wished to make comments on the item either in person or through Zoom webinar or Zoom teleconference. After public comments, Vice President Baxter would then call on staff to make a presentation for the next item on the agenda. After the presentation was made, to avoid everyone speaking at once, Vice President Baxter would then call on each Director to see if there were questions for staff regarding their presentation. After the round of questions, Vice President Baxter would then ask for a motion and request that each Director identify themselves when making a motion or seconding a motion. Next, Vice President Baxter would call on each Director to see if there were any comments. General Counsel de Sousa announced, if there were any Directors participating remotely, which there were, all votes would be done by roll call.

A quorum was established, and attendance was as follows:

Board of Directors

Present: Jennifer DeMeo, Member/President
Dave Baxter, Member/Vice President
Ken Endter, Member
Don McDougal, Member
Charley Wolk, Member

Absent: None

General Counsel/District Staff

Present: Jack Bebee, General Manager
Paul de Sousa, General Counsel
Dave Shank, Assistant General Manager/CFO
Devin Casteel, Systems Services Supervisor
Lisa Chaffin, Human Resources Manager
Aaron Cook, Engineering Manager
Noelle Denke, Public Affairs Specialist
Mateo Morgan, System Operator
Steve Stone, Field Services Manager
Owni Toma, Chief Plant Operator
Steve Wuerth, SCADA/Electrical/Maintenance Supervisor
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: David Forman, Tom Frew, Leticia Maldonado-Stamos, Judi Nurse, and Alyssa Thompson

- A. CONSIDER FINDINGS TO CONTINUE HOLDING REMOTE/TELECONFERENCE MEETINGS PURSUANT TO ASSEMBLY BILL 361

Recommendation:

1. *That the FPUD Board of Directors make the following findings by majority vote:*
 - a. *The Governor-declared COVID-19 State of Emergency remains in effect and the Board of Directors has reconsidered the circumstances of the COVID-19 State of Emergency; and*
 - b. *State or local officials continue to impose or recommend measures to promote social distancing.*
2. *That the FPUD Board of Directors determine that, for the next thirty (30) days, the meetings of the Board and committees shall be held pursuant to the provisions of Government Code section 54953(e), allowing legislative body members and members of the public to participate in meetings remotely in accordance with that section.*

There were no public comments on agenda item A.

MOTION: Director Endter moved to find that the Governor-declared COVID-19 State of Emergency remains in effect and the Board of Directors has reconsidered the circumstances of the COVID-19 State of Emergency; and State or local officials continue to impose or recommend measures to promote social distance and that meetings of the Board of Directors and Committees shall be held pursuant to provisions of the Government Code section 54953(e), allowing legislative body members and members of the public to participate in meetings remotely in accordance with that section; Director Wolk seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk
NOES: None
ABSTAIN: None
ABSENT: None

PLEDGE OF ALLEGIANCE

Vice President Baxter led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

MOTION: Director Endter moved to approve the agenda as presented; Director McDougal seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT

Members of the public are invited to address the Board of Directors on any item that is within the subject matter jurisdiction of the legislative body. The Board President may limit comments to three (3) minutes.

Vice President Baxter asked the Board Secretary if there were any members of the public who would have liked to be heard, or if any written in person public comment speaker slips for non-agenda items had been received in person, via mail, email, or deposit. Vice President Baxter then requested that members of the public, who wished to speak on non-agenda items, raise their hand via Zoom Webinar by clicking on the ‘Raise Hand’ button and via phone by pressing star nine.

There were no public comments on non-agenda items.

There were no public comments on agenda item B.

B. ELECTION OF OFFICERS TO THE BOARD OF DIRECTORS

1. President
2. Vice-President

Vice President Baxter turned the meeting over to General Manager Bebee for the election of officers to the Board of Directors.

MOTION: Director Endter moved to nominate Director Baxter as President and Director Wolk and Vice President; Director McDougal seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

There were no public comments on agenda item C.

C. APPOINTMENTS TO BOARD STANDING COMMITTEES

1. Fiscal Policy & Insurance
2. Personnel

3. Engineering & Operations

President Baxter made the following appointments to Board Standing Committees:

1. Fiscal Policy & Insurance: *Directors Wolk and Baxter*
2. Personnel: *Directors DeMeo and Baxter*
3. Engineering & Operations: *Directors McDougal and Endter*

There were no public comments on agenda item D.

D. NEW EMPLOYEE ANNOUNCEMENTS

1. Steve Wuerth, SCADA/Electrical/Maintenance Supervisor
2. Gilbert Bowman, System Operator II

The Board welcomed Steve Wuerth as the new SCADA/Electrical/Maintenance Supervisor and Gilbert Bowman as the new System Operator II.

There were no public comments on agenda item E.

E. EMPLOYEE OF THE QUARTER FOR NOVEMBER 2021

1. Bryan Wagner

The Board recognized Bryan Wagner as Employee of the Quarter for November 2021.

There were no public comments on agenda item F.

F. MANAGER'S AWARD

1. Aaron Cook
2. Alex Dagondon
2. Devin Casteel
3. Jake Robinson
4. Mateo Morgan
5. Matt Lian

The Board recognized Aaron Cook, Alex Dagondon, Devin Casteel, Jake Robinson, Mateo Morgan, and Matt Lian for receiving Manager's Awards.

II. **CONSENT CALENDAR----- (ITEMS G-I)**

All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors or the public requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.

There were no public comments on Consent Calendar items.

- G. CONSIDER APPROVING MINUTES
1. October 25, 2021 Regular Board Meeting

Recommendation: That the Board approve the minutes of the aforementioned meetings of the Board of Directors of the Fallbrook Public Utility District.

- H. CONSIDER 2022 BOARD OF DIRECTORS REGULAR MEETING SCHEDULE

Recommendation: The Board establish the 2022 Board of Directors' regular meeting schedule, to include combining the November and December regular Board meetings to Monday, December 5, 2022, at 4 p.m.

- I. CONSIDER SILVERTHORN RANCH LEASE EXTENSION

Recommendation: That the Board authorize the General Manager to extend the land lease on a year-to-year basis.

MOTION: Director Wolk moved to approve the Consent Calendar as presented; Director Endter seconded. Motion passed; VOTE:

AYES: Directors Baxter, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director DeMeo

III. ACTION / DISCUSSION CALENDAR ----- (ITEMS J-O)

- J. CONSIDER APPROVING THE DRAFT ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FY ENDING JUNE 30, 2021

Recommendation: The Committee recommends that the Board approve the ACFR for Fiscal Year Ending June 30, 2021.

There were no public comments on agenda item J.

David Forman of CliftonLarsonAllen, LLP presented a slideshow which outlined the audit process and what was detailed in the draft Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2021.

Vice President Wolk stated that this document was so thorough and comprehensive, and he directed staff to direct ratepayers to the appropriate

section of the ACFR if they had questions on how District money was being spent. Vice President Wolk thanked staff and Mr. Forman for the effort they put into this document.

MOTION: Director McDougal moved to approve the ACFR for fiscal year ending June 30, 2021; Vice President Wolk seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

K. CONSIDER ADOPTING RESOLUTION NO. 5020 APPROVING THE INCREASED RATES FOR WATER AND RECYCLED WATER SERVICE CHARGES AND RATES FOR WASTEWATER SERVICE CHARGES AND TAKING OTHER RELATED ACTIONS

Recommendation: The Board adopt Resolution No. 5020 adopting calendar year 2022 rates and charges for water, recycled water and wastewater services.

There were no public comments on agenda item K.

Assistant General Manager/CFO, Dave Shank presented a slideshow summarizing the process of the rate study that occurred in the past and provided an overview of the proposed increases to rates and charges for water, recycled water, and wastewater for CY 2022. AGM/CFO Shank announced 2022 was the last year of the financial plan, and the Prop 218 process would need to be done in 2022.

AGM/CFO Shank reported the financial plan allowed for an annual increase of 8% for water and 4.5% for wastewater, and the Board committed to reviewing what the actual rate increase would be each year. The Board-adopted increase percentage has been able to provide rate relief to ratepayers. Based on the calendar year 2022 recommendation from the FP&I Committee, there was an average annual savings of 1.4%, and when compared to the five year plan, they were able to shave off 10% of the anticipated increase under the financial plan.

Vice President Wolk announced the FP&I Committee did not feel the need to go with what had been approved by the Prop 218 for two reasons – one being that the Committee felt more optimistic, and the second being they were counting on the detachment.

MOTION: Director Endter moved to adopt Resolution No. 5020 adopting calendar year 2022 rates and charges for water, recycled water and

wastewater services; Vice President Wolk seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk
NOES: None
ABSTAIN: None
ABSENT: None

L. CONSIDER APPROVAL OF A TEMPORARY EMPLOYMENT AGREEMENT FOR THE POSITION OF OPERATIONS MANAGER

Recommendation: That the Board approve Resolution 5021 and the temporary employment agreement with Jason Cavender.

There were no public comments on agenda item L.

General Manager Bebee announced Mr. Cavender retired from the District on November 12, 2021, as Operations Manager, and the position had been open and unfilled. He explained the need to have a contract in place, in case anything were to come up, and Mr. Cavender's expertise was needed. General Manager Bebee did not anticipate this need to be more than his authority threshold.

MOTION: Director Endter moved to approve Resolution 5021 and the temporary employment agreement with Jason Cavender; Director DeMeo seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk
NOES: None
ABSTAIN: None
ABSENT: None

M. CONSIDERATION AND DIRECTION TO STAFF REGARDING IMPLEMENTATION OF THE REDISTRICTING PROCESS BASED ON 2020 U.S. CENSUS DATA

Recommendation: It is recommended that the Board take action to direct District staff to perform the work with support from BB&K necessary for the redistricting process based on the release of the 2020 U.S. Census data.

Leticia Maldonado-Stamos expressed her concern regarding the amount of information available on the District website regarding each division, as well as the level of difficulty of obtaining such information. She believed the public needed to be more involved in the redistricting process.

General Manager Bebee stated the previous change from at-large to divisions was part of a settlement and not done under a standard redistricting process, which would be a reason why the information Ms. Maldonado-Stamos requested was not readily available. He reported now that we have the 2020 U.S. Census data, the redistricting will be done in a very transparent way with public participation.

General Counsel de Sousa noted there would be at least two public hearings, which the second public hearing would be where the new maps would be adopted. She announced the deadline for the new map adoption was April 17, 2022. The District's obligation was to make sure each division has roughly the same population, however, some variation was allowed based on factors such as topography. General Counsel de Sousa also reported there was an obligation to create a minority division, if possible.

General Manager Bebee reviewed the various options for the redistricting process, as well as the level of support the District would need from BB&K.

Vice President Wolk asked the cost of the consultant if the District outsources the redistricting process and then confirmed the Board could come back and reevaluate the amount of support necessary from BB&K.

MOTION: Director Endter moved to direct District staff to perform the work with support from BB&K necessary for the redistricting process based on the release of the 2020 U.S. Census data; Vice President Wolk seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

N. CONSIDER REQUEST FOR APPROVAL OF BARTLE WELLS ASSOCIATES TO PROVIDE CONSULTING SERVICES

Recommendation: The Board approve Bartle Wells Associates to provide consulting services to the District for the not-to-exceed amount of \$139,770.

There were no public comments on agenda item N.

AGM/CFO Shank reported the FP&I Committee's unanimous recommendation was to recommend approval of Bartle Wells Associates to provide rate consulting services.

Vice President Wolk confirmed this would also take care of the Prop 218 process.

MOTION: Vice President Wolk moved to approve the Bartle Wells Associates to provide consulting services to the District for the not-to-exceed amount of \$139,770; Director McDougal seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

O. CONSIDER AWARD OF THE SEWER MAIN RELINING PROJECT – FY 22 (JOB #3179)

Recommendation: That the Board authorize award of the Sewer Main Relining Project to the lowest responsible bidder, NorCal Pipeline, for \$90,628.

There were no public comments on agenda item O.

Engineering Manager Cook provided an overview of the Sewer Main Relining Project for fiscal year 2022.

Director Endter suggested the District produce a video showing the cost savings of relining sewer mains instead of replacing.

MOTION: Director DeMeo moved to authorize award of the Sewer Main Relining Project to the lowest responsible bidder, NorCal Pipeline, for \$90,628; Director Endter seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

IV. ORAL/WRITTEN REPORTS------(ITEMS 1–8)

1. General Counsel

- General Counsel de Sousa provided the Board with an update on the Kessner litigation, as well as an update to new mask requirements related to the COVID-19 pandemic.

2. SDCWA Representative Report

- General Manager Bebee provided an overview of the written reports included in the packet.

3. General Manager
 - a. Engineering and Operations Report
 - General Manager Bebee provided an overview of the written reports included in the packet.
 - Vice President Wolk requested staff report to the Board why they were behind on some of the KPIs relative to the CIP. General Manager Bebee reported there would be a CIP update at the January Board meeting.
4. Assistant General Manager/Chief Financial Officer
 - a. Financial Summary Report
 - b. Treasurer's Report
 - c. Budget Status Report
 - d. Warrant List
 - e. Annual Disclosure of Reimbursements Over \$100
 - AGM/CFO Shank provided an overview of the written reports included in the packet.
5. Public Affairs Specialist
 - Public Affairs Specialist Denke provided an update on the drought-tolerant plant giveaway, as well as an overview of community events in which the District has participated.
6. Notice of Approval of Per Diem for Meetings Attended
 - Notification of Approval for Directors' attendance at the SMRCUP Ribbon Cutting event on November 9, 2021.
 - Notification of Approval for Directors' attendance at the Town Hall Meeting at the District office on November 17, 2021.
7. Director Comments/Reports on Meetings Attended
8. Miscellaneous

ADJOURN TO CLOSED SESSION

General Counsel de Sousa announced the Board would be going into Closed Session and that members of the public were welcome to continue to stay on the teleconference line while the Board was in Closed Session, however they would only hear silence. Following Closed Session and prior to adjournment, an oral announcement of reportable action, should there be any, would be made to the public on the teleconference line.

There were no public comments on Closed Session Items.

The Board of Directors adjourned to Closed Session at 6:02 p.m. following an oral announcement by General Counsel de Sousa of Closed Session Item V.1. General Counsel de Sousa noted the Board did not need to meet regarding Closed Session Item V.2.

V. CLOSED SESSION-----(ITEMS 1-2)****

1. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Designated Negotiators: Jack Bebee, General Manager; Lisa Chaffin, Human Resources Manager

Employee Organizations: Fallbrook Public Utility District Employees' Association; Fallbrook Management Employees' Association

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION PER GC § 54956.9 (d)(2):

One (1) Potential Case

Director McDougal left the Closed Session at 6:30 p.m.

RECONVENE TO OPEN SESSION

The Board came out of Closed Session and reconvened to Open Session at 7:07 p.m.

REPORT FROM CLOSED SESSION (*As Necessary*)

There was no reportable action taken in Closed Session.

VI. ADJOURNMENT OF MEETING

There being no further business to discuss, the combined November/December Regular Meeting of the Fallbrook Public Utility District was adjourned at 7:07 p.m.

President, Board of Directors

ATTEST:

Secretary, Board of Directors

M E M O

TO: Fiscal Policy and Insurance Committee
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Mid-Year Operating Budget Update

Purpose

Provide the Board with a mid-year Operating Budget expenditures update to evaluate the District's financial performance for the first half of the year and identify any potential budget overages.

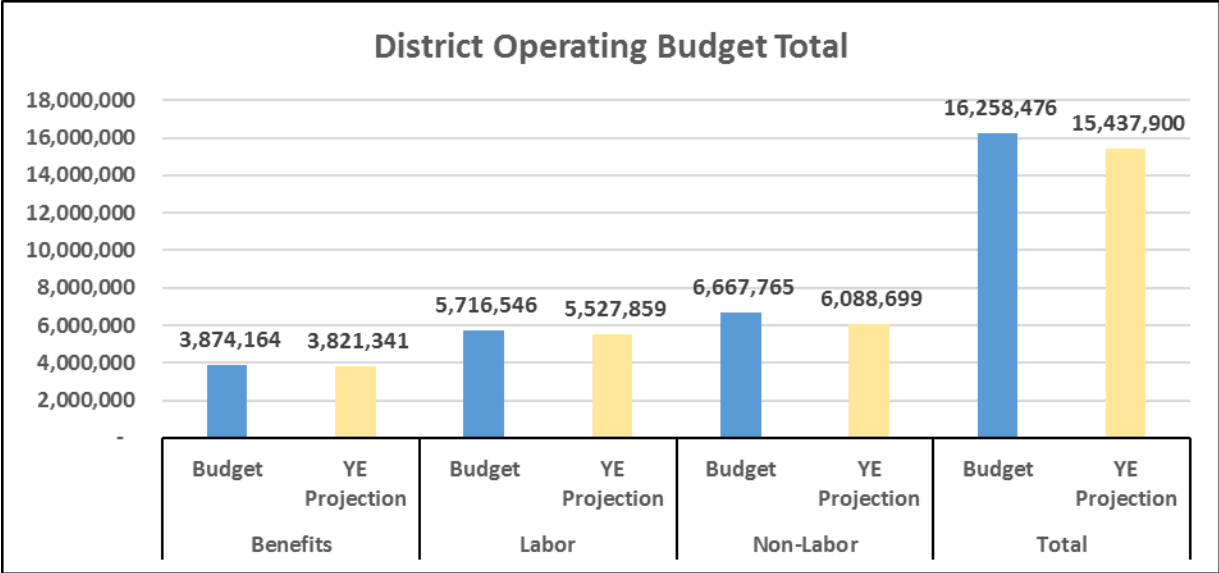
Summary

With the first half of the fiscal year complete, a meaningful analysis of spending levels and trends can be conducted. With a detailed review of the District's spending completed, staff have prepared a budget update for the Board that looks at year-to-date operating and capital expenditures and projects these expenditures for the full fiscal year.

The mid-year operating expenditures are just under budget with an Operating Budget savings of \$820,577 or 5% under budget. Operating labor expenditures are trending slightly under budget largely due to salary savings from vacant positions. Benefits are projected to be slightly under budget due to lower than projected health care and pension costs. Non-labor costs savings are significant. The primary driver behind this is utility savings on the Santa Margarita Groundwater Treatment Plant (SMGTP) due to the later than expected commissioning of the plant. The estimated annual utility savings due to the delayed SMGTP startup is \$432,000 or 75% of the total non-labor savings.

District Operating Budget Total							
Benefits		Labor		Non-Labor		Total	
Budget	YE Projection	Budget	YE Projection	Budget	YE Projection	Budget	YE Projection
3,874,164	3,821,341	5,716,546	5,527,859	6,667,765	6,088,699	16,258,476	15,437,900
Variance							
	52,823		188,687		579,066		820,577

The delay in the start-up of the SMGTP increased wholesale water purchases from the San Diego County Water Authority. While wholesale water purchases are higher due to the SMGTP delay, the cost of water is expected to be under budget due to lower sales levels. Because debt service payments are scheduled, the payments are equal to the budgeted amount. Both of these items are shown in the District's Budget Status Report each month.



Attachment A provides a summary of Administrative, Water, Wastewater and Recycled Water Services Operating Expenditures. This provides summary level data on each of the Services and the spending pattern.

Recommended Action

This item is for discussion only. No action is required.

Attachment A

Operating Budget-Administrative Services					
Description	FY 2021-22 Budget	July-December FY 2021-22 Actual	Projected Expenditures Year-End	Budget Vs. Actual Variance	Budget to Actual Change (%)
Total Labor*	\$2,556,159	\$ 1,244,720	\$ 2,361,616	\$194,543	-7.61%
Total Non-Labor	\$2,615,365	\$ 1,317,681	\$ 2,652,827	(\$37,462)	1.43%
Services Operating Total	\$5,171,524	\$2,562,402	\$5,014,443	\$157,080	-3.04%
Allocated Benefits Expenditures	1,732,336	738,754	1,708,716	23,620	-1.36%
Total Services Budget	\$6,903,860	\$3,301,155	\$6,723,159	\$180,700	-2.62%

* Total Labor does not include District's Benefits.

- Vacancy savings.

Operating Budget-Water Services					
Description	FY 2021-22 Budget	July-December FY 2021-22 Actual	Projected Expenditures Year-End	Budget Vs. Actual Variance	Budget to Actual Change (%)
Total Labor *	\$1,703,177	\$ 973,419	\$1,731,224	(\$28,047)	1.65%
Total Non-Labor	\$2,498,500	\$ 466,661	\$1,957,789	\$540,711	-21.64%
Operating Total	\$4,201,677	\$1,440,080	\$3,689,013	\$512,664	-12.20%
Allocated Benefits Expenditures	1,154,262	492,234	1,138,524	15,738	-1.36%
Total Direct Water Costs	\$5,355,939	\$1,932,314	\$4,827,537	\$528,403	-9.87%

* Total Labor does not include District's Benefits.

- Projected utility savings due to reduced water production.

Operating Budget-Wastewater Services					
Description	FY 2021-22 Budget	July-December FY 2021-22 Actual	Projected Expenditures Year-End	Budget Vs. Actual Variance	Budget to Actual Change (%)
Total Labor *	\$1,275,294	\$ 692,052	\$1,330,223	(\$54,929)	4.31%
Total Non-Labor	\$1,331,900	\$ 495,658	\$1,271,910	\$59,990	-4.50%
Operating Total	\$2,607,194	\$1,187,709	\$2,602,134	\$5,061	-0.19%
Allocated Benefits Expenditures	864,281	368,572	852,496	11,785	-1.36%
Total Direct Wastewater Costs	\$3,471,475	\$1,556,281	\$3,454,630	\$16,845	-0.49%

* Total Labor does not include District's Benefits.

- Operations labor increased due to reduced CIP activity.
- Non-labor savings due to Wastewater Treatment materials savings.

Operating Budget-Recycled Water Services					
Description	FY 2021-22 Budget	July-December FY 2021-22 Actual	Projected Expenditures Year-End	Budget Vs. Actual Variance	Budget to Actual Change (%)
Total Labor *	\$181,916	\$ 54,339	\$ 104,796	\$77,120	-42.39%
Total Non-Labor	\$222,000	\$ 87,495	\$ 206,172	\$15,828	-7.13%
Operating Total	\$403,916	\$141,834	\$310,968	\$92,947	-23.01%
Allocated Benefits Expenditures	123,286	52,575	121,605	1,681	-1.36%
Total Direct Recycled Water Costs	\$527,202	\$194,409	\$432,574	\$94,628	-17.95%

* Total Labor does not include District's Benefits.

- Recycled Water Services labor activities below budget.
- Non-labor projection reflects cost savings on pipeline repairs.

M E M O

TO: Board of Directors
FROM: Personnel Committee
DATE: January 24, 2022
SUBJECT: Updates to Personnel Regulations

Summary

While certain sections of the District's Personnel Regulations have been updated periodically over the years, a full review and update was necessary to ensure consistency with the two existing memorandums of understanding (MOUs) and current personnel-related laws and regulations.

The District provided the employee association leadership with the final draft of the revised Personnel Regulations and offered them an opportunity to share their input and/or ask any questions regarding the proposed changes.

Budgetary Impact

There is no budgetary impact for the proposed changes.

Recommended Action

This item is for information only. No Board action is required.

PERSONNEL RULES

ORGANIZATION AND OPERATIONS OF THE DISTRICT

INTRODUCTORY PROVISIONS

- A. No-Conflict Clause
- B. No Contract Created
- C. Coverage of Personnel Rules

SECTION 1 - EMPLOYMENT

- A. Equal Employment Opportunity (EEO)
- B. Reasonable Accommodation
- C. Immigration Reform and Control Act
- D. Oath of Office and Disaster Service Worker Designation
- E. Political Activities
- F. Outside Employment and Conflicts of Interest
- G. Nepotism
- H. Recruitment and Selection Procedures
- I. Hiring Bonus, Referral & Relocation Program
- J. Employment Status
- K. Personnel Files & Release of Employee Information
- L. Use of District Property & Equipment
- M. Uniforms
- N. Performance Evaluations
- O. Work-Related Travel & Training

SECTION 3 – COMPENSATION & PAYROLL PRACTICES

- A. Workweek Definition
- B. Work Schedules
- C. Meal & Rest Periods
- D. Overtime and Compensatory Time
- E. Overtime Exempt Positions
- F. Overtime Eligible Positions
- G. Out-of-Class Assignments
- H. Timekeeping Requirements

SECTION 4 – DEMOTION, TRANSFER, LAYOFF, RESIGNATION/RETIREMENT NOTIFICATION, REINSTATEMENT, JOB ABANDONMENT

- A. Demotion
- B. Transfer
- C. Layoff Policy & Procedure
- D. Resignation/Retirement Notification
- E. Reinstatement
- F. Job Abandonment

SECTION 5 – EMPLOYEE BENEFITS

- A. Eligibility for Benefits

PERSONNEL RULES

- B. COBRA Coverage
- C. California Public Employees Retirement System (CalPERS)
- D. Social Security/FICA
- E. Health Reimbursement Account (HRA)
- F. Educational Assistance/Tuition Reimbursement
- G. Workers' Compensation

SECTION 6 – ATTENDANCE & LEAVE

- A. Attendance Requirements
- B. Sick Leave
- C. Vacation Leave
- D. Executive Leave
- E. Administrative Leave
- F. School or Childcare Provider Activities Leave
- G. Holiday Leave
- H. Bereavement Leave
- I. California Family Rights Act (CFRA) & Family and Medical Leave Act (FMLA)
- J. Pregnancy Disability Leave
- K. Paid Family Leave (PFL)
- L. Military Leave
- M. Jury Duty & Court Appearances
- N. Time Off to Vote
- O. Time Off for Certification Testing
- P. Leave Without Pay

SECTION 7 – STANDARDS OF CONDUCT

- A. Unlawful Discrimination, Harassment & Retaliation Policy
- B. Workplace Safety
- C. Drug and Alcohol-Free Workplace

SECTION 8 – GRIEVANCE PROCEDURE

SECTION 9 – DISCIPLINARY PROCEDURES

SECTION 10 – MANAGEMENT RIGHTS

SECTION 11 – AMENDMENTS TO PERSONNEL RULES

PERSONNEL RULES

ORGANIZATION AND OPERATIONS OF THE DISTRICT

The Fallbrook Public Utility District was incorporated as a political subdivision of the State of California in 1922 and operates under the provision of the Public Utility Act, Division 7, of the Public Utility Code as adopted in 1953. The District is governed by a Board consisting of five Directors, each of whom is elected to serve for a term of four years. The Board establishes policies regulating the business of the District, while the day-to-day business activities of the District are administered by the General Manager, who is appointed by and serves at the pleasure of the Board of Directors. The District is not subject to the rules and regulations of the Public Utility Commission of the State of California.

INTRODUCTORY PROVISIONS

A. NO-CONFLICT CLAUSE

If a provision of these personnel rules conflicts with any provision of an applicable memorandum of understanding (MOU), the MOU provision shall prevail unless the provision of these rules has been negotiated more recently.

B. NO CONTRACT CREATED

These rules do not create any contract of employment, expressed or implied, or any rights in the nature of a contract.

C. COVERAGE OF THE PERSONNEL RULES

These rules establish the personnel system for Fallbrook Public Utility District.

These rules will not take the place of common sense nor will they provide an answer to all personnel-related questions and issues that may arise within the District.

These rules shall apply to all employees of the District, except those employees excluded below or except where the rules specifically provide otherwise. Excluded employees and employee groups are:

1. General Manager; and
2. Employees designated as volunteer, temporary, per diem, provisional or seasonal.

These employees or employee groups hold their positions at the will of the Board of Directors or General Manager and are not obligated by or entitled to benefits provided by these rules.

SECTION 1 – EMPLOYMENT

A. EQUAL EMPLOYMENT OPPORTUNITY (EEO)

Fallbrook Public Utility District prohibits discrimination against employees or applicants for employment on the basis of race, color, religion, sex, gender identity, national origin, ancestry,

PERSONNEL RULES

citizenship status, age, marital status, physical or mental disability, medical condition, genetic information, sexual orientation, or any other basis protected by law. The District will afford equal employment opportunity to all qualified employees and applicants as to all terms and conditions of employment, including compensation, hiring, training, promotion, transfer, discipline, and termination. Employees who believe they have experienced any form of employment discrimination are encouraged to report this immediately, as outlined in section 7.A, Unlawful Discrimination, Harassment & Retaliation Policy.

B. REASONABLE ACCOMMODATION

The District provides employment-related reasonable accommodations to qualified individuals with disabilities within the meaning of the California Fair Employment and Housing Act (FEHA) and the Americans with Disabilities Act (ADA).

1. REQUEST FOR ACCOMMODATION

An employee who desires reasonable accommodation/s in order to perform essential job functions should make such a request in writing to the Human Resources Manager. The request must identify: a) the job-related functions at issue; and b) the desired accommodation(s).

2. REASONABLE DOCUMENTATION OF DISABILITY

Following receipt of the request, the Human Resources Manager may require additional information, such as a reasonable documentation of the existence of a disability.

3. FITNESS-FOR-DUTY EXAMINATION

The District may require an employee to undergo a fitness-for-duty examination at the District's expense to determine whether the employee can perform the essential functions of their job, with or without reasonable accommodation. The District may also require that a District-approved physician conduct the examination.

4. INTERACTIVE PROCESS DISCUSSION

After receipt of reasonable documentation of disability and/or fitness-for-duty report, the District will arrange for a discussion, in person or via telephone call, with the applicant or employee, and their representative(s), if any. The purpose of the discussion is to work in good faith to fully consider all feasible potential reasonable accommodations.

5. CASE-BY-CASE DETERMINATION

The District determines, in its sole discretion, whether reasonable accommodation(s) can be made, and the type of accommodation(s) to provide. The District will not provide accommodation(s) that would pose an undue hardship upon the District finances or operations, or that would endanger the health or safety of the employee or others. The District will inform the employee in writing of its decision as to reasonable accommodation(s).

C. IMMIGRATION REFORM AND CONTROL ACT

PERSONNEL RULES

The District verifies that each new employee is legally eligible to work in the United States by completing an I-9 form for all new employees, regardless of their citizenship status. The District uses E-Verify, a web-based system, to verify the identity and employment eligibility of newly hired employees by electronically matching information provided by employees on the Form I-9, Employment Eligibility Verification, against records available to the Social Security Administration (SSA) and the Department of Homeland Security (DHS).

D. OATH OF OFFICE AND DISASTER SERVICE WORKER DESIGNATION

As a condition of employment, all public employees, except those exempted by law, are required to take an oath or affirmation to uphold the Constitution of the State and the United States of America against all enemies foreign and domestic in accordance with the California Constitution. As an additional condition of employment, in accordance with Government Code Section 3100, all public employees are declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law.

E. POLITICAL ACTIVITIES

The political activity of employees is restricted in accordance with California Government Code Sections 3201 through 3209. Employees can participate in off-duty political campaigns. Further, an employee that successfully campaigns for a Fallbrook Public Utility District Board seat must terminate employment with the District. Employees may not use their positions to try to influence others. Employees may not directly or indirectly solicit political funds or contributions from the Board members or other employees during work hours. Employees may not participate in political activities of any kind while in uniform, on District premises, or during working hours.

F. OUTSIDE EMPLOYMENT AND CONFLICTS OF INTEREST

Employees shall not engage in any outside employment which might reasonably result in a conflict of interest, or an apparent conflict of interest, between the private interests of the employee and their official duties and responsibilities as an employee of the District. No employee shall directly or indirectly accept, engage in, or continue in any outside employment or business activity, full- or part-time, paid or unpaid, whether through another employer or their own business. In addition, employees:

- Are prohibited from using their District position to secure outside employment;
- Are prohibited from using their regular work hours and/or sick leave for outside employment; and
- Are prohibited from using District resources, including equipment, supplies and vehicles for outside employment.

District employees' primary responsibility is to their District employment. If an employee is called to an after-hours incident or emergency, whether from the standby list or otherwise, they are required to fulfill their District responsibility by finishing the required work before they leave for outside employment.

PERSONNEL RULES

G. NEPOTISM

The hiring of a current District employee's relative is not permitted without the approval of the General Manager. A relative may only be hired if they do not work in the same department, they are not under the direct or indirect supervision of the other, and neither occupies a position which has influence over the other's employment, promotions, or salary administration. A relative is defined as a spouse, parent, child, sibling, grandparent, aunt/uncle, niece/nephew, cousin, mother/father-in-law, brother/sister-in-law, and domestic partners.

H. RECRUITMENT & SELECTION PROCEDURES

1. FILLING OF VACANT POSITIONS

Whenever a vacancy in a new or existing position occurs, preference in filling it shall be given to existing qualified District employees whenever possible.

2. TYPE OF RECRUITMENT

The determination of the type of recruitment to be conducted shall be made by the Human Resources Manager after consultation with the hiring manager/supervisor and the General Manager. Recruitments may be conducted as either of the following:

- a. Open-Competitive Recruitment - Any individual may apply. An open-competitive recruitment may be conducted on a continuous basis, without a specified filing deadline, pending receipt of a sufficient number of qualified applicants.
- b. Closed-Promotional Recruitment – Only current District employees, excluding temporary employees, may apply.

3. EMPLOYMENT APPLICATIONS

Applications must be submitted by the applicant within the filing period stated on the job announcement. Filing periods may be extended as deemed necessary by the Human Resources Manager. Any false statement or willful omission of information on the application forms may be grounds for rejection of the application or subsequent discharge of the employee. The Human Resources Manager or designee may reject any application which does not demonstrate that the applicant meets the minimum qualifications for the position for which the application was submitted.

I. HIRING BONUS, REFERRAL & RELOCATION PROGRAM

This program shall be administered at the General Manager's discretion and may include one or more of the following:

1. Site visit covered at the District's expense in certain instances for a finalist for a vacant position.
2. Lump sum payment to cover moving/relocation expenses for a new employee who moves within an hour response time of the District's main office.
3. Signing bonus up to 10% of the position salary, depending on the position and difficulty to fill.

PERSONNEL RULES

4. \$500 paid to a current employee for their referral of any new hire from outside the District and upon successful completion of the new employee's initial probationary period.

Options 2 and 3 above will include a payback agreement requiring the employee to pay back 100% of the monies to the District if the employee voluntarily leaves employment within 2 years.

J. EMPLOYMENT STATUS

1. INITIAL PROBATIONARY PERIOD

All newly-hired employees shall serve an initial probationary period of no less than 6 months of actual and continuous employment, during which time the District determines whether work performance or work-related behavior meets the required standards of the employee's position. A supervisor may, with approval of the General Manager, require an extension of an employee's initial probationary period not to exceed 12 months total. During the initial probationary period, the employee may be rejected at any time, without the right to appeal.

2. REGULAR EMPLOYMENT

Upon successfully completing the initial probationary period, an employee achieves regular employment status.

3. PROMOTIONAL PROBATIONARY PERIOD

Current District employees promoted to another position outside of their current position series (i.e., promotion to a different position altogether, not from a I to II level in the same position, such as a utility worker I to utility worker II) shall serve a promotional probationary period of not less than 6 months. A promoted employee rejected during their promotional probationary period shall be reinstated to the position from which he/she was promoted unless he/she is subject to termination for disciplinary reasons.

4. TEMPORARY EMPLOYMENT

An employee assigned to work on a particular project or on a job of limited duration is a temporary employee. A temporary employee: (1) does not hold regular employment status, (2) does not serve a probationary period, (3) can be dismissed from District employment at any time without cause, right to appeal, grievance or hearing, and (4) is not entitled to earn, accrue, or participate in any District employee benefit plans, or paid or unpaid leaves, except as required by law.

K. PERSONNEL FILES & RELEASE OF EMPLOYEE INFORMATION

1. PERSONNEL FILES

The District maintains a personnel file on each employee. An employee's personnel file will contain only material that is necessary and relevant to the administration of the District's personnel program. Personnel files are the property of the District and access to the information they contain is restricted.

PERSONNEL RULES

a. REVIEW OF PERSONNEL FILE

An employee may review their own personnel file by contacting human resources to arrange an appointment. If an employee wishes to have another person/representative review their personnel file, the employee must provide the person/representative with written authorization. The review must be conducted in the presence of the human resources manager or their designee and under no circumstances is the employee and/or the employee's designee permitted to add or remove any items from the employee's personnel file during the review.

2. RELEASE OF EMPLOYEE INFORMATION

a. Upon request, the District will release to the public information about its employees as required by the Public Records Act. The District will not disclose personnel information if it believes doing so would constitute an unwarranted invasion of personal privacy.

b. All requests from outside the District for reference checks or verification of employment for any current or former employee must be referred to the human resources department. Information will be released only if the employee signs an authorization for release of employment information. Without such authorization, the following limited information will be provided: dates of employment, position/s held and salary.

c. All medical information about an employee or applicant is kept separately and is treated as confidential, in accordance with applicable state or federal law. Access to employee or applicant medical information shall be strictly limited to only those with a legitimate need to have such information for District business reasons, or if access is required by law, subpoena or court order. In the case of an employee with a disability, managers and supervisors may be informed regarding necessary restrictions on the work or duties of the employees and the necessary accommodations.

L. USE OF DISTRICT PROPERTY AND EQUIPMENT

1. District property is to be used only for conducting District business unless otherwise authorized by a supervisor, manager, or the General Manager in advance. District property includes, but is not limited to telephones, cell phones, computers (hardware and software), lockers, communications such as e-mails and voicemails stored and/or transmitted on District property, vehicles and other District property used by employees in the performance of their work.
2. The District's ***Vehicle & Equipment Use Program*** contained within the Injury Illness Protection Program (IIPP), as referenced in the Workplace Safety section of these rules, provides the expectations of employee use and consequences for misuse.
3. District property may be monitored and searched at any time and for any reason.

PERSONNEL RULES

Messages sent or received on District equipment, including cell phones may be saved and reviewed by others. As a result, District employees have no expectation of privacy in the messages sent or received on District property or equipment.

4. Every District employee is required to adhere to all District rules and policies while on District property or using District property or equipment.
5. Minimal personal use of communications equipment is permitted. Employees may use District cell phones, tablets, telephones and email for personal use provided that the use:
 - a. Is kept to a minimum;
 - b. Does not have a negative impact upon other District employees or operations; and
 - c. Is not abusive, illegal, or inappropriate.

M. UNIFORMS

Employees who are required to wear uniforms shall maintain a neat and clean appearance at all times. Complete uniforms shall be worn while on District time, unless a prior approval from the appropriate supervisor or manager is obtained. Torn garments shall not be worn and shall be replaced as soon as possible. The District's *Uniform Program* provides additional guidance, beyond what is included in the current memoranda of understanding.

N. PERFORMANCE EVALUATIONS

1. FREQUENCY

New employees will receive their first performance evaluation at 6 months; the second at the completion of 1 year; and each year thereafter on their employment anniversary date. If an employee is promoted to a job outside of their current position series (i.e., promotion to a different position altogether, not from a I to II level in the same position, such as a utility worker I to utility worker II), their performance evaluation date will become the date of their promotion.

2. PROCESS

An employee's performance evaluations must be documented in writing, on the District's designated form, with the employee given an opportunity to submit a voluntary self-evaluation form for their supervisor's consideration in drafting the employee's performance evaluation. Human Resources also provides the supervisor/manager with a list of the trainings that the employee has completed throughout the rating period. If an employee's performance evaluation is more than 30 days overdue, the employee's step increase, if applicable, shall be granted, retroactive to the date following the end of the evaluation rating period, pending their supervisor's completion of the performance evaluation.

3. APPEAL

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An employee may appeal an overall performance rating of “does not meet requirements” to the General Manager. This appeal is not part of the grievance process and the decision of the General Manger is final.

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O. WORK-RELATED TRAVEL & TRAINING

Travel expenses shall be budgeted by staff as a part of the annual budget process. Any travel expenses approved with the budget shall be considered authorized for that fiscal year only. Before the District expends any funds for authorized travel that involves lodging or public transportation expenses, the employee must complete a request form for their supervisor/manager's approval.

1. EXPENSES INCURRED ON DISTRICT BUSINESS

Employees of the District may be called upon to travel in conjunction with their job functions. Federal and State codes permit and provide guidance for reimbursement of expenses and compensation to employees while traveling on District business. The District will reimburse District staff for reasonable expenses incurred while traveling on District business to include lodging, meals, transportation, and related incidentals.

2. ADVANCES AND PREPAYMENT OF OTHERWISE REIMBURSABLE EXPENSES

Employees may request prepayment of registration, transportation, and lodging and may request an advance upon expected costs for meals, fuel for District or rental vehicles, public ground transportation, and taxis using the necessary form. Prepayments and advances shall be limited to the employee's expenses only. Advances shall not exceed the total maximum allowable meal reimbursement anticipated for the trip plus known costs of ground transportation. Advances should be requested in a timely manner to allow normal processing through accounts payable.

3. REIMBURSEMENT OF EXPENSES

Each employee shall be reimbursed for travel expenses incurred while traveling on authorized District business, as follows:

- a. TRANSPORTATION.** The District will pay for reasonable transportation costs. If for personal preference or for non-business related reasons the employee incurs additional travel expenses, the employee will be responsible for the additional expenses.
- b. AIR TRANSPORTATION.** The District will reimburse employee(s) or pre-pay costs for economy (coach) class airfares. The District will endeavor to purchase airline tickets in advance taking advantage of discounts and low airfares. Whenever possible, air reservations shall be made to permit travel during normal business hours.
- c. AUTOMOBILE TRANSPORTATION.** Whenever travel by vehicle is most cost effective or practical, staff shall endeavor to use a District vehicle. Staff must have a valid driver's license to operate a District vehicle. The District will reimburse

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employees for gasoline purchases with receipts while using a District vehicle; however, employees should ensure that the vehicle has sufficient fuel to reach the desired destination and return, or a full tank of fuel, before departing from the District offices.

- i. Employees must obtain permission from their manager or supervisor before using a personal vehicle in conjunction with District business. In situations where employees use personal vehicles on District business, the employee must maintain a valid California Driver's License and at least the minimum automobile insurance coverage required by the State of California or make arrangements for a driver who meets the above requirements. Employees may not be reimbursed for travel in a personal vehicle if either the license or insurance requirements are not met.
 - ii. If a personal vehicle is used, the employee will be reimbursed at the current maximum allowable tax-exempt reimbursement rate provided by the IRS regardless of the actual operating costs of the vehicle. Employees who receive a monthly mileage allowance are not eligible to receive reimbursement for mileage.
- d. **RENTAL CAR TRANSPORTATION.** The District will cover the expenses required for use of a rental car whenever approved prior to departure. The maximum reimbursement for rental cars shall be based on the rate provided for a compact car. Upgrades or additional cost features are the employee's responsibility.
- e. **MISCELLANEOUS TRANSPORTATION.** Whenever practicable, bus, taxi, rail, shuttle, etc. transportation may be used in lieu of, or in conjunction with, the modes listed above.

4. MEALS AND LODGING

Whenever travel requires meals, the meals are reimbursable provided the employee presents an itemized receipt, along with the required form, for all meals. Meals are reimbursable based on the Meals and Incidental Expenses (M&IE) as updated by the U.S. General Services Administration:

- a. **FULL DAY REIMBURSEMENT.** When an employee is traveling for a full day and no meals are provided for by other sources, such as pre-paid registration, the employee may be reimbursed for meal expenses at the rate provided by the M&IE per day. If an employee exceeds the rate provided by the M&IE, they will only be reimbursed for the amount provided by the M&IE.
- b. **SINGLE MEAL REIMBURSEMENT.** When an employee requires reimbursement for a single meal while traveling, the maximum meal reimbursement amount shall be at a rate provided by the M&IE for breakfast, lunch, and/or dinner. If an employee

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exceeds the rate provided by the M&IE, they will only be reimbursed for the amount provided by the M&IE.

- c. **PARTIAL DAY REIMBURSEMENT.** When an employee will be traveling for a partial day or where a single meal is provided for by other sources such as pre-paid registration, the maximum reimbursement amount shall be at the rate provided by the M&IE per meal. If an employee exceeds the rate provided by the M&IE, they will only be reimbursed for the amount provided by the M&IE.
- d. **TAXES AND GRATUITIES.** The maximum meal reimbursement amounts are inclusive of and assume expenses for taxes and gratuities of up to 15%.
- e. **LODGING.** The District will reimburse employees or pre-pay accommodations in single rooms at conference facilities or in close proximity when applicable. In the absence of conference accommodations, normal single-room business, government or commercial class accommodations may be obtained. Under normal circumstances, lodging will not be reimbursed for the night before a conference starts and the night after it ends. However, in situations where available travel schedules would require the employee to leave home before 6:00 a.m. or return to home after 12:00 a.m., lodging for the night before or the night after will be reimbursable. If staying overnight, an extra night, or over a weekend at a destination allows for a reduction of travel expenses and the cost of accommodations is less than the savings realized by the reduced transportation expenses, the District may pre-pay or reimburse the employee for the extra night's lodging. Only lodging expenses may be reimbursed in these situations.

5. ENTERTAINMENT

The District will not cover expenses incurred for recreation or entertainment.

6. INCIDENTAL EXPENSES

Unavoidable, necessary, and reasonable authorized expenses will be fully reimbursed by the District. Some examples of allowable expenses are:

- Reasonable transportation to local restaurants and to operational functions that are a part of conference events.
- Reasonable gratuities, up to 15%, on reimbursable expenses.
- Parking fees related to conference functions.
- Fees for in-room high speed internet access for each day while registered at the hotel.

The following expenses are not reimbursable: alcoholic beverages, parking or traffic violations, in-room services or movies, laundry services, or expenses incurred by spouses, family members or guests.

7. EMPLOYEES' RESPONSIBILITY

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Itemized receipts must be attached for all expenses in order to qualify for reimbursement.

Expenses will not be reimbursed for meetings that have been pre-paid and not attended. Employees may be required to reimburse the District for any pre-paid expenses for any unexcused absence. The General Manager will determine if an absence from a pre-paid meeting is excused or unexcused.

Expenses incurred by spouses, family members, or guests are the employee's responsibility.

8. TRAVEL-TIME PAY

During any compensable hours of travel, employees are subject to any and all provisions of the District's policies, procedures and these rules.

Exempt employees do not receive any additional pay when required to travel as part of their District duties. The District agrees to pay non-exempt employees for travel time in accordance with the Fair Labor Standards Act (FLSA) and as follows:

a. TRAVEL TIME. Normal travel to/from home and work is not considered hours worked.

b. SINGLE-DAY TRAVEL. Time spent by an employee in travel as part of their normal work activities, such as travel from their District location (i.e., office/job site) to an off-site training/seminar during regular working hours is considered hours worked.

If an employee is required to travel to another city and return home the same day, the travel time to and from the other city, from their primary District location/office, during their regular working hours is considered hours worked. If the employee takes a lunch break, it is not considered hours worked. If the employee uses public transportation, the travel time between the employee's home and the point where they obtains this transportation (i.e. bus station, airport, etc.) is considered commute time, it is not considered hours worked.

c. TRAVEL AWAY FROM HOME OVERNIGHT ON A REGULARLY SCHEDULED WORK DAY.

Travel time involving a required overnight stay is considered hours worked only when it is during the employee's regular work hours; the employee is simply substituting travel for their regular work hours.

If the employee regularly works from 8 a.m. to 5 p.m., Monday through Friday, traveling during the same hours on Saturday and/or Sunday is considered hours worked; however, the employee is considered by the District to be on a flexible schedule and their starting time, meal and rest periods, etc. are adjusted to accomplish work with minimal overtime.

Any work that the employee performs while traveling is considered hours worked even if these hours are outside their normal work schedule; however, the employee shall first get approval from their supervisor/manager, or their designee, before performing such work.

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SECTION 3 – COMPENSATION & PAYROLL PRACTICES

A. WORKWEEK DEFINITION

The regular workweek covers a 7-day period that begins exactly 4 hours after the start of shift on Friday (#1) and ends exactly 4 hours after the start of shift on the following Friday (#2). For timekeeping purposes, the 4 hours (11:30 AM-3:30 PM) intended for Friday #1 are to be entered on Saturday as a technical work-around for the timekeeping system and any hours actually worked on Saturday should be noted as such in the comment field.

B. WORK SCHEDULES

The District implemented a 9/80 work schedule in 1992 whereby in any two-week pay period, employees work 8 days (e.g., Monday, Tuesday, Wednesday, Thursday) for 9 hours each day, and 1-day (e.g., Friday) for 8 hours, with an alternating day off (e.g. Friday).

The 9/80 work schedule has two alternating teams, "blue" and "gold." Supervisors will assign the employee to a team that ensures sufficient coverage for their department operations.

Some classifications may not be eligible for the 9/80 work schedule as determined by the supervisor and approved by the General Manager. Accommodations will be considered by the General Manager for employees who prefer not to work the 9/80 schedule. All team changes will be approved by the General Manager.

C. MEAL & REST PERIODS

1. MEAL PERIOD

A thirty minute non-compensated meal period shall be provided to all full-time employees and should be taken at the approximate mid-point of the shift.

2. REST PERIOD

A fifteen minute compensated rest period will be provided all employees for each four hours of work. The rest period shall be taken at a time designated by the employee's supervisor/manager, or their designee. The rest periods may not be combined to shorten the workday or to extend the meal period.

3. LACTATION ACCOMODATION

Pursuant to Labor Code Section 1030, the District shall provide an adequate space and a reasonable amount of break time to accommodate an employee desiring to express breast milk for the employee's infant child each time the employee has a need to express milk.

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D. OVERTIME AND COMPENSATORY TIME

1. PRIOR APPROVAL REQUIRED

- a. No employee may work non-emergency overtime without advance approval from their supervisor. Working overtime without advance approval is grounds for discipline.

2. OVERTIME DEFINITION

- a. Unless otherwise stated in a current memorandum of understanding, employees shall be paid one and one half times (1.5) their hourly rate of pay for all hours worked beyond their regularly scheduled hours in one work day.
- b. Unless otherwise stated in a current memorandum of understanding, vacation time, compensatory time (comp. time) and sick leave shall be included as time worked for the purpose of calculating overtime pay.

3. COMPENSATORY TIME. When an employee works overtime, the employee may elect to accrue comp. time in lieu of receiving overtime payment at a rate of 1.5 hours for each overtime hour worked.

- a. Comp. time may accrue up to a maximum of 40 hours.
- b. Comp. time usage shall not be reasonably denied if operations will not be adversely affected.
- c. Upon separation from the District, employees shall be paid 100% of their accrued comp. time balance at their then base hourly rate of pay.

E. OVERTIME EXEMPT POSITIONS

Employees in positions listed in the management section of the District's salary table are exempt and not eligible to receive overtime compensation.

F. OVERTIME ELIGIBLE POSITIONS

Employees in positions in the District's salary table that are not in the management section are non-exempt and eligible to receive overtime compensation.

G. OUT-OF-CLASS/ACTING ASSIGNMENTS

An out-of-class (OOC) assignment is a temporary assignment of a regular, non-probationary, employee to a higher-level classification. Employees placed in an OOC assignment must meet the minimum qualifications of the higher-level position and the OOC assignment may end at any time without advance notice or right of appeal. No single OOC assignment shall exceed a period of 960 hours within 12 months.

1. PARTIAL ASSIGNMENT

When a supervisor/manager is going to be away from the office and unavailable for more than one day, he or she may request approval from the General Manager to have a qualified employee serve in a partial out-of-class assignment in the

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supervisor's/manager's absence.

- a. The employee approved for an OOC assignment shall receive an additional 15% out-of-class pay.
- b. Partial out-of-Class pay is only provided for time actually worked. Employees will not receive out-of-class pay while on paid time off (e.g. vacation or sick leave) and/or for a District-observed paid holiday, unless they are called into work on a District-observed paid holiday.

2. FULL ASSIGNMENT

An employee will serve in a full out-of-class assignment, assuming 100% of the higher position duties, for a vacant position for which there is an active recruitment to fill the position.

- a. As defined by Gov. Code 20630, the total hours worked by an employee serving in a full out-of-class assignment are reportable as special compensation to CalPERS and include: holidays, sick leave, industrial disability leave, compensatory time off, and leave of absence.

H. TIMEKEEPING REQUIREMENTS

All employees are required to accurately enter their hours worked in the District's timekeeping system in order to generate their timecard for their supervisor's/manager's approval.

1. Employee time from 1 to 7 minutes shall be rounded down, and thus not counted as hours worked, but employee time from 8 to 14 minutes must be rounded up and counted as a quarter hour of work time.
2. Falsifying information entered into the timekeeping system shall be grounds for discipline.
3. Failure by an employee to regularly and timely complete and submit their timecard for their supervisor's/manager's approval may be grounds for discipline.

SECTION 4 – DEMOTION, TRANSFER, LAYOFF, RESIGNATION/RETIREMENT NOTIFICATION, REINSTATEMENT, JOB ABANDONMENT

A. DEMOTION

An employee who is voluntarily demoted to a lower classification for which they meet all the requirements, shall be paid at the rate of pay for the lower position that is closest to their rate of pay of the position they previously held.

B. TRANSFER

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The District may transfer an employee at any time, whether temporarily or permanently. Whenever possible, an employee being transferred will receive five working days' notice.

C. LAYOFF POLICY AND PROCEDURE

1. Whenever a layoff becomes necessary due to a legitimate reason, such as lack of appropriate funds, curtailment or lack of work, an employee may be laid off or demoted without disciplinary action and without right of appeal.
2. Employees to be laid off will be given, whenever possible, at least fourteen calendar days' prior notice.
3. Employees will be laid off in the inverse order of their seniority in their classification, with the lowest seniority being laid off first. In cases where the District determines that seniority is equal between two or more employees, past performance as evidenced by, among other factors, the employee's performance evaluations, shall be considered.
4. Within each class, employees will be laid off in the following order, unless special skills are required: temporary, part-time, probationary, and regular.
5. In the event of a layoff, employees who have been promoted during their service with the District may demote to a former classification they formerly held, if there is a vacancy.
6. A regular employee who is laid off shall be placed on a re-employment list for two years from the date of layoff for the position they held. If a vacancy becomes available over the course of the re-employment list's two years, an employee on the list shall be offered to fill the vacant position before a recruitment is conducted. The employee must still meet all necessary requirements for the position to which he or she is to be reemployed, with or without reasonable accommodation.

D. RESIGNATION/RETIREMENT NOTIFICATION

An employee wishing to resign or retire in good standing shall submit a written or emailed notification at least 2 weeks prior to the effective date of resignation/retirement. The District will pay an employee for all hours worked and any applicable and available leave balances on the next regular payday following their resignation/retirement.

A one-time payment of \$500 shall be included in the employee's final check if they provide the District with a 30-day written notice of their pending resignation/retirement date. A one-time payment of \$1,000 shall be included in the employee's final check if they provide the District with a minimum 90-day written notice of their pending resignation/retirement date. In either case, if the employee provides said notice, but resigns/retires before the end of the 30 or 90 days, they will not be eligible to receive the one-time payment.

E. REINSTATEMENT

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An employee who has resigned in good standing with the District may be considered for reinstatement for up to two years after their resignation, upon approval of the General Manager. The employee will be reinstated to the salary range and step closest to that which they held at the time of their resignation and will receive a new anniversary date as the first date of employment upon reinstatement. The reinstated employee will serve a new initial probationary period.

F. JOB ABANDONMENT

Except as otherwise provided by law including, but not limited to, federal and state provisions related to return from military leave, failure by an employee to return to duty or notify the District of their intent to return to duty within 48 hours of the date he/she is scheduled to return from any type of leave shall be considered an automatic resignation and the employee shall be notified of their automatic resignation from District employment. The District will consider evidence of extenuating circumstances if it is submitted by the employee to the District within ten calendar days of the postmark of the District notice.

SECTION 5 – EMPLOYEE BENEFITS

A. ELIGIBILITY FOR MEDICAL/DENTAL/VISION BENEFITS

1. New regular full-time employees and their qualified dependents are eligible for health, dental and vision benefits on the first day of the month following their date of hire and upon proper application and acceptance, as set forth in the agreement between the District and ACWA/JPIA for the benefit plan year that begins January 1 and ends December 31 of each year. For the purpose of these benefits, full-time is defined as an employee who works at least 24 work hours per workweek.
2. Employees are responsible for providing the necessary notification to Human Resources within 30 days of a qualifying event in order to properly add or terminate coverage for a qualified dependent.
 - a. An employee who fails to remove a dependent who is no longer eligible for coverage under the District plan/s, shall be responsible for repayment of all premiums paid by the District, retroactive to the loss of qualifying coverage date.

B. COBRA COVERAGE

Upon an employee's separation from District employment, or the loss of a dependent's qualifying medical/dental/vision coverage, employees will receive information on COBRA (Consolidated Omnibus Budget Reconciliation Act), the Federal law that offers continuation coverage options at the individual's expense for a limited duration.

C. CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS)

The District participates in the California Public Employees' Retirement System (CalPERS).

PERSONNEL RULES

1. **CLASSIC MEMBERS.** Employees hired at the District before January 1, 2013 are considered “classic members” and contribute 8% of their salary, with the following provisions under the District’s contract with CalPERS:
 - a. Pre-Retirement Option 2W Benefit;
 - b. Retirement Benefit Formula of 2.5% at age 55; and
 - c. Single Highest Year Final Compensation Option.
2. **PEPRA MEMBERS.** Employees hired on or after January 1, 2013 who are also “new members” will contribute 50% of the normal cost established by CalPERS pursuant to the Public Employees’ Pension Reform Act (PEPRA), with the following provisions under the District’s contract with CalPERS:
 - a. Pre-Retirement Option 2W Benefit;
 - b. Retirement Benefit Formula of 2% at age 62; and
 - c. Average of Three Highest Years’ Compensation.

D. SOCIAL SECURITY/FICA

Since April 20, 1951, all employees of the District have been participants in the Federal Social Security Program. Payroll deductions are taken from each employee's pay and matching contributions are made by the District.

E. HEALTH REIMBURSEMENT ACCOUNT (HRA)

Employees retiring after age 50, with 10 or more years of continuous employment, may be eligible to participate in the District’s HRA, as detailed in the current memoranda of understanding and plan document on file with Human Resources.

F. EDUCATIONAL ASSISTANCE/TUITION REIMBURSEMENT

The costs for tuition, books, supplies and equipment necessary for class are considered qualifying educational expenses eligible for reimbursement. Eligible expenses also include student activity fees that all students are required to pay to enroll in or attend the school. The following expenses are not considered qualified educational expenses:

- Meals
- Lodging
- Insurance
- Medical expenses (including student health fees)
- Transportation (including parking-related fees)
- Education involving sports, games, hobbies (unless job-related)

G. WORKERS’ COMPENSATION

1. An employee who sustains a work-related injury or illness shall be covered by the District’s workers’ compensation program.
2. An employee who cannot work as a result of a work-related injury or illness, shall receive

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workers' compensation payments of 2/3 of their regular earnings, with the remaining 1/3 supplemented by an employee's available sick leave hours, for a total not to exceed 100% of their pre-injury/illness earnings. If an employee's sick leave is exhausted, their other available leave hours (i.e., vacation/comp. time) shall be used before the employee enters into a leave without pay status.

3. If an employee is injured while at work and needs to be treated by a doctor on the date of the injury, the District will compensate the employee for time spent at the appointment during regular work hours; the employee does not need to use their own available sick leave hours for the appointment.
4. Beyond the date of injury, an employee's sick leave shall be used for on-duty hours used for medical evaluations, treatments, or other medical related activities associated with a worker's compensation illness or injury. If the employee's sick leave balance is exhausted, another paid leave (e.g., vacation/comp. time) shall be used.
5. When an employee is injured on the job and, according to their physician, is able to return to work with temporary modifications to their job duties, the District will make every effort to place the employee in a modified assignment until he or she is released back to full duty. The nature of the assignment will depend on the physical restrictions of the employee as stated by the treating physician and the availability of a modified position in the employee's normal department or another department that is consistent with the physical restrictions. An employee's acceptance of a modified duty assignment, if available, will be mandatory.

SECTION 6 – ATTENDANCE & LEAVES

A. ATTENDANCE REQUIREMENTS

Not reporting to work as scheduled, arriving late to work or leaving work early without advance notice and approval from an employee's supervisor/manager, or their designee, is prohibited and is subject to discipline, up to and including termination.

B. SICK LEAVE

Regular and probationary employees will accrue 3.69 hours of sick leave per pay period. Sick leave usage shall be allowed for the following qualifying reasons:

- For the employee's own illness or injury.
- For the employee's own diagnosis, care, or treatment of an existing health condition; or preventative care, including medical and dental appointments.
- For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including: parent, parent-in-law, child, spouse, domestic partner, grandparent, grandchild, or sibling.
- To obtain relief or services related to being the victim of domestic violence, sexual assault, or stalking, including the following, with appropriate certification of the need for such services:

PERSONNEL RULES

- A temporary restraining order or restraining order.
- Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
- To seek medical attention for injuries caused by domestic violence, sexual assault or stalking.
- To obtain services from a domestic violence shelter, program, or rape crisis center as the result of an act of domestic violence, sexual assault, or stalking.
- To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
- To participate in safety planning and other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

In accordance with California Kin Care Law, regular full-time employees may use up to ½ of their annual accrued total sick leave to care for a family member. If an employee's sick leave balance is exhausted, another paid leave (e.g. vacation, comp. time) will be used.

A sick leave absence of more than 40 hours resulting from an employee's non-work-related injury or illness will require that the employee submit a doctor's note to human resources upon their return to work.

Any suspected abuse of sick leave usage is subject to discipline, up to and including termination.

C. VACATION LEAVE

Each regular and probationary employee will accrue vacation leave as follows:

1 through 5 years = 4.00 hours per pay period

After 5 years = 4.62 hours per pay period effective on 5th anniversary

After 10 years = 6.15 hours per pay period effective on 10th anniversary

After 15 years = 7.69 hours per pay period effective on 15th anniversary

After 19 years = 8.00 hours per pay period effective on the 20th anniversary

1. The General Manager may grant a newly hired employee a higher starting vacation accrual rate, up to a maximum of 8 hours per pay period.
2. The General Manager may grant a newly-hired employee a starting vacation balance/bank of up to 40 hours.
3. An employee may elect to use accrued vacation for scheduled medical, dental or vision appointments, evaluations or associated activities if they have exhausted their sick leave balance.

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4. Employees who terminate their employment with the District shall be paid for all accrued and available vacation leave. If an employee's last day of employment with the District falls within the middle of a pay period, their vacation leave hours accrued for that pay period will be prorated accordingly.

D. EXECUTIVE LEAVE

Management employees accrue 1.54 hours of executive leave per pay period, up to a maximum of 120 hours. Once an employee reaches the maximum accrual of 120 hours, they will stop accruing executive leave until their balance is below 120 hours. Half (½) of an employee's executive leave balance shall be cashed out upon voluntary termination or retirement.

E. ADMINISTRATIVE LEAVE

The District has the right to place an employee on paid administrative leave at any time, pending investigation of misconduct, potential disciplinary action, or other reasons that the General Manager or Human Resources Manager, in their discretion, believes warrant such leave. The employee has no right to appeal the decision to place the employee on paid administrative leave. An employee on paid administrative leave is required to comply with all lawful orders of the District.

F. SCHOOL OR CHILDCARE PROVIDER ACTIVITIES LEAVE

School or child care provider activities leave is the allowable use of the employee's existing leave credits to attend school or child care provider activities; to enroll or reenroll a child in a school or with a licensed child care provider; or to address a school or child care provider emergency.

A regular employee who is a parent, guardian, stepparent, foster parent or grandparent with custody, or who stands in loco parentis, of a child enrolled in grades K through 12 of a public or private school, or in a licensed child day care facility, is eligible for school or child care provider activities leave.

An employee may use up to 40 hours of their existing vacation, sick leave, or compensatory time hours per calendar year, but not more than 8 hours in any single calendar month, regardless of the number of children the employee may have. If the employee does not have sufficient paid leave available, they shall be allowed to take unpaid personal leave. The 8 hour per month limitation does not apply for leave to address a school or child care provider emergency. An emergency means that an employee's child cannot remain in school or with a child care provider due to one of the following:

- The school or child care provider has requested that the child be picked up, or has an attendance policy, excluding planned holidays, that prohibits the child from attending or requires the child be picked up from the school or child care provider;

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- Behavioral or discipline problems;
- Closure or unexpected unavailability of the school or child care provider, excluding planned holidays; and/or
- A natural disaster, including, but not limited to, fire, earthquake or flood.

Employees are required to give 48 hours advance notice, unless it is a school or child care provider emergency as indicated above, of their desire to take school or child care provider activities leave. Advance notice of less than 48 hours may only be given with approval by the District. The District may also require that the employee provide documentation verifying participation in school or child care provider activities.

G. HOLIDAY LEAVE

1. ACTUAL HOLIDAY DATES

Following are the actual holiday dates, which may differ from the District's observed holiday date, as described below: New Year's Day - January 1, Martin Luther King, Jr. Day - 3rd Monday in January, Presidents' Birthday - 3rd Monday in February, Memorial Day - Last Monday in May, Independence Day - July 4, Labor Day - 1st Monday in September, Veterans Day - November 11, Thanksgiving Day - 4th Thursday in November, Day after Thanksgiving - 4th Friday in November, Christmas Eve - December 24, Christmas Day - December 25, and New Year's Eve Day - December 31.

2. DISTRICT OBSERVED HOLIDAYS

Any of the actual holiday dates listed above that fall on a Saturday shall be observed (i.e., District offices will be closed) on the preceding Friday. Any of the above holidays that fall on a Sunday shall be observed on the following Monday.

3. HOLIDAY PAY

An employee whose regularly scheduled work day falls on an actual holiday date as listed above in "1" above, **not** the date that the District observes the holiday, shall be paid for their actual hours worked, plus holiday pay for their regular hours for that day.

An employee contacted outside of their regular work hours to assist in emergency repairs on an actual holiday, as listed in "1" above, not the date that the District observes the holiday, shall be paid double-time for hours worked, with a guaranteed minimum of two hours of double time.

For an employee on a 9/80 work schedule, when a holiday falls on their regular Friday off, the holiday will be observed and the employee will have the following Monday off.

To be eligible for holiday pay, an employee must be in paid status in the in the pay period that includes the holiday.

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H. BEREAVEMENT LEAVE

In the event of a death in the family, regular and probationary employees shall be eligible for up to 3 working days off with pay to attend the funeral or make funeral arrangements, subject to the following provisions:

- The relatives designated shall include child, parent, spouse, sibling, grandparent, grandchild, aunt/uncle, niece/nephew, cousin, and domestic partner. It shall also include "in-law" relatives and those relationships generally called "step."
- Bereavement leave is not compensable for days falling outside an employee's regular work schedule.
- All requests for bereavement leave shall be made in writing as soon as practical but in no event later than the first day back to work, and shall be subject to approval of the human resources manager.

I. CALIFORNIA FAMILY RIGHTS ACT (CFRA) & FAMILY AND MEDICAL LEAVE ACT (FMLA)

The District will comply with the California Family Rights Act and the Federal Family and Medical Leave Act laws.

1. ELIGIBILITY. Employees who have been employed with the District for at least 12 months, and have at least 1,250 hours of service in the prior 12 months immediately preceding the requested leave, may request an unpaid job-protected leave of absence for up to 12 weeks (i.e., 480 hours). If in any case both parents are employees of the District and entitled to leave in connection with the birth, adoption or foster care of a child, the parents are limited to a combined 12 weeks total in a 12 month period.

2. LEAVE ENTITLEMENT. Eligible employees may take up to 12 workweeks of leave in a 12-month period for one or more of the following reasons:

- The birth of a son or daughter or placement of a son or daughter with the employee for adoption or foster care;
- To care for a spouse, son, daughter, or parent who has a serious health condition;
- For a serious health condition that makes the employee unable to perform the essential functions of his or her job; or
- For any qualifying exigency arising out of the fact that a spouse, son, daughter, or parent is a military member on covered active duty or call to covered active duty status.

The District will continue to pay the employee's insurance premiums during their qualified leave; however, if an employee does not have, or has exhausted, available leave hours and enters into an unpaid status, all rules outlined in the below section, [Leave Without Pay](#), will apply for the period of leave when the employee is on without pay status.

3. LEAVE NOTIFICATION REQUIREMENTS

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Employees must provide enough information for the human resources manager to reasonably determine whether the CFRA/FMLA may apply to the leave request. Employees must request leave 30 days in advance when the need for leave is foreseeable. When the need for leave is foreseeable less than 30 days in advance or is unforeseeable, employees must provide notice as soon as possible and practicable under the circumstances. When an employee seeks leave for a CFRA/FMLA-qualifying reason for the first time, the employee need not expressly assert CFRA/FMLA rights or even mention the CFRA/FMLA. If an employee later requests additional leave for the same qualifying reason, the employee must specifically reference either the qualifying reason for leave or the need for FMLA leave.

4. COMPENSATION DURING LEAVE

The employee must first utilize all accumulated sick leave and may elect to use any available vacation and/or compensatory time before being placed in a leave without pay status. All rules outlined in the below section, [Leave Without Pay](#), will apply for the period of CFRA/FMLA leave when the employee is in unpaid status.

An employee may be eligible to receive supplement benefits/payments directly through California's SDI program, into which all District employees contribute. It is the employee's responsibility to apply for this benefit and to provide human resources with supporting documentation to determine how much of their SDI benefit can and should be supplemented to get them to 100% of their usual earnings.

J. PREGNANCY DISABILITY LEAVE

An employee who is disabled because of pregnancy, miscarriage, abortion, childbirth, or a related medical condition is entitled to job-protected, pregnancy disability leave pursuant to CFRA/FMLA.

1. NOTICE AND CERTIFICATION REQUIREMENTS

Notice and certification requirements are as those listed above CFRA/FMLA.

2. COMPENSATION DURING LEAVE

The employee must first utilize all accumulated sick leave and may elect to use any available vacation and/or compensatory time before being placed in a leave without pay status. All rules outlined in the below section, [Leave Without Pay](#), will apply for the period of CFRA/FMLA leave when the employee is in unpaid status.

An employee may be eligible to receive supplement benefits/payments of approximately 60% to 70% of their salary directly through California's SDI program, into which all District employees contribute. It is the employee's responsibility to apply for this benefit and to provide human resources with supporting documentation to determine how much of their SDI benefit can and should be supplemented to get them to 100% of their usual earnings.

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3. REINSTATEMENT

Upon the expiration of job-protected leave, the employee will be reinstated in her original position.

K. PAID FAMILY LEAVE (PFL)

PFL is a benefit through California's SDI program, into which all District employees contribute, of approximately 60% to 70% of an employee's salary for up to eight weeks and allows mothers and fathers time to bond with a new child within the child's first year. It can be used to bond with a biological, foster, or adopted child.

The District requires that an employee whose PFL does not immediately follow CFRA/FMLA leave, during which they already would have supplemented their job-protected leave with available sick/vacation hours, use 80 hours of vacation prior to receiving PFL benefits.

It is the employee's responsibility to apply for this benefit and to provide human resources with supporting documentation to determine how much of their SDI benefit can and should be supplemented to get them to 100% of their usual earnings whenever possible. The employee must first utilize all accumulated sick leave and may elect to use any available vacation and/or compensatory time before being placed in a leave without pay status. All rules outlined in the below section, [Leave Without Pay](#), will apply for the period of PFL when the employee is in unpaid status.

L. MILITARY LEAVE

The administration of military leave shall conform to both state and federal laws including, but not limited to, the requirements of the California Military & Veterans Code and the federal Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA). Such employee shall be entitled to the applicable leaves of absence and employment and reemployment rights and privileges provided by the Military & Veterans Code of the State of California and USERRA. The employee must provide reasonable advance notice of the need for military leave and must provide the District with a copy of all military orders. An employee ordered to active duty for training purposes in the U.S. armed forces, will be paid the difference between their District salary and the basic pay received for active military duty for a maximum of 10 working days per year.

M. JURY DUTY & COURT APPEARANCES

Employees shall be compensated at their base hourly rate of pay for serving jury duty during the employee's regularly scheduled work hours. In order to be compensated for jury duty leave, the employee must submit to human resources a copy of their jury duty summons, along with their time-in/time-out tracking sheet as provided by the court.

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If the jury duty assignment is not for an entire day, as verified by the court's time clock record, and there are still at least four hours remaining to their normal work shift, the employee must report back to the District to complete their normal shift after being released by the court.

If the employee is required to report to the court house at least two and one-half hours after his or her scheduled start time, they should report to work at the beginning of his or her normal work shift. The supervisor will make sure that the employee is released from work to report to the appropriate court at the required time.

If the employee is placed by the court on "phone standby," the employee should report to work at the beginning of their normal work shift. The supervisor will make sure that the employee can make the phone call and that the employee is released from work to report to the court, if necessary, at the required time.

An employee subpoenaed to appear in court in a matter unrelated to their District job duties or because of civil or administrative proceedings that they initiated does not receive compensation for time spent related to those proceedings. An employee may request to receive time off without pay, or may use accrued vacation time or other eligible time for time spent related to those proceedings. The time spent in these proceedings is not considered work time.

N. TIME OFF TO VOTE

Employees are eligible for up to two hours paid time off for the purpose of voting only if they do not have sufficient time outside of working hours, during the polls' operating hours of 7:00 am to 8:00 pm, to vote on Election Day. In these cases, an employee may take as much time as they need to vote, but only two hours of that time will be paid by the District.

O. TIME OFF FOR CERTIFICATION TESTING

Employees are eligible for up to four hours paid time off during their regularly scheduled working hours to take an exam/test for job-related certifications. The employee must first receive prior approval from their supervisor/manager to ensure that the exam/test is job-related and that the employee's absence will not cause an undue operational staffing hardship. If there is a staffing hardship, the employee's supervisor/manager may request that the employee reschedule their exam/test for a later date.

P. LEAVE WITHOUT PAY

Leave without pay may be granted by the General Manager. The employee's accrued leave shall be used before entering into an unpaid status and leave hours will not accrue while an employee is on unpaid leave. After 30 days of continuous leave without pay, the employee shall reimburse the District for medical, dental, and vision benefits.

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SECTION 7 – STANDARDS OF CONDUCT

A. UNLAWFUL DISCRIMINATION AND HARASSMENT & RETALIATION POLICY

1. PURPOSE

The Fallbrook Public Utility District (“District”) has a strong commitment to prohibiting and preventing discrimination, harassment, and retaliation in the workplace. The District has zero tolerance for any conduct that violates this policy. Conduct need not rise to the level of a violation of state or federal law to violate this policy. Instead, a single act can violate this policy and provide grounds for discipline or other appropriate sanctions. This policy establishes a complaint procedure for investigating and resolving internal complaints of discrimination, harassment, and retaliation. The District encourages all covered individuals to report any conduct they believe violates this policy as soon as possible.

The District prohibits any retaliation against an employee because they filed or supported a complaint or because they participated in the complaint resolution process. Individuals found to have retaliated in violation of this policy will be subject to appropriate sanctions or disciplinary action, up to and including termination.

2. EMPLOYMENT DECISIONS AND PRACTICES

The District affords equal employment opportunity for all qualified employees and applicants as to all terms of employment including compensation, hiring, training, dismissal, promotion, transfer, layoff, recall, and discipline. The District prohibits discrimination against employees or applicants for employment on the basis of race, color, religious creed, sex, national origin, age (40 and over), physical or mental disability, medical condition, marital status, sexual orientation, genetic information, gender, gender identity, gender expression, military and veteran status, or any other basis protected by law.

Employees, volunteers, or applicants who believe they have experienced any form of employment discrimination or abusive conduct are encouraged to report the conduct immediately by using the complaint procedures provided in this policy, or by contacting the U.S. Equal Employment Opportunity Commission, or the California Department of Fair Employment and Housing.

Absent undue hardship or direct threats to the health and safety of employee(s), the District provides employment-related reasonable accommodations to:

- a. Qualified individuals, applicants and employees, with disabilities to enable them to perform essential job functions;

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- b. Employees with conditions related to pregnancy, childbirth, or a related medical condition, if so requested, and with the advice of a health care provider;
- c. Employee victims of domestic violence, sexual assault, or stalking to promote the safety of the employee victim while at work; and
- d. Employees who request reasonable accommodation to address a conflict between religious belief or observance and any employment requirement.

3. PROTECTED CLASSIFICATION

The District strictly prohibits discrimination, harassment, or retaliation because of an individual's protected classification. "Protected classification" includes sex, race, religious creed, color, age (over forty), national origin, ancestry, marital status, medical condition, genetic information, sexual orientation, gender, gender identity, gender expression, physical or mental disability, military and veteran status, or any other basis protected by law.

This policy prohibits discrimination, harassment, and retaliation because: 1) of an individual's protected classification; 2) the perception that an individual is in a protected classification; or 3) the individual associates with a person who has or is perceived to be in a protected classification. Such harassment by employees and non-employees is not only unlawful, but it may result in high turnover, absenteeism, low morale and productivity, and an uncomfortable work environment.

4. COVERED INDIVIDUALS

This policy applies to all terms and conditions of employment, internships, and volunteer opportunities, including, but not limited to, recruitment, testing, selection, hiring, placement, promotion/demotion, disciplinary action, transfer, layoff, recall, leave of absence, compensation, termination, rates of pay, benefits and selection for training. This policy applies to all applicants, employees regardless of rank or title, elected and appointed officials, interns, volunteers, and contractors.

5. PROTECTED ACTIVITY

This policy prohibits discrimination, harassment, or retaliation because of an individual's protected activity. Protected activity includes making a request for an accommodation for a disability; making a request for accommodation for religious beliefs; making a complaint under this policy; opposing violations of this policy; or participating in an investigation under this policy.

6. DISCRIMINATION DEFINED

This Policy prohibits treating covered individuals differently and adversely because of the individual's protected classification, actual or perceived; because the individual associates with a

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person who is member of a protected classification, actual or perceived; or because the individual participates in a protected activity as defined in this Policy.

7. HARASSMENT DEFINED

Harassment includes, but is not limited to, the following types of behavior taken because of a person's actual or perceived protected classification:

- a. Speech, such as epithets, derogatory comments or slurs, and propositioning on the basis of a protected classification.
- b. Physical acts, such as assault, impeding or blocking movement, offensive touching, or physical interference with normal work or movement. This includes, but is not limited to, pinching, grabbing, patting, or making explicit or implied job threats or promises in return for submission to physical acts.
- c. Visual acts, such as derogatory posters, cartoons, emails, pictures or drawings related to a protected classification.
- d. Unwanted sexual advances, requests for sexual favors and other acts of a sexual nature where:
 - i. Submission to the offensive conduct is an explicit or implicit term or condition of employment;
 - ii. Submission to, or rejection of, the offensive conduct forms the basis for an employment decision affecting the employee; or
 - iii. The offensive conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

8. GUIDELINES FOR IDENTIFYING HARASSMENT

Harassment includes any conduct that would be unwelcome or unwanted to an individual of the recipient's same protected classification. The following guidelines to determine if conduct is unwelcome or unwanted should be followed:

- a. It is no defense that the recipient "appears" to have consented to the conduct at issue by failing to protest about the conduct. A recipient may not protest for many legitimate reasons, including the need to avoid being insubordinate or to avoid being ostracized or subjected to retaliation.
- b. Simply because no one has complained about a joke, gesture, picture, physical contact, or comment does not mean that the conduct is welcome. Harassment can evolve over time. Small, isolated incidents might be tolerated up to a point. The fact that no one has yet complained does not preclude someone from complaining if the conduct is repeated in the future.
- c. Even visual, verbal, or physical conduct between two people who appear to welcome the conduct can constitute harassment of a third person who witnesses the conduct or learns about the conduct later. Conduct can constitute harassment even if it is not directed explicitly or specifically at a particular individual.
- d. Conduct can constitute harassment even if the individual has no intention to harass. Even well-intentioned conduct (e.g., gifts, over-attention, endearing nicknames, hugs) can violate this policy if

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the conduct is directed at, or implicates a protected classification, and if an individual would find it offensive.

9. RETALIATION DEFINED

Retaliation occurs when adverse conduct is taken against a covered individual because of the individual's protected activity as defined in this policy. "Adverse conduct" may include but is not limited to: disciplinary action, counseling, taking sides because an individual has reported discrimination or harassment; spreading rumors about a complainant or about someone who supports or assists the complainant; shunning or avoiding an individual who reports discrimination or harassment; or making real or implied threats of intimidation to prevent or deter an individual from reporting discrimination or harassment.

10. REPORTING AND COMPLAINT PROCEDURE

A covered individual who believes he/she has been the subject of discrimination, harassment, or retaliation may make a complaint, orally or in writing, to **any** supervisor, manager, or department head, without regard to any chain of command, or to the Human Resources Manager.

Supervisors and managers who receive complaints or who observe or hear of discriminating, harassing, or retaliating conduct shall immediately inform the Human Resources Manager.

Upon receipt of a complaint, the Human Resources Manager will complete and/or delegate the following steps:

- a. Provide a copy of this policy to the complainant, if he/she is not already aware of the Policy and inform the complainant of the steps the District intends to take in response to the complaint.
- b. Authorize and supervise the investigation of the complaint and/or investigate the complaint. The investigation will usually include interviews with: 1) the complainant; 2) the accused; and 3) other persons who have relevant knowledge concerning the allegations in the complaint.
- c. Review the factual information gathered through the investigation to determine whether the alleged conduct violates the policy giving consideration to all factual information, the totality of the circumstances, including the nature of the conduct, and the context in which the alleged incidents occurred.
- d. Report a summary of the determination as to whether this policy has been violated to appropriate persons. If discipline or sanctions are imposed, the level of discipline or sanctions will not be communicated to the complainant.
- e. If conduct in violation of this policy occurred, take or recommend to the appointing authority prompt and effective remedial action. The remedial action will be commensurate with the severity of the offense.
- f. Inform the complainant of the conclusion of the investigation.
- g. Take reasonable steps to protect the complainant from further harassment, discrimination, or retaliation.

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If the Human Resources Manager is accused, or is a witness to the events at issue, an individual with higher authority will complete and/or delegate the following steps. If the complaint is against the General Manager, the Human Resources Manager should route the complaint to the President of the Board of Directors.

11. PROACTIVE APPROACH

The District takes a proactive approach to potential policy violations and will conduct an investigation if a supervisory or management employee becomes aware that discrimination, harassment, or retaliation may be occurring, regardless of whether the recipient or third party reports a potential violation.

Every reported complaint of harassment will be investigated immediately, as confidentially as the fact gathering allows, thoroughly, objectively, and completely. In addition, the District will not tolerate any form of retaliation against any employee for making a complaint or cooperating in the investigation of a complaint. Supervisors are responsible for ensuring employees under their supervision do not engage in retaliation against an employee for making a complaint, or for participating as a witness in an investigation. Reports of retaliation can be made to a supervisor, manager, or the Human Resources Manager. Due to the serious nature of harassment, the District recognizes that false accusations can have serious consequences and therefore those who make false allegations may also be subject to disciplinary action.

12. OPTION TO REPORT TO OUTSIDE ADMINISTRATIVE AGENCIES

An individual has the option to report discrimination, harassment, or retaliation to the U.S. Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). These administrative agencies offer legal remedies and a complaint process. The nearest offices are listed on the Internet, in the government section of the telephone book, or employees can check the posters that are located on District bulletin boards for office locations and telephone numbers.

13. CONFIDENTIALITY

The District will make every effort to assure the confidentiality of complaints made under this policy to the greatest extent allowed by law; however, complete confidentiality cannot occur due to the need to investigate fully and the duty to take effective remedial action. The District prohibits an employee interviewed during the course of an investigation from attempting to influence any potential witness while the investigation is ongoing. An employee may discuss their interview with a designated representative. The District will not disclose a completed investigation report except as it deems necessary to support a disciplinary action, to take

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remedial action, to defend itself in adversarial proceedings, or to comply with the law or court order.

14. RESPONSIBILITIES

Each non-manager or non-supervisor is responsible for:

- a. Treating all individuals in the workplace or on worksites with respect and consideration.
- b. Modeling behavior that conforms to this policy.
- c. Participating in periodic training.
- d. Cooperating with the District's investigations pursuant to this Policy by responding fully and truthfully to all questions posed during the investigation.
- e. Taking no actions to influence any potential witness while the investigation is ongoing.
- f. Reporting any act he/she believes in good faith constitutes discrimination, harassment, or retaliation as defined in this policy, to their immediate supervisor, manager, or the Human Resources Manager.

In addition to the responsibilities listed above, each manager and supervisor is responsible for:

- a. Immediately reporting potential violations of this policy of which they become aware to the Human Resources Manager, regardless of whether a complaint has been submitted.
- b. Informing employees of this Policy.
- c. Taking all steps necessary to prevent discrimination, harassment, and retaliation from occurring, including monitoring the work environment and taking immediate appropriate action to stop potential violations, such as removing inappropriate pictures or correcting inappropriate language.
- d. Receiving complaints in a fair and serious manner, and documenting steps taken to resolve complaints.
- e. Following up with those who have complained to ensure that the behavior has stopped and that there are no reprisals.
- f. Informing those who complain of harassment, discrimination, or retaliation of their option to contact the EEOC or DFEH regarding alleged policy violations.
- g. Assisting, advising, or consulting with employees and the Human Resources Manager regarding this policy.
- h. Assisting in the investigation of complaints involving employee(s) in their departments and, when appropriate, if the complaint is substantiated, recommending appropriate corrective or disciplinary action in accordance with these policies, up to and including termination.
- i. Implementing appropriate disciplinary and remedial actions.
- j. Participating in periodic training and scheduling employees for training.

15. DISCIPLINE

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Individuals found to have violated this policy will be subject to appropriate sanction or disciplinary action, up to and including termination. With regard to acts of harassment by customers or vendors, corrective action within the reasonable control of the District will be taken after consultation with the appropriate management personnel.

16. EMPLOYEE ACCEPTANCE OF POLICIES

All employees are required to read and request necessary clarification of this policy. Each employee is required to sign a statement of receipt acknowledging that: a) he/she has received a copy or has received access to this policy; and b) understands that he/she is responsible to read and become familiar with the contents and any revisions to this policy. Employees with questions concerning this policy, should contact the Human Resources Manager.

17. TRAINING DIRECTIVE

Pursuant to AB 2053, all supervisory employees will receive, at least every two years, a minimum of two hours of interactive training and education regarding the prevention of sexual harassment and abusive conduct in the workplace. The training and education shall include information and practical guidance regarding the federal and state statutory provisions concerning the prohibition against and the prevention and correction of sexual harassment and the remedies available to victims of sexual harassment in employment. The training and education shall also include practical examples aimed at instructing supervisors in the prevention of discrimination, harassment, and retaliation, and shall be presented by trainers or educators with knowledge and expertise in the prevention of discrimination, harassment, and retaliation.

The General Manager or their designee will send written notification of the mandatory training to all District supervisory employees. Each participant is responsible for knowing the contents of this policy and for using the information learned at mandatory trainings to provide periodic training to employees at safety meetings. Training will include the issue of harassment by a person providing services pursuant to a contract against district employees.

Employees whose job responsibilities include investigating complaints of discrimination, harassment, and retaliation will attend training seminars conducted by experienced educators and/or investigators to learn about discrimination, harassment, and retaliation in the workplace, investigation techniques, and prevention strategies.

B. WORKPLACE SAFETY

1. The District is committed to the health and safety of its employees and to providing a safe work environment. Employees shall not be expected under any circumstances to perform work that violates any occupational health or safety standards.

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The District recognizes the need to comply with regulations governing accident, injury and illness prevention and to promote overall employee safety. The District has established a comprehensive, injury and illness program (IIPP), which contains, but is not limited to the following elements:

- Responsibilities of staff for program implementation;
- Procedures for identifying hazards and inspection methodology;
- Plans for correcting unsafe conditions or work practices;
- Vehicle and equipment use;
- Employee communication of safety concerns; and
- Safety recordkeeping.

A copy of the District's most current IIPP is provided to all employees upon hire and as updates are made to the program.

2. Safety articles and protective clothing must be worn consistently as required by the classification.
3. An employee must notify their supervisor/manager and the safety & risk officer of any work-related injury, accident and/or incident immediately, regardless of the severity.

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C. DRUG & ALCOHOL-FREE WORKPLACE

It is the policy of the District that no employee shall be under the influence of alcohol and/or legal or illegal drugs while on the job or while serving on standby. The District's ***Drug & Alcohol-Free Workplace Policy*** as it applies to all employees and the District's ***DOT Alcohol and Controlled Substance Policy*** as it applies to employees with commercial driver's license outline the specific requirements and consequences for violation/s of the policies.

SECTION 8 – GRIEVANCE PROCEDURE

A grievance shall be considered as any matter for which appeal is not elsewhere provided concerning a dispute about the interpretation or application of the terms or conditions contained in an MOU, the Personnel Rules, or a District policy or procedure regarding the same. Timeframes, as set forth throughout the grievance procedure, may be extended by mutual agreement between the parties.

A. PURPOSE

To provide employees, either individually or through their association representative, with a means of obtaining further consideration of a complaint or issue after every reasonable effort has failed to resolve them through less formal discussion.

B. PROCEDURE

- **STEP 1. FIRST LEVEL OF REVIEW - IMMEDIATE SUPERVISOR**

An employee should first try to get their complaint/issue settled informally through discussion with their immediate supervisor within 15 business days of the occurrence of the event resulting in the grievance. If the employee is not in agreement with the outcome of the discussion, they have the right to file a formal grievance, in writing, to the Operations Manager or Human Resources Manager within 10 business days after receiving the informal decision of their immediate supervisor.

- **STEP 2. SECOND LEVEL OF REVIEW – OPERATIONS MANAGER OR HUMAN RESOURCES MANAGER**

If an employee does not receive a satisfactory answer or resolution from their immediate supervisor, he will be allowed 10 business days to refer the grievance, in writing, to the Operations Manager, in the case of field personnel, or to the Human Resources Manager in the case of office personnel. The written grievance shall detail the facts upon which the grievance is based and be dated and signed by the employee. After receiving the written grievance, the Operations Manager or Human Resources Manager will promptly schedule a meeting to provide the employee an opportunity to present his appeal personally. The manager who met with the employee will provide a written response within 15 business days. If the employee does not agree with the decision reached, he/she may present the appeal in writing to the General Manager.

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- **STEP 3. THIRD LEVEL OF REVIEW - GENERAL MANAGER**

The General Manager or his/her designated representative should discuss the grievance with the employee, his/her representative, if any, and with other appropriate persons. The General Manager may designate any person or persons to advise them concerning the appeal. The General Manager shall render their decision in writing to the employee within 10 business days after receiving the appeal. The decision at this step shall be final and conclusive for all parties.

C. GRIEVANCE AGAINST GENERAL MANAGER

A grievance in which the General Manager is a party may be submitted to the President of the Board of Directors. The written grievance shall detail the facts upon which the grievance is based and be dated and signed by the employee. The grievance shall be submitted to the President of the Board of Directors within 15 business days of the event resulting in the grievance. The Board of Directors will investigate the grievance and may hold a formal or informal hearing at its discretion, unless waived by the employee. The Board of Directors shall submit its written decision within 10 business days. The decision of the Board of Directors is final.

Following submission of the General Manager's answer, and before going to Section 4, Advisory Arbitration, matters which are unresolved shall be discussed at a meeting between the parties during which all pertinent facts and information will be reviewed in an effort to resolve the matter.

- **STEP 4. ADVISORY ARBITRATION.** Any dispute or grievance which has not been resolved by the grievance procedure may be submitted to advisory arbitration by the Association Representative or the District within ten working days, following its termination in the grievance procedure. The following Advisory Arbitration procedures shall be followed:

(1) The requesting party will notify the other party in writing of the matter to be arbitrated and the contract provision(s) allegedly violated. Within 5 working days of the receipt of this notice, the parties may agree upon an arbitrator, or a panel of 3 arbitrators trained in conducting grievance hearings. If agreement on an arbitrator cannot be reached, the State Department of Industrial Relations shall be requested by either or both parties to provide a list of 5 arbitrators. Both the District and the Association shall have the right to strike 2 names from the list. The party requesting the arbitration shall strike the first name; the other party shall then strike one name. The process will be repeated and the remaining person shall be the arbitrator.

(2) The arbitrator shall hear the case within 20 working days after the arbitrator has been selected. The arbitrator may make a written report of their findings to the Association and the District within 15 working days after the hearing is concluded. The arbitrator shall make rules of procedure. The decision of the arbitrator shall be advisory to the General Manager who shall render a final decision within 10 working days. The arbitrator shall have no authority to amend, alter, or modify this agreement

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or its terms and shall limit recommendations solely to the interpretation and application of this agreement.

(3) Each grievance or dispute will be submitted to a separately convened arbitration proceeding except when the District and the Association mutually agree to have more than one grievance or dispute submitted to the same arbitrator.

(4) The District and the Association shall share the expense of arbitrators and witnesses and shall share equally any other expenses, including those of a stenographer, if required by either party. If either party elects not to follow the advisory decision rendered by the arbitrator, that party shall pay the entire cost of the arbitration process, including the expense of the arbitrator, witnesses, and/or stenographer.

SECTION 9 – DISCIPLINARY PROCEDURES

Violations of the District’s Personnel Rules, safety rules, criminal law, and/or actions which are insubordinate, flagrantly careless and/or incompetent, or otherwise prejudicial to the best interests of the District, will be subject to disciplinary action, up to and including termination.

While it is the District’s intent to take a progressive approach to disciplinary matters, progressive discipline is not required depending on the severity of the employee’s misconduct.

A. DISCIPLINARY ACTIONS NOT SUBJECT TO NOTICE AND APPEAL PROCEDURES

The following disciplinary actions may be taken to address an employee’s performance deficiencies and/or to address a violation as stated above: verbal counseling/warning, written warning, reassignment, or suspension without pay for up to 3 days.

B. DISCIPLINARY ACTIONS SUBJECT TO NOTICE AND APPEAL PROCEDURES

The following disciplinary actions require that written notice of intent to discipline be given to the employee, with an opportunity for the employee to appeal the proposed discipline: suspension from duty without pay for 4 or more days, salary step reduction, demotion, or termination from District employment.

C. PROCEDURES. A written notice of intent to discipline shall be provided to the employee not less than 10 business days prior to the effective date of the proposed disciplinary action and shall contain:

1. Specific charges upon which action is based;
2. The reasons why such action is being taken;
3. Copies of the materials upon which the action is based;
4. Information essential to give the employee a fair opportunity to answer the charges made;
5. A time and date no less than 5 business days after the notice of intent to discipline was provided to the employee by which the employee must submit a written

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response, including their intent to appeal the proposed discipline either in writing or at a Skelly meeting with the General Manager; and

6. A tentative date and time for a Skelly meeting.

Failure of the employee to respond to the notice of intent to discipline shall constitute a waiver by the employee of any right to appeal the proposed discipline and will result in the discipline being imposed as originally presented.

If the employee or former employee is dissatisfied with the decision made by the General Manager or his designee, he may appeal in writing, to the President of the Board of Directors. This written notice of appeal shall be filed with the Secretary of the District no later than fifteen calendar days after the date of service of the notice of the General Manager's or his designee's decision, whichever is earlier. Either party may also request a no-cost mediation through the State Mediation and Conciliation Service prior to the appeal hearing. Such request must be made by the employee within the same 15 calendar day period noted above, or by the District within 15 calendar days of receiving notice of the employee's written appeal.

1. The Secretary shall schedule a hearing within thirty calendar days of the date of filing of the notice of appeal, and the Secretary shall notify the employee of the time and date fixed for the hearing. This time can be extended for good cause.
2. Upon conclusion of the hearing, the Board of Directors shall inform the employee, in writing, of their determination within 5 business days. This time can be extended for good cause.
3. The Board of Directors has the power to reinstate a discharged employee and/or to impose less severe discipline on the employee. The decision of the Board of Directors is final and cannot be appealed.

SECTION 10 – MANAGEMENT RIGHTS

The District shall retain, whether exercised or not, solely and exclusively, all express and inherent rights and authority pursuant to law with respect to determining the level of, and the manner in which, the District's activities are conducted, managed and administered, and the employee associations recognize the exclusive right of the District to establish and maintain departmental rules and procedures for the administration of its departments.

The District has the exclusive right and authority to determine the mission of the District's departments, commissions and boards.

The District shall determine assignments, and establish methods, standards of service and the processes by which assignments are performed to maintain the efficiency of operations, and while every incidental duty connected with operations enumerated in job descriptions is not

PERSONNEL RULES

always specifically described; nevertheless, it is intended that the employee shall perform all such duties as assigned by the District.

The District has the authority to schedule all work and/or overtime work as required in the manner most advantageous to the District.

The District exercises complete control and discretion over the District's organization and the technology utilized in the performance of its work.

The District shall determine the procedures and standards of selection for employment.

The District reserves the right to discipline or discharge employees subject to these rules.

The District reserves the right to lay off personnel of the District at any time.

The District has the exclusive right to transfer employees within departments and to positions outside a department in a manner most advantageous to the District.

The District shall have the authority, without prior meeting and conferring, to effect reorganizations and reallocation of work of the District. The District will meet and confer to discuss the impacts of such a decision.

The District has the right, without prior meeting and conferring, to contract for matters relating to operations, including contracting out bargaining unit work. The right of contracting or subcontracting is vested exclusively in the District.

The District has the right to take all necessary actions to carry out its mission in emergencies.

The inherent and express rights of the District, including those herein specifically referred to that are not expressly modified or restricted by a specific provision hereof, are not in any way, directly or indirectly, subject to meeting and conferring or the grievance procedure herein, except as otherwise required by law.

SECTION 12 – AMENDMENTS TO PERSONNEL RULES

The Human Resources Manager shall review all suggested amendments or revisions to these rules for appropriateness and consistency. The General Manager or their designee shall notify the employee association(s) in writing of any amendments, which affect wages, hours and other terms and conditions of employment. Upon request, the District shall provide the opportunity to meet and confer with the employee association(s) so requesting. If the proposed amendment does not affect wages, hours and other terms and conditions of employment, or is otherwise not subject to meet and confer requirements under state law, or is a managerial right of the District, the General Manager, at their sole discretion, may consult with the recognized employee association(s) for their suggestions and comments.

PERSONNEL RULES

2021 FPUD Drought Tolerant Plant Program

Mick Cothran
Engineering

Noëlle Denke
Public Affairs

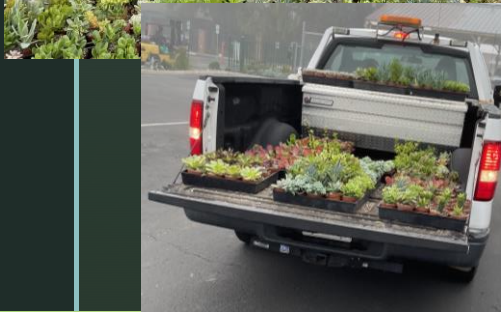
*Board of Directors
Meeting
January 24th, 2022*



Background

- First iteration of the program designed/implemented in 2018-19
- Program goal is to help provide ratepayers who have committed to turf removal or redesigning landscapes source drought tolerant plants
- Program leverages conservation funding from the Metropolitan Water District
- Plants (mostly 4" potted succulents) provided by a local nursery that uses FPUD produced recycled water

Pickup Event...



...Pickup Event



Ratepayer Testimonials

“I loved the plants that I picked up at FPUD today and will really be glad to add them to my drought-tolerant, water-conserving yard. I hope that you'll do another plant giveaway event soon.” Margaret Mahlum

“We have taken out thirsty plants in favor of the succulents.” Alan Wadham

“The giveaway sure got a lot of Fallbrook talking! Keep up the good work and thank you again.” Young Milton



Post
Planting

Questions?



FPUD Plant Pickup Event Crew (from left): Soleil Develle (Engineering), Juliana Luengas (Environmental Compliance), Mick Cothran (Engineering), Kevin Stamper (Operations), Todd Jester (GIS Coordinator), Noelle Denke (Public Affairs)

M E M O

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: January 24, 2022
SUBJECT: Commemoration of Mr. Gordon Tinker

Purpose

To commemorate Mr. Gordon Tinker.

Summary

Gordon Tinker, former General Manager of FPUD and longtime Fallbrook resident, passed away on December 1, 2021.

Resolution No. 5023 is to recognize the contributions that he made to the community, to this District, and to the many contributions he made to assist with getting the Santa Margarita River Conjunctive Use Project in place. This very important project provides local water to Fallbrook. Gordon worked for many years toward a solution for securing a local water supply for the District.

Recommendation

That the Board adopt Resolution No. 5023 in commemoration of Mr. Gordon Tinker

RESOLUTION NO. 5023

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE FALLBROOK PUBLIC UTILITY DISTRICT
IN COMMEMORATION OF MR. GORDON TINKER**

* * * * *

WHEREAS, Mr. Gordon Tinker served as General Manager for the Fallbrook Public Utility District from 1980 until his retirement on the 1st day of September, 2001; and

WHEREAS, Mr. Tinker worked for many years of his career on a physical solution to sharing the Santa Margarita River water with Marine Corps Base Camp Pendleton, which contributed to a river-sharing agreement that finally came to fruition in 2019; and

WHEREAS, the Board of Directors desires to recognize its great admiration for Mr. Tinker and to express its deep appreciation and that of the community to his family for his unselfish participation in many areas of community service; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors extends its sympathy to Mr. Tinker's family who are deeply grieved by his death; and

BE IT FURTHER RESOLVED that the Board of Directors hereby acknowledges and expresses its deep appreciation for the many years of dedicated service Mr. Tinker has devoted to the Fallbrook Public Utility District and the many community activities of public service; and

BE IT FURTHER RESOLVED that the Board of Directors and the District staff express their sorrow in the loss of a truly fine gentleman and friend, a community leader, and conscientious citizen who was respected and admired by all who know him.

PASSED AND ADOPTED by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 24th day of January, 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

M E M O

TO: Board of Directors
FROM: Engineering and Operations Committee
DATE: January 24, 2022
SUBJECT: Vactor Truck Rental Agreement with RMWD

Purpose

To present the Board with a proposed rental agreement between FPUD and RMWD for the use of FPUD's vactor Sewer flushing truck. Currently due to Air Pollution Control District requirements, RMWD does not have an operational sewer flushing truck. Due to the age of FPUD's sewer system and frequency of backup's FPUD has two vactor trucks. A newer vehicle and older backup vehicle. The proposed rental agreement will grant RMWD access to one of FPUD's vactor sewer flushing trucks with reimbursement to FPUD for use of the vehicle when it is available.

With approval of this rental agreement, RMWD will reimburse FPUD \$100.00 per hour of use as calculated using the Caltrans rate for this piece of equipment. This charge will be calculated using the hour meter attached to the engine of the vactor truck. In addition, any damages to the vehicle or its appurtenances will be reimbursed by RMWD.

Budgetary Impact

While it is not anticipated that the use of the equipment by RMWD cause a significant change in the District's revenue, this agreement will provide some additional unbudgeted revenue to help offset the operating costs of the sewer system and associated long term sewer rates.

Recommended Action

For the Board to approve the proposed vactor truck rental agreement with RMWD

MUTUAL SERVICES AGREEMENT BETWEEN THE FALLBROOK PUBLIC UTILITY DISTRICT AND THE RAINBOW MUNICIPAL WATER DISTRICT

This Mutual Services Agreement (this "Agreement") is made and entered into as of _____, 20____ ("Effective Date") by and between the Fallbrook Public Utility District ("FPUD"), a California public utility district, and the Rainbow Municipal Water District ("RMWD"), a California municipal water district. FPUD and RMWD are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

- A. FPUD and RMWD are public agencies in the State of California and are sometimes in need of services that can be provided more efficiently or conveniently by one another.
- B. The Parties desire by this Agreement to establish the terms for each Party to provide and receive the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- 1. Services. Each Party may provide the other Party with the services described in the Scope of Services attached hereto as Exhibit "A."
- 2. Compensation.
 - a. Subject to paragraph 2(b) below, a Party receiving services under this Agreement shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit "B." The Parties hereby agree that, as a ministerial matter, Exhibit "B" may be updated from time to time by the General Manager of FPUD and General Manager of RMWD to update the amounts set forth therein, upon 30 days prior written notice to the other Party, or to update Exhibit "B" to establish the charges for additional services provided pursuant to Section 3 of this Agreement.
 - b. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed or vehicles or equipment rented. Payments for work performed, vehicles or equipment rented will be made on a monthly billing basis.
- 3. Additional Work. If the Parties wish to add additional services that may be provided under this Agreement, an amendment to this Agreement and/or the Scope of Services shall be prepared and executed by both Parties before performance of such services. The Parties hereby agree that, as a ministerial matter, the General Manager of FPUD and General Manager of RMWD, may from time to time as it is necessary and/or appropriate, amend Exhibit "A" to add or delete services, and to update Exhibit "B" to reflect the charges to be paid for any services added to Exhibit "A," as agreed to in writing by both Parties.
- 4. Maintenance of Records. Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by each Party and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by the other Party.

5. Performance of Services. A Party desiring to receive services authorized by this Agreement shall provide a written or e-mailed request for services ("Request for Services") to the designated representative of the other Party. The Request for Services shall set forth the desired date of commencement of work. If the Party receiving a Request for Services cannot perform the services, either in whole or in part, or within the time specified in the Request for Services, the other Party shall promptly notify the requesting Party in writing or by e-mail.
6. Delays in Performance. Neither Party shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing Party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint. Should such circumstances occur, the non-performing Party shall, within a reasonable time of being prevented from performing, give written notice to the other Party describing the circumstances preventing continued performance and the efforts being made to resume performance of this agreement.
7. Compliance with Law. Each Party shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements. If applicable, each Party shall assist the other Party, as requested, in obtaining and maintaining all permits required by federal, state and local regulatory agencies related to the services. If applicable, the Party performing the services is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of its services or operations performed under this Agreement.
8. Standard of Care. The services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.
9. Assignment and Subcontract. Neither Party shall assign, sublet, subcontract, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the other Party, which may be withheld for any reason. Any attempt to so assign, subcontract, or transfer without such consent shall be void and without legal effect and shall constitute grounds for termination.
10. Independent Contractor/ Status of Employees.
 - a. Independent Contractor. The Party performing the services is retained as an independent contractor and is not an employee of the other Party. No employee or agent of a Party shall become an employee of the other Party. The Party performing the services shall be and remain responsible for all payroll, compensation, employee benefits, and employment administration of any of its employees which the performing Party directs to provide the services that the Party agrees to provide under this Agreement. In furtherance of the foregoing, the Party performing the services shall:
 - i. Properly secure and maintain workers' compensation coverage for any of its employees performing services pursuant to this Agreement at the exclusive direction of the performing Party;

- ii. Be fully responsible for payment of all payroll, payroll taxes, collection of taxes, unemployment insurance, and other administrative functions customarily performed by an employer and required under applicable federal, state, or local laws; and
 - iii. Without regard to payment by the Party receiving the services, assume such responsibilities as are required by applicable federal, state, and local wage and hour laws for payment of wages to any of its employees performing the services at the exclusive direction of the performing Party.
- b. Status of Employees. When a service is requested of a performing Party, such Party shall direct appropriate employee(s) to perform the requested service as part of the employee's regular duties for the performing Party. The Parties acknowledge and agree that at all times the performing Party's employees shall remain under the exclusive control of the board of directors of the performing Party or a supervisor that reports directly to a management employee subject to the exclusive control of the performing Party's board of directors such as the General Manager. The receiving Party shall not have any right to control the manner or means in which the Performing Party's employees perform services under this Agreement. Rather, the Performing Party shall have the sole and exclusive authority to do the following:
- i. Make decisions regarding the hiring, retention, discipline or termination of the Performing Party's employees. The receiving Party will have no discretion over those functions.
 - ii. Determine the wages to be paid to Performing Party's employees, including any pay increases. These amounts shall be determined in accordance with Performing Party's published publicly available pay schedule and shall be subject to changes thereto approved by the Performing Party's board of directors.
 - iii. Set the benefits of Performing Party's employees, including health and welfare benefits, retirement benefits, and leave accruals in accordance with Performing Party's policies.
 - iv. Evaluate the performance of Performing Party's employees through performance evaluations performed by a management level employee that reports directly to the Performing Party's General Manager or the Performing Party's board of directors.
 - v. Perform all other functions related to the service, compensation, or benefits of the Performing Party's employees assigned to perform services under this Agreement.
11. Insurance. During the performance of any services under this Agreement, the Parties shall maintain in full force and effect insurance policies and/or equivalent risk management coverage in the manner and to the extent that each Party insures and/or self-insures itself for similar risks with respect to that Party's operations, equipment, and property. The

manner in which such insurance and/or self-insurance is provided and the extent of such insurance and/or self-insurance shall be set forth in a Certificate of Insurance and/or Certificate of Self-Insurance, delivered to the other Party and signed by an authorized representative of the applicable Party, which full describes the insurance and/or self-insurance program and how the insurance/program covers the risks set forth in this Section 11. Insurance provided by a joint powers agency insurance pool shall be considered self-insurance for the purposes of this paragraph. Coverage under such insurance and/or self-insurance shall provide coverage for the following:

- a. Commercial General Liability. Commercial general liability insurance or equivalent risk management coverage covering bodily injury, property damage, personal/advertising injury, premises/operations liability, products/completed operations liability, and contractual liability, in an amount no less than \$1,000,000 per occurrence / \$2,000,000 aggregate. The policy shall give the other Party, its officials, officers, employees, agents and designated volunteers additional insured status, or endorsements providing the same coverage.
 - b. Automobile Liability. Automobile liability insurance or equivalent risk management coverage in an amount no less than \$1,000,000 per occurrence for bodily injury and property damage. Coverage shall include owned, non-owned and hired vehicles. The policy shall give the other Party, its officials, officers, employees, agents and designated volunteers additional insured status, or endorsements providing the same coverage.
 - c. Workers' Compensation. Workers' compensation insurance or equivalent risk management coverage as required by law. Each Party certifies that it is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and each Party will comply with such provisions before commencing work under this Agreement.
12. Indemnification. Each Party (the "Indemnifying Party") shall indemnify, defend (with counsel of the Indemnified Party's choosing), and hold the other Party (the "Indemnified Party"), its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of the Indemnifying Party, its officials, officers, employees, contractors, consultants or agents in connection with the Indemnifying Party's performance of the services under this Agreement, except to the extent caused by the negligence or willful misconduct of the Indemnified Party.
 13. Laws and Venue. This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of San Diego, State of California.
 14. Term; Termination or Abandonment.
 - a. This Agreement shall begin on the Effective Date and shall continue until termination of this Agreement.

- b. Either Party may terminate this Agreement with or without cause upon thirty (30) calendar days' written notice to the other Party. The Party receiving services shall pay the other Party the reasonable value of services rendered for any work completed prior to termination.
15. Notice. Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

FPUD:

Fallbrook Public Utility District

990 E Mission Rd,

Fallbrook, CA 92028

Attn: General Manager

RMWD:

Rainbow Municipal Water District

3707 Old Hwy 395

Fallbrook, CA 92028

Attn: General Manager

and shall be effective upon receipt thereof.

16. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Parties.
17. Entire Agreement; Amendment. This Agreement, with its exhibits, represents the entire understanding of the Parties as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person that are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.
18. Severability. The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.
19. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each Party. However, neither Party shall assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the other Party. Any attempted assignment without such consent shall be invalid and void.
20. Non-Waiver. None of the provisions of this Agreement shall be considered waived by either Party, unless such waiver is specifically specified in writing.
21. Time of Essence. Time is of the essence for each and every provision of this Agreement.
22. Counterparts. This Agreement may be executed in the original or in any number of counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Mutual Services Agreement as of the date first written above.

FALLBROOK PUBLIC UTILITY DISTRICT

RAINBOW MUNICIPAL WATER DISTRICT

By: _____

By: _____

Its: _____

Its: _____

Printed Name: _____

Printed Name: _____

EXHIBIT A

Scope of Services

RMWD shall perform and adhere to the following when sharing FPUD Vector Truck, unit 1141.

- Notify FPUD staff at least 3 days in advance that unit will need to be rented.
- Allow only specific RMWD staff, who have been trained by FPUD staff, to operate equipment.
- FPUD staff shall ensure 1141 has a full fuel tank before leaving FPUD possession. RMWD shall return equipment with full fuel tank.
- The RMWD staff member sharing the Vector shall complete an inspection report with a member of FPUD staff through FPUD's Qanium Connect fleet management program (or on paper, if program is unavailable) both before and after equipment usage.
- RMWD shall return equipment empty and clean of dirt and debris, including inside cab.
- FPUD needs for 1141 supersede RMWD needs.
- Equipment shall remain within RMWD boundaries at all times during rental.
- Only FPUD staff, or an FPUD authorized repair shop, shall enact repairs or replacements of parts on Vector.

EXHIBIT B

Schedule of Charges/Payments

The Party performing services will invoice the other Party on a monthly basis. The Party performing services will include with each invoice a detailed report that indicates the amount of time and cost for each task.

The Party performing services may update the amounts set forth below upon 30 days prior written notice to the other Party.

1. FPUD Vector Truck Rental:
 - Hourly Rate: \$100 – to be paid every 30 days based on prior month's usage. Rate will be adjusted annually based on the Engineering News Record Construction Cost Index for Los Angeles each November.
 - RMWD shall reimburse FPUD for any repairs needed or accidents caused by RMWD usage. If a third party is used for RMWD caused damages or accidents, RMWD shall be invoiced for all associated costs.

M E M O

TO: Board of Directors
FROM: Personnel Committee
DATE: January 24, 2022
SUBJECT: Recommended Salary Adjustment for Operations Manager

Purpose

To obtain approval for the proposed salary adjustment to the Operations Manager position.

Summary

Jason Cavender retired from his position as operations manager, effective November 12, 2021. The District started the recruitment process in July 2021 in hopes of hiring his replacement ahead of his retirement. Of the total 19 applicants, we interviewed the three most highly qualified applicants who possessed the required certifications and/or licenses, but ultimately the District was unable to fill the position with a qualified applicant who was willing to accept the job at the current salary range. The recruitment has remained open, but the position has not attracted qualified applicants and it is necessary for the salary to be adjusted to be more competitive.

The Operations Manager position was included as a benchmark classification for the total compensation study that was recently completed, with the results as follows:

Top Monthly Salary					Total Monthly Compensation Data				
FPUD	Market Average	% above or below	Market Median	% above or below	FPUD	Market Average	% above or below	Market Median	% above or below
\$ 12,715	\$ 15,961	-25.5%	\$ 16,558	-30.2%	\$ 18,144	\$ 22,425	-23.6%	\$ 22,876	-26.1%

The current salary was 25.5% below the market median. It is recommended to adjust the salary to be within the median of comparable agencies. It is recommended to adjust the salary for this position so the top step is \$16,680 per month. This salary is slightly higher than the median given the current salary table and salary steps.

Budgetary Impact

The proposed increase to the salary range of Operations Manager will potentially result in an additional \$47,580 12-month salary cost, at the maximum salary for the position. It is likely that the individual hired for the position will not start at the top of the salary range. From a fiscal year budget perspective given the projected length of the existing operations manager vacancy as well as additional vacancies in the water enterprise and the fact that the position will not likely be filled until the end of February with five months remaining in the fiscal year, it is anticipated that the additional position costs in the remainder of the Fiscal Year (February through May) will not require any adjustment to the adopted budget.

Recommended Action

For the Board to approve the proposed salary adjustment for the Operations Manager position to a maximum monthly salary of \$16,680.

SALARY SCHEDULE

Effective July 1, 2021

Classification	Positions	Salary Range
Accounting Technician I & II	2	19 & 23
Human Resources Technician	1	21
Collection Supervisor	1	39-41
Customer Service Representative I & II	1	15 & 19
Customer Service Specialist	2	25
Engineering Technician I, II & III	3	20-22/27-28/31-32
Environmental Compliance Technician	1	35-37
Equipment Mechanic	1	25
Executive Assistant/ Board Secretary	1	36
Geographical Information Systems (GIS) Coordinator	1	32a
Information Systems Technician	1	31
Instrumentation, Electrical & Controls Technician I/II	2	28-32
Laboratory Technician I & II	1	28-29/32-33
Lead Plant Operator	2	30-31
Maintenance Technician I/II	1	15-17/18-21
Management Analyst	1	31
Meter Services/Construction Supervisor	1	39-41
Operations Specialist	1	21-22
Plant Operator (I-T), I, II	2	16-17/22-23/26/29
Public Affairs Specialist	1	36
Purchasing/Warehouse/Fleet Supervisor	1	37-38
Safety & Risk Officer	1	43-45
Senior Maintenance Technician	1	28-31
System Operations Supervisor	1	40
Systems Operator I, II, III	4	22-23/24a-25a/28a-29a
Utility Technician (Water and Wastewater)	6	25a-27a
Utility Worker I & II (Water and Wastewater)	17	15-17/18-21
Warehouse/Purchasing Specialist	1	27-28
<u>Management (Exempt)</u>		
General Manager	1	\$230,053
Assistant General Manager/CFO	1	62
Chief Plant Operator	1	45-46
Engineering Manager	1	52
Field Services Manager	1	46 & 48
Human Resources Manager	1	53
Operations Manager	1	62
Senior Accountant	1	43-44
SCADA, Electrical & Maintenance Supervisor	1	44-45

Range #	FY 19-20 Hourly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$16.19	\$16.59	\$17.01	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22
2	\$16.59	\$17.01	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72
3	\$17.01	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24
4	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77
5	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31
6	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87
7	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44
8	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03
9	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63
10	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25
11	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88
12	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52
13	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19
14	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87
15	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56
16	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28
17	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01
18	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76
19	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53
20	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32
21	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13
22	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95
23	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80
23a	\$28.70	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85
24	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67
24a	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74
25	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56
25a	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66
26	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48
26a	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60
27	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42
27a	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57
28	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38
28a	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56
29	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36
29a	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57
30	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37
31	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40
32	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46
32a	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.68	\$44.77
33	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55
34	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66
35	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81
36	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98
37	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18
38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41
39	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67
40	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96
41	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28
42	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64
43	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03
44	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45
45	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92
46	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41
47	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95
48	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52
49	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14
50	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79
51	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48
52	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22
53	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00
53a	\$60.21	\$61.71	\$63.26	\$64.84	\$66.46	\$68.12	\$69.82	\$71.57	\$73.36	\$75.19
54	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83
55	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70
56	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61
57	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58
58	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59
59	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66
60	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78
61	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95
62	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17
63	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45
64	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78
65	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18
66	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63
67	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15
68	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73
69	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73	\$108.37
70	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73	\$108.37	\$111.08

Range #	FY 19-20 Bi-Weekly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$1,295	\$1,327	\$1,361	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617
2	\$1,327	\$1,361	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658
3	\$1,361	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699
4	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742
5	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785
6	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830
7	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876
8	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922
9	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970
10	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020
11	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070
12	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122
13	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175
14	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229
15	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285
16	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342
17	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401
18	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461
19	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522
20	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585
21	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650
22	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716
23	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784
23a	\$2,296	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868
24	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854
24a	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939
25	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925
25a	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013
26	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998
26a	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088
27	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073
27a	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165
28	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150
28a	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245
29	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229
29a	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245	\$3,326
30	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310
31	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392
32	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477
32a	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581
33	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564
34	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653
35	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744
36	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838
37	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934
38	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032
39	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133
40	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237
41	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342
42	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451
43	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562
44	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676
45	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793
46	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913
47	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036
48	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162
49	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291
50	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423
51	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559
52	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698
53	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840
53a	\$4,817	\$4,937	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015
54	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986
55	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136
56	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289
57	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446
58	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608
59	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773
60	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942
61	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116
62	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294
63	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476
64	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663
65	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854
66	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051
67	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252
68	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458
69	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458	\$8,670
70	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458	\$8,670	\$8,886

Range #	FY 19-20 Monthly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$2,806	\$2,876	\$2,948	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504
2	\$2,876	\$2,948	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592
3	\$2,948	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681
4	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774
5	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868
6	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965
7	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064
8	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165
9	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269
10	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376
11	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486
12	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598
13	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713
14	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830
15	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951
16	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075
17	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202
18	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332
19	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465
20	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602
21	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742
22	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885
23	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033
23a	\$4,975	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213
24	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183
24a	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369
25	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338
25a	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528
26	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496
26a	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691
27	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659
27a	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859
28	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825
28a	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030
29	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996
29a	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206
30	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171
31	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350
32	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534
32a	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,571	\$7,760
33	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722
34	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915
35	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113
36	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316
37	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524
38	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737
39	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955
40	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179
41	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409
42	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644
43	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885
44	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132
45	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385
46	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645
47	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911
48	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184
49	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464
50	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750
51	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044
52	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345
53	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654
53a	\$10,436	\$10,697	\$10,964	\$11,239	\$11,519	\$11,807	\$12,103	\$12,405	\$12,715	\$13,033
54	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970
55	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294
56	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627
57	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967
58	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316
59	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674
60	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041
61	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417
62	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803
63	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198
64	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603
65	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018
66	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443
67	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879
68	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326
69	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326	\$18,784
70	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326	\$18,784	\$19,254

Range #	FY 20-21 Hourly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$16.59	\$17.01	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72
2	\$17.01	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24
3	\$17.43	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77
4	\$17.87	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31
5	\$18.31	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87
6	\$18.77	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44
7	\$19.24	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03
8	\$19.72	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63
9	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25
10	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88
11	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52
12	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19
13	\$22.31	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87
14	\$22.87	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56
15	\$23.44	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28
16	\$24.03	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01
17	\$24.63	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76
18	\$25.25	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53
19	\$25.88	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32
20	\$26.52	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13
21	\$27.19	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95
22	\$27.87	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80
23	\$28.56	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67
23a	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74
24	\$29.28	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56
24a	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66
25	\$30.01	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48
25a	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60
26	\$30.76	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42
26a	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57
27	\$31.53	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38
27a	\$32.48	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56
28	\$32.32	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36
28a	\$33.29	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57
29	\$33.13	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37
29a	\$34.12	\$34.97	\$35.85	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61
30	\$33.95	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40
31	\$34.80	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46
32	\$35.67	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55
32a	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.68	\$44.77	\$45.89
33	\$36.56	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66
34	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81
35	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98
36	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18
37	\$40.36	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41
38	\$41.37	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67
39	\$42.40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96
40	\$43.46	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28
41	\$44.55	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64
42	\$45.66	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03
43	\$46.81	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45
44	\$47.98	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92
45	\$49.18	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41
46	\$50.41	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95
47	\$51.67	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52
48	\$52.96	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14
49	\$54.28	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79
50	\$55.64	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48
51	\$57.03	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22
52	\$58.45	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00
53	\$59.92	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83
53a	\$61.71	\$63.26	\$64.84	\$66.46	\$68.12	\$69.82	\$71.57	\$73.36	\$75.19	\$77.07
54	\$61.41	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70
55	\$62.95	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61
56	\$64.52	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58
57	\$66.14	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59
58	\$67.79	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66
59	\$69.48	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78
60	\$71.22	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95
61	\$73.00	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17
62	\$74.83	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45
63	\$76.70	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78
64	\$78.61	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18
65	\$80.58	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63
66	\$82.59	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15
67	\$84.66	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73
68	\$86.78	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73	\$108.37
69	\$88.95	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73	\$108.37	\$111.08
70	\$91.17	\$93.45	\$95.78	\$98.18	\$100.63	\$103.15	\$105.73	\$108.37	\$111.08	\$113.86

Range #	FY 20-21 Bi-Weekly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$1,327	\$1,361	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658
2	\$1,361	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699
3	\$1,395	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742
4	\$1,429	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785
5	\$1,465	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830
6	\$1,502	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876
7	\$1,539	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922
8	\$1,578	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970
9	\$1,617	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020
10	\$1,658	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070
11	\$1,699	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122
12	\$1,742	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175
13	\$1,785	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229
14	\$1,830	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285
15	\$1,876	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342
16	\$1,922	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401
17	\$1,970	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461
18	\$2,020	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522
19	\$2,070	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585
20	\$2,122	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650
21	\$2,175	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716
22	\$2,229	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784
23	\$2,285	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854
23a	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939
24	\$2,342	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925
24a	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013
25	\$2,401	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998
25a	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088
26	\$2,461	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073
26a	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165
27	\$2,522	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150
27a	\$2,598	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245
28	\$2,585	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229
28a	\$2,663	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245	\$3,326
29	\$2,650	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310
29a	\$2,730	\$2,798	\$2,868	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245	\$3,326	\$3,409
30	\$2,716	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392
31	\$2,784	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477
32	\$2,854	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564
32a	\$2,939	\$3,013	\$3,088	\$3,165	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671
33	\$2,925	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653
34	\$2,998	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744
35	\$3,073	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838
36	\$3,150	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934
37	\$3,229	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032
38	\$3,310	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133
39	\$3,392	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237
40	\$3,477	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342
41	\$3,564	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451
42	\$3,653	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562
43	\$3,744	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676
44	\$3,838	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793
45	\$3,934	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913
46	\$4,032	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036
47	\$4,133	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162
48	\$4,237	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291
49	\$4,342	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423
50	\$4,451	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559
51	\$4,562	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698
52	\$4,676	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840
53	\$4,793	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986
53a	\$4,937	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166
54	\$4,913	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136
55	\$5,036	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289
56	\$5,162	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446
57	\$5,291	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608
58	\$5,423	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773
59	\$5,559	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942
60	\$5,698	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116
61	\$5,840	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294
62	\$5,986	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476
63	\$6,136	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663
64	\$6,289	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854
65	\$6,446	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051
66	\$6,608	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252
67	\$6,773	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458
68	\$6,942	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458	\$8,670
69	\$7,116	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458	\$8,670	\$8,886
70	\$7,294	\$7,476	\$7,663	\$7,854	\$8,051	\$8,252	\$8,458	\$8,670	\$8,886	\$9,109

Range #	FY 20-21 Monthly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$2,876	\$2,948	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592
2	\$2,948	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681
3	\$3,022	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774
4	\$3,097	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868
5	\$3,175	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965
6	\$3,254	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064
7	\$3,335	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165
8	\$3,419	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269
9	\$3,504	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376
10	\$3,592	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486
11	\$3,681	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598
12	\$3,774	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713
13	\$3,868	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830
14	\$3,965	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951
15	\$4,064	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075
16	\$4,165	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202
17	\$4,269	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332
18	\$4,376	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465
19	\$4,486	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602
20	\$4,598	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742
21	\$4,713	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885
22	\$4,830	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033
23	\$4,951	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183
23a	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369
24	\$5,075	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338
24a	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528
25	\$5,202	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496
25a	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691
26	\$5,332	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659
26a	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859
27	\$5,465	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825
27a	\$5,629	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030
28	\$5,602	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996
28a	\$5,770	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206
29	\$5,742	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171
29a	\$5,914	\$6,062	\$6,213	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386
30	\$5,885	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350
31	\$6,033	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534
32	\$6,183	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722
32a	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,571	\$7,760	\$7,954
33	\$6,338	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915
34	\$6,496	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113
35	\$6,659	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316
36	\$6,825	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524
37	\$6,996	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737
38	\$7,171	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955
39	\$7,350	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179
40	\$7,534	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409
41	\$7,722	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644
42	\$7,915	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885
43	\$8,113	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132
44	\$8,316	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385
45	\$8,524	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645
46	\$8,737	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911
47	\$8,955	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184
48	\$9,179	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464
49	\$9,409	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750
50	\$9,644	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044
51	\$9,885	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345
52	\$10,132	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654
53	\$10,385	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970
53a	\$10,697	\$10,964	\$11,239	\$11,519	\$11,807	\$12,103	\$12,405	\$12,715	\$13,033	\$13,359
54	\$10,645	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294
55	\$10,911	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627
56	\$11,184	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967
57	\$11,464	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316
58	\$11,750	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674
59	\$12,044	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041
60	\$12,345	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417
61	\$12,654	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803
62	\$12,970	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198
63	\$13,294	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603
64	\$13,627	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018
65	\$13,967	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443
66	\$14,316	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879
67	\$14,674	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326
68	\$15,041	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326	\$18,784
69	\$15,417	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326	\$18,784	\$19,254
70	\$15,803	\$16,198	\$16,603	\$17,018	\$17,443	\$17,879	\$18,326	\$18,784	\$19,254	\$19,735

Range #	FY 21-22 Hourly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$17.09	\$17.52	\$17.95	\$18.41	\$18.86	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34
2	\$17.52	\$17.95	\$18.41	\$18.86	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88
3	\$17.95	\$18.41	\$18.86	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42
4	\$18.41	\$18.86	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98
5	\$18.86	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56
6	\$19.33	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14
7	\$19.82	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75
8	\$20.31	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37
9	\$20.83	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01
10	\$21.34	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66
11	\$21.88	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32
12	\$22.42	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01
13	\$22.98	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71
14	\$23.56	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42
15	\$24.14	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16
16	\$24.75	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91
17	\$25.37	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68
18	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48
19	\$26.66	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29
20	\$27.32	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12
21	\$28.01	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97
22	\$28.71	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84
23	\$29.42	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74
23a	\$30.30	\$31.06	\$31.84	\$32.63	\$33.45	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84
24	\$30.16	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66
24a	\$31.06	\$31.84	\$32.63	\$33.45	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79
25	\$30.91	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60
25a	\$31.84	\$32.63	\$33.45	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79	\$39.76
26	\$31.68	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57
26a	\$32.63	\$33.45	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79	\$39.76	\$40.76
27	\$32.48	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56
27a	\$33.45	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79	\$39.76	\$40.76	\$41.78
28	\$33.29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57
28a	\$34.29	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79	\$39.76	\$40.76	\$41.78	\$42.82
29	\$34.12	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61
29a	\$35.14	\$36.02	\$36.93	\$37.84	\$38.79	\$39.76	\$40.76	\$41.78	\$42.82	\$43.89
30	\$34.97	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67
31	\$35.84	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76
32	\$36.74	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89
32a	\$37.84	\$38.79	\$39.76	\$40.76	\$41.78	\$42.82	\$43.89	\$44.99	\$46.11	\$47.27
33	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03
34	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21
35	\$39.57	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42
36	\$40.56	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66
37	\$41.57	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92
38	\$42.61	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22
39	\$43.67	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55
40	\$44.76	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91
41	\$45.89	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31
42	\$47.03	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74
43	\$48.21	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20
44	\$49.42	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72
45	\$50.66	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25
46	\$51.92	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84
47	\$53.22	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46
48	\$54.55	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12
49	\$55.91	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82
50	\$57.31	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56
51	\$58.74	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36
52	\$60.20	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19
53	\$61.72	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07
53a	\$63.56	\$65.16	\$66.79	\$68.45	\$70.16	\$71.91	\$73.72	\$75.56	\$77.45	\$79.38
54	\$63.25	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00
55	\$64.84	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97
56	\$66.46	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00
57	\$68.12	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07
58	\$69.82	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20
59	\$71.56	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38
60	\$73.36	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62
61	\$75.19	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91
62	\$77.07	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25
63	\$79.00	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65
64	\$80.97	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13
65	\$83.00	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65
66	\$85.07	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65	\$106.24
67	\$87.20	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65	\$106.24	\$108.90
68	\$89.38	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65	\$106.24	\$108.90	\$111.62
69	\$91.62	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65	\$106.24	\$108.90	\$111.62	\$114.41
70	\$93.91	\$96.25	\$98.65	\$101.13	\$103.65	\$106.24	\$108.90	\$111.62	\$114.41	\$117.28

Range #	FY 21-22 Bi-Weekly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$1,367	\$1,401	\$1,436	\$1,473	\$1,509	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707
2	\$1,401	\$1,436	\$1,473	\$1,509	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750
3	\$1,436	\$1,473	\$1,509	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794
4	\$1,473	\$1,509	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839
5	\$1,509	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885
6	\$1,546	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931
7	\$1,586	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980
8	\$1,625	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030
9	\$1,666	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081
10	\$1,707	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133
11	\$1,750	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186
12	\$1,794	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241
13	\$1,839	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297
14	\$1,885	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354
15	\$1,931	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413
16	\$1,980	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473
17	\$2,030	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535
18	\$2,081	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598
19	\$2,133	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663
20	\$2,186	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730
21	\$2,241	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798
22	\$2,297	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867
23	\$2,354	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939
23a	\$2,424	\$2,485	\$2,547	\$2,611	\$2,676	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027
24	\$2,413	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013
24a	\$2,485	\$2,547	\$2,611	\$2,676	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103
25	\$2,473	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088
25a	\$2,547	\$2,611	\$2,676	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103	\$3,181
26	\$2,535	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166
26a	\$2,611	\$2,676	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103	\$3,181	\$3,260
27	\$2,598	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245
27a	\$2,676	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103	\$3,181	\$3,260	\$3,342
28	\$2,663	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326
28a	\$2,743	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103	\$3,181	\$3,260	\$3,342	\$3,426
29	\$2,730	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409
29a	\$2,811	\$2,882	\$2,954	\$3,027	\$3,103	\$3,181	\$3,260	\$3,342	\$3,426	\$3,511
30	\$2,798	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494
31	\$2,867	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581
32	\$2,939	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671
32a	\$3,027	\$3,103	\$3,181	\$3,260	\$3,342	\$3,426	\$3,511	\$3,599	\$3,689	\$3,782
33	\$3,013	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763
34	\$3,088	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857
35	\$3,166	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953
36	\$3,245	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053
37	\$3,326	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153
38	\$3,409	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257
39	\$3,494	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364
40	\$3,581	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473
41	\$3,671	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585
42	\$3,763	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699
43	\$3,857	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816
44	\$3,953	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938
45	\$4,053	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060
46	\$4,153	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187
47	\$4,257	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317
48	\$4,364	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450
49	\$4,473	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586
50	\$4,585	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725
51	\$4,699	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869
52	\$4,816	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015
53	\$4,938	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166
53a	\$5,085	\$5,213	\$5,343	\$5,476	\$5,613	\$5,753	\$5,897	\$6,045	\$6,196	\$6,351
54	\$5,060	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320
55	\$5,187	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478
56	\$5,317	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640
57	\$5,450	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806
58	\$5,586	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976
59	\$5,725	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150
60	\$5,869	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330
61	\$6,015	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513
62	\$6,166	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700
63	\$6,320	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892
64	\$6,478	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090
65	\$6,640	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292
66	\$6,806	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292	\$8,500
67	\$6,976	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292	\$8,500	\$8,712
68	\$7,150	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292	\$8,500	\$8,712	\$8,930
69	\$7,330	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292	\$8,500	\$8,712	\$8,930	\$9,153
70	\$7,513	\$7,700	\$7,892	\$8,090	\$8,292	\$8,500	\$8,712	\$8,930	\$9,153	\$9,382

Range #	FY 21-22 Monthly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$2,962	\$3,036	\$3,111	\$3,191	\$3,270	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699
2	\$3,036	\$3,111	\$3,191	\$3,270	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792
3	\$3,111	\$3,191	\$3,270	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887
4	\$3,191	\$3,270	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984
5	\$3,270	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084
6	\$3,351	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184
7	\$3,435	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290
8	\$3,521	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398
9	\$3,611	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508
10	\$3,699	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621
11	\$3,792	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736
12	\$3,887	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855
13	\$3,984	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976
14	\$4,084	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100
15	\$4,184	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227
16	\$4,290	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358
17	\$4,398	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492
18	\$4,508	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629
19	\$4,621	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770
20	\$4,736	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914
21	\$4,855	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062
22	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212
23	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369
23a	\$5,253	\$5,384	\$5,519	\$5,657	\$5,798	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559
24	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528
24a	\$5,384	\$5,519	\$5,657	\$5,798	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724
25	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691
25a	\$5,519	\$5,657	\$5,798	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724	\$6,892
26	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859
26a	\$5,657	\$5,798	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724	\$6,892	\$7,064
27	\$5,629	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030
27a	\$5,798	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724	\$6,892	\$7,064	\$7,242
28	\$5,770	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206
28a	\$5,943	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724	\$6,892	\$7,064	\$7,242	\$7,422
29	\$5,914	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386
29a	\$6,092	\$6,244	\$6,401	\$6,559	\$6,724	\$6,892	\$7,064	\$7,242	\$7,422	\$7,608
30	\$6,062	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569
31	\$6,212	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758
32	\$6,369	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954
32a	\$6,559	\$6,724	\$6,892	\$7,064	\$7,242	\$7,422	\$7,608	\$7,798	\$7,993	\$8,193
33	\$6,528	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153
34	\$6,691	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357
35	\$6,859	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565
36	\$7,030	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781
37	\$7,206	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999
38	\$7,386	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224
39	\$7,569	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455
40	\$7,758	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691
41	\$7,954	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933
42	\$8,153	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182
43	\$8,357	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435
44	\$8,565	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698
45	\$8,781	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963
46	\$8,999	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239
47	\$9,224	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520
48	\$9,455	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808
49	\$9,691	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103
50	\$9,933	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404
51	\$10,182	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715
52	\$10,435	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033
53	\$10,698	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359
53a	\$11,017	\$11,294	\$11,577	\$11,865	\$12,162	\$12,464	\$12,777	\$13,097	\$13,424	\$13,760
54	\$10,963	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693
55	\$11,239	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035
56	\$11,520	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386
57	\$11,808	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746
58	\$12,103	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115
59	\$12,404	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493
60	\$12,715	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881
61	\$13,033	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278
62	\$13,359	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684
63	\$13,693	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099
64	\$14,035	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529
65	\$14,386	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967
66	\$14,746	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967	\$18,416
67	\$15,115	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967	\$18,416	\$18,876
68	\$15,493	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967	\$18,416	\$18,876	\$19,348
69	\$15,881	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967	\$18,416	\$18,876	\$19,348	\$19,832
70	\$16,278	\$16,684	\$17,099	\$17,529	\$17,967	\$18,416	\$18,876	\$19,348	\$19,832	\$20,329

M E M O

TO: Board of Directors
FROM: Fiscal Policy and Insurance (FP&I) Committee
DATE: January 24, 2022
SUBJECT: Additional Legal Damages and Interest Payment received from the San Diego County Water Authority (SDCWA)

Purpose

Discuss the use of additional funds received from SDCWA related to legal damages and interest payments they received from the Metropolitan Water District (MWD).

Summary

SDCWA has number of rate cases filed against MWD. The part of the rate case from 2011 – 2014 was settled relative to Water Stewardship Rate (WSR) charges on water SDCWA received from the Imperial Irrigation District (IID) in early 2021. The delivery of the IID water from the Colorado River was established as part of the Quantification Settlement Agreement (QSA). The courts determined that the WSR should not have been charged on these deliveries. The first distribution to the District was \$909,412.67. SDCWA has reached settlement with MWD on the WSR charges on the IID water for the years 2015-2017. The settlement results in the District receiving a second distribution of \$625,250.63. This brings the total refund distribution amount to \$1,534,663.30.

In April 2021, per the Board's request, the Committee met and reviewed three different potential uses of the funds. The Committee's primary goal was to maximize the short and long term benefits of the funds to District rate payers. The three options considered were:

1. Reduce CY 2023 rate and charge increase
2. Enhance District Reserves – Adding to water reserve levels
3. Reduce loan amount for the Santa Margarita Conjunctive Use Project (SMCUP).

At that time, the Committee recommended and the Board selected Option 3. After reviewing the options again, the Committee is recommending that the Board select Option 3 for the second refund check. This will reduce the loan amount by \$1,534,663.30.

Recommended Action

Approve the Committee's recommendation and use the additional funds to reduce the loan amount for the Santa Margarita Conjunctive Use Project.

MEMO

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: January 24, 2022
SUBJECT: Annual Review of Directors' Per Diem Compensation

Purpose

To perform the annual review of Directors' per diem compensation as prescribed by Article 2.12 of the Administrative Code.

Summary

Members of the Fallbrook Public Utility District Governing Board receive compensation of One Hundred Fifteen Dollars and Seventy-Six Cents per day (\$115.76) for each day's attendance at meetings, as more fully described in Sections 2.12, 12.17, and 12.17.1 of the Administrative Code. In addition, Article 2.12 prescribes that per diem compensation shall be reviewed each January at a Board meeting.

If the Board determines to change the amount of Directors' per diem compensation, a Public Hearing must be noticed to receive public comment prior to any action taken. Any changes to compensation shall require approval by the Board at an open meeting held at least 60 days prior to the effective date of the Ordinance making the change and cannot exceed five (5) percent per each calendar year following the operative date of the last adjustment.

The following is a table of per diem compensation paid by several other agencies:

DISTRICT	PER DIEM
Valley Center Municipal Water District	\$100.00
Padre Dam Municipal Water District	\$145.00
Santa Fe Irrigation District	\$150.00
Rainbow Municipal Water District	\$150.00
San Diego County Water Authority	\$150.00
Helix Water District	\$225.00

Recommendation

Staff supports Board direction.

1. **MWD Issues**

SDCWA and MWD developed an agreement for MWD to purchase 4,200 AFY of water stored by SDCWA in the Semitropic groundwater bank for \$893 per AF. This agreement is an example of MWD and SDCWA working together to help make best use of available water supplies and SDCWA monetizing water supplies they do not need to help offset their water supply costs.

MWD has temporarily determined to charge the Water Stewardship Rate on supply costs only. This was an option promoted by SDCWA and avoids the rate on QSA supplies.

There has been no open session discussions or updates on the remaining on-going MWD and SDCWA litigation relative to wheeling QSA supplies.

2. **Long Range Financial Plan**

SDCWA produced the financial model for the member agencies that was a condition of the approval of the Long Range Financial Plan. The remaining items that need to be addressed per the Board adopted resolution are:

- A. Preparation of a 5 year financial projection starting in Fiscal Year 2023 (June 2022).
- B. Conduct third party reviews of the cost of service study, rate design and CIP planning and prioritization.
- C. Identify transfer opportunities for its contracted water supplies.
- D. Provide a plan for reviewing its expenditures and resources with the goal of mitigating rate increases.

E. Key Upcoming Issues

Some key issues for the upcoming year include:

- Drought messaging and implementation of any additional mandatory drought restrictions by the state depending on the rainfall in the remainder of the winter.
- Fully understanding the use of consultants and lobbyist within San Diego County.
- Evaluating options to mitigate the SDCWA high rate forecast and more fully estimating a realistic potential low end demand projection.
- Getting an update on the next phase of the regional conveyance study that was approved by the Board and developing a plan to fund millions in additional project work if the project continues to be pursued.

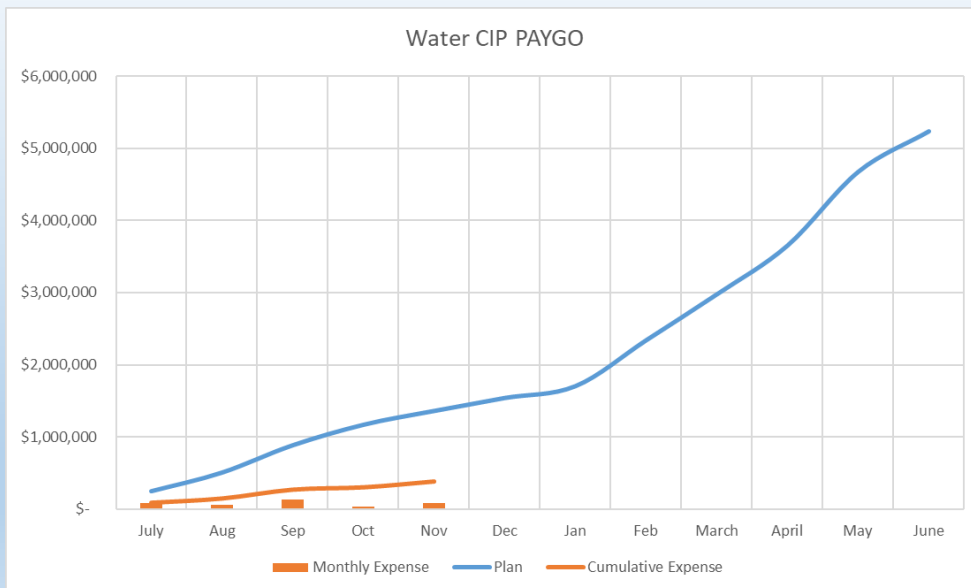


Fallbrook Public Utility District

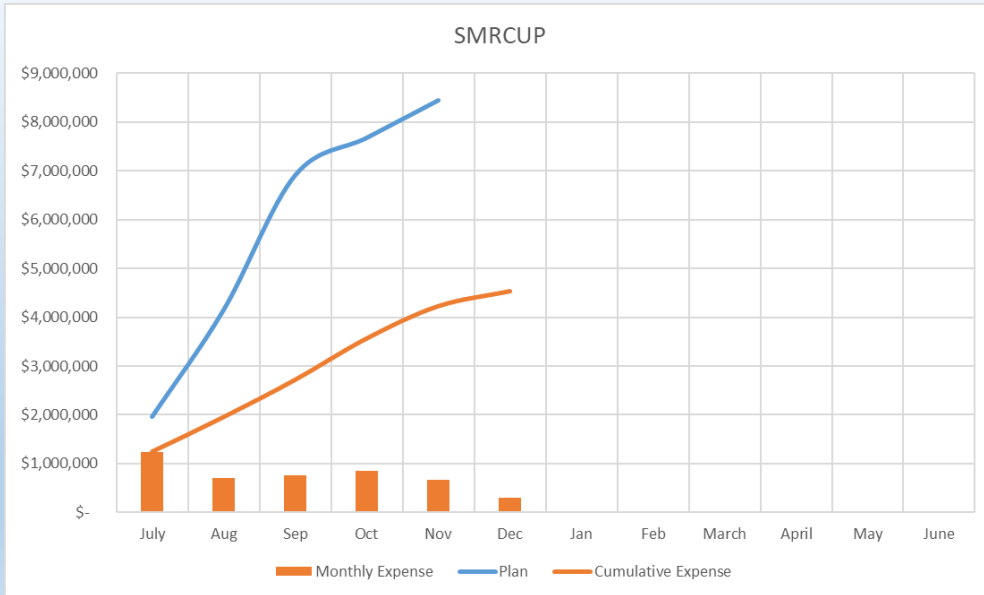
Engineering and Operations FY22

Board Meeting Jan 2022

Water PAYGO CIP FY22

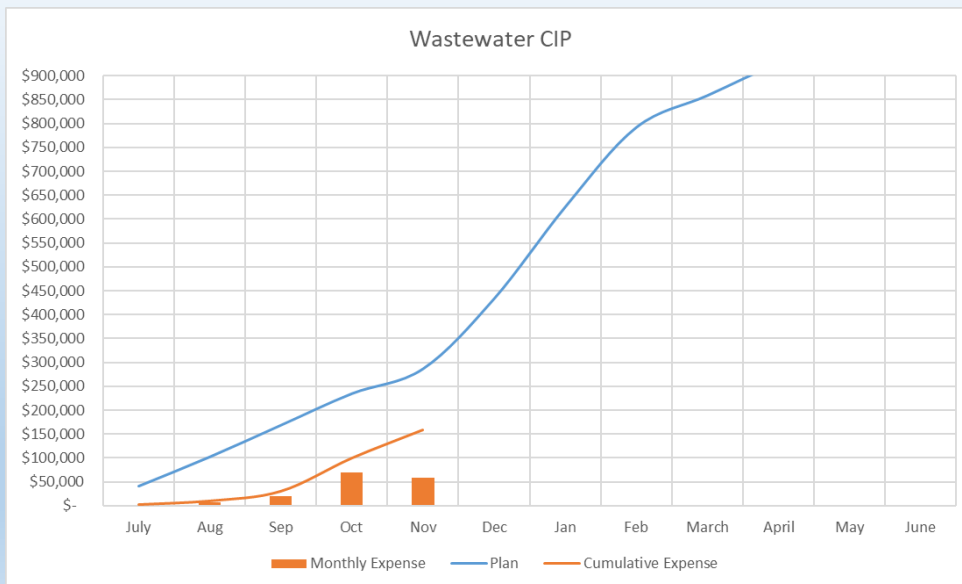


Water SMRCUP CIP FY22



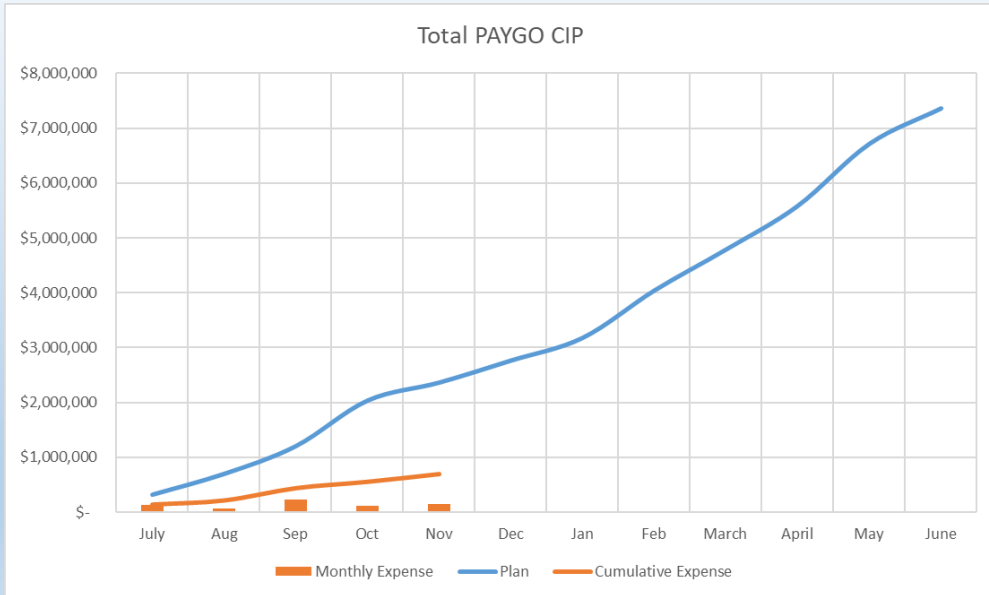
3

Wastewater System CIP FY22



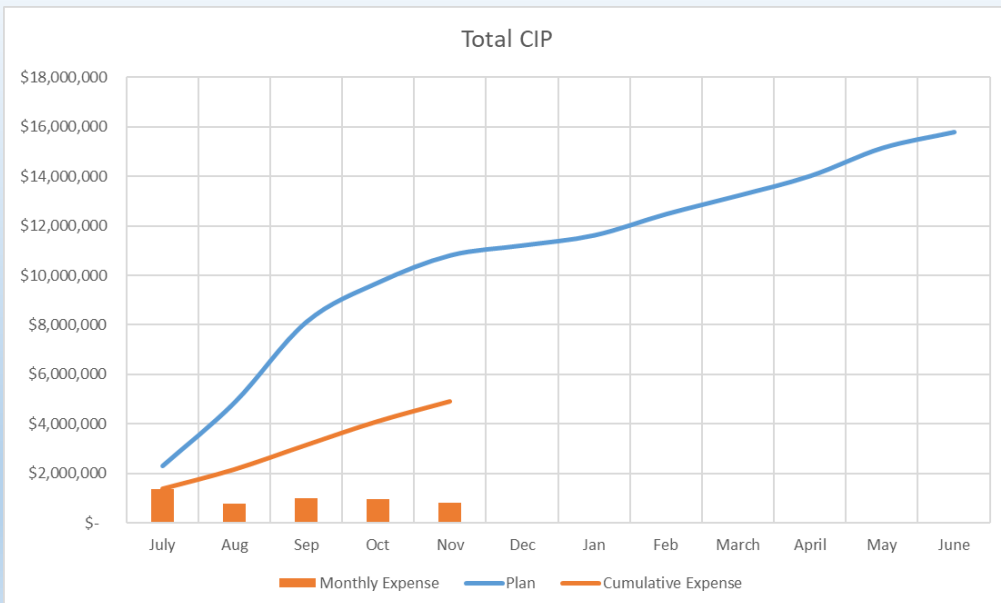
4

Total PAYGO CIP FY22



5

Total CIP FY22



6

Wastewater Treatment

Reclamation Plant

Recycled Water

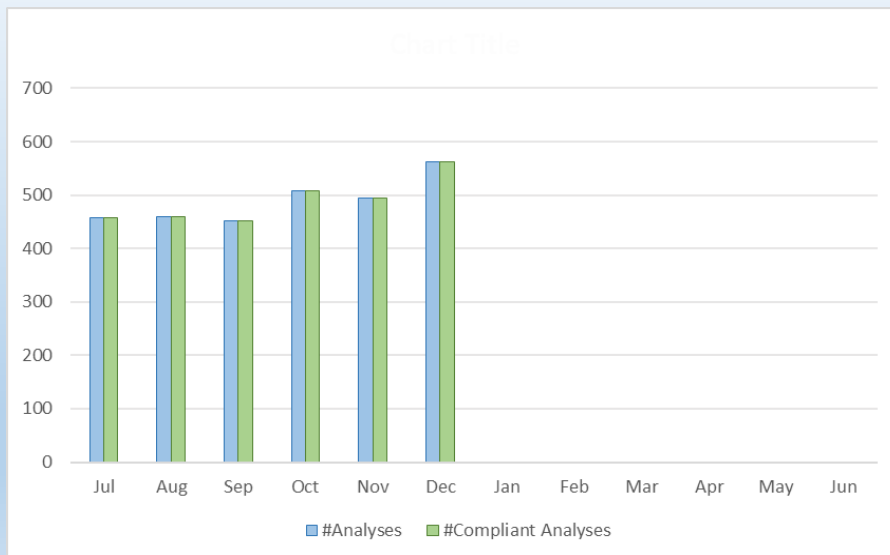
- Wastewater System Violations
- Reclamation Plant PMs Completed
- Energy Cost per MG
- Recycled Water – Time Out of Service

7

Wastewater Treatment System Regulatory Compliance

**SRWQCB
Compliance:**
NPDES
WDR
GO Permits

**Analyses
performed:**
Daily
Monthly
Quarterly
Semi-annually
Annually

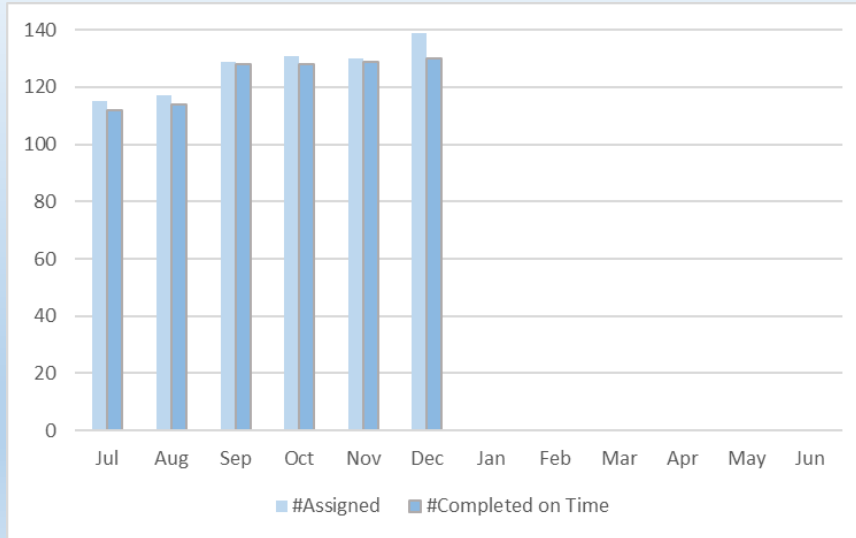


8

Reclamation Plant – Preventative Maintenance Work Orders

Equipment Service/Inspection

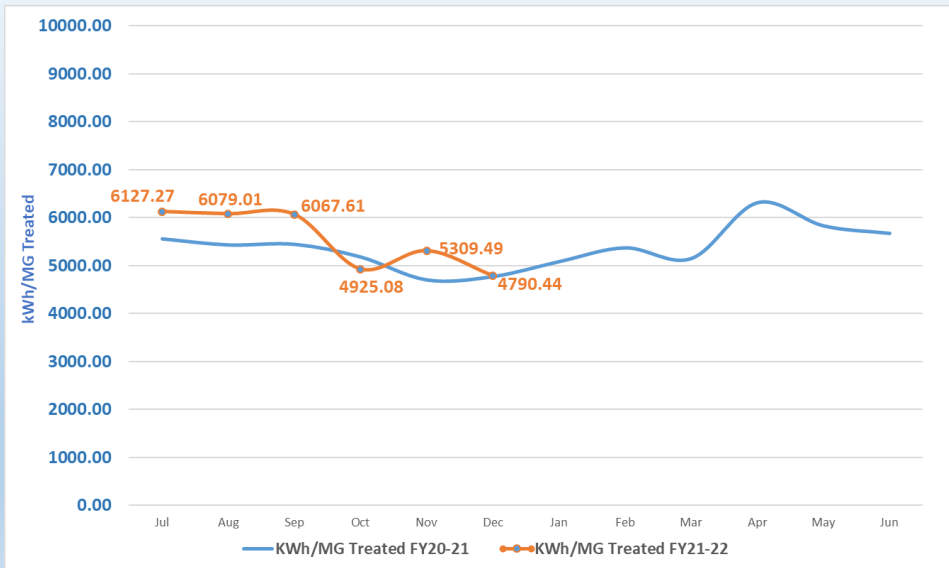
Site Maintenance



9

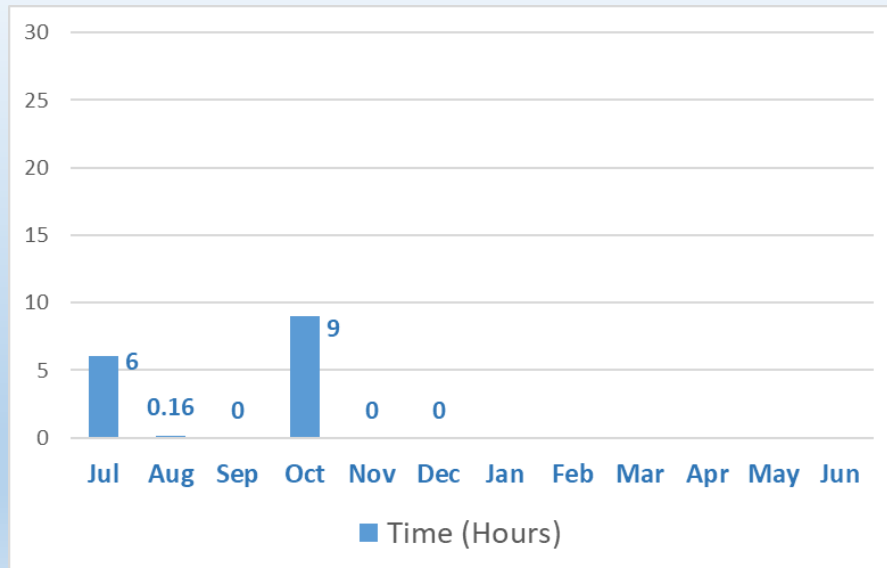
Formula =
$$\frac{\text{Total Plant Energy Demand}}{\text{MG Treated Flow}}$$

Reclamation Plant – Energy Usage (KWh/MG Treated)



10

Recycled Water – Time out of Service (Hours)



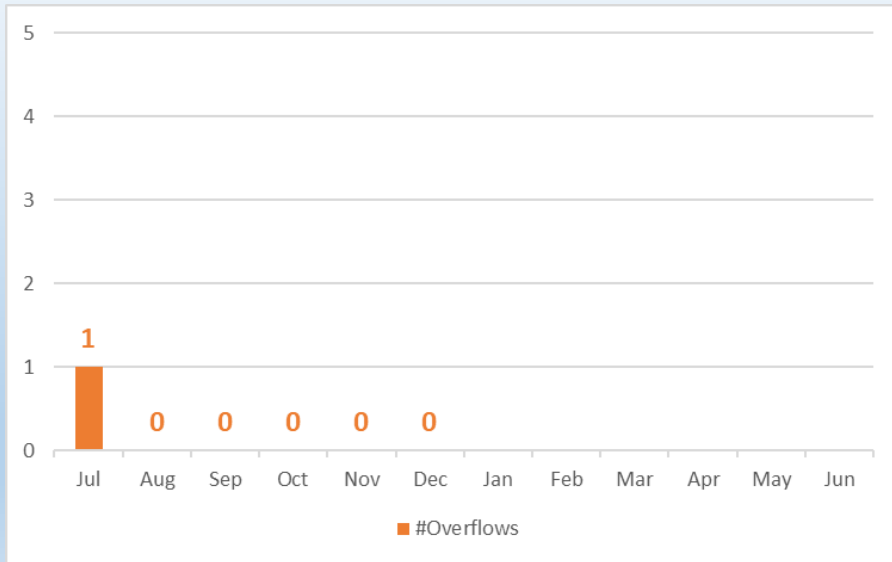
11

Wastewater Collections

Total Wastewater Spilled
Non-Recovered Wastewater Spilled
Odor Complaints

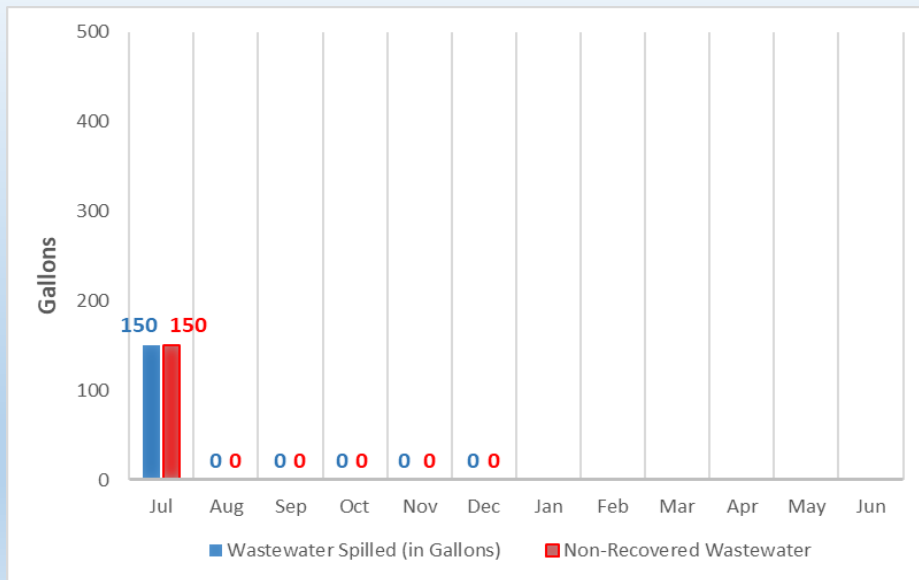
12

Wastewater Collections Sewer Overflows



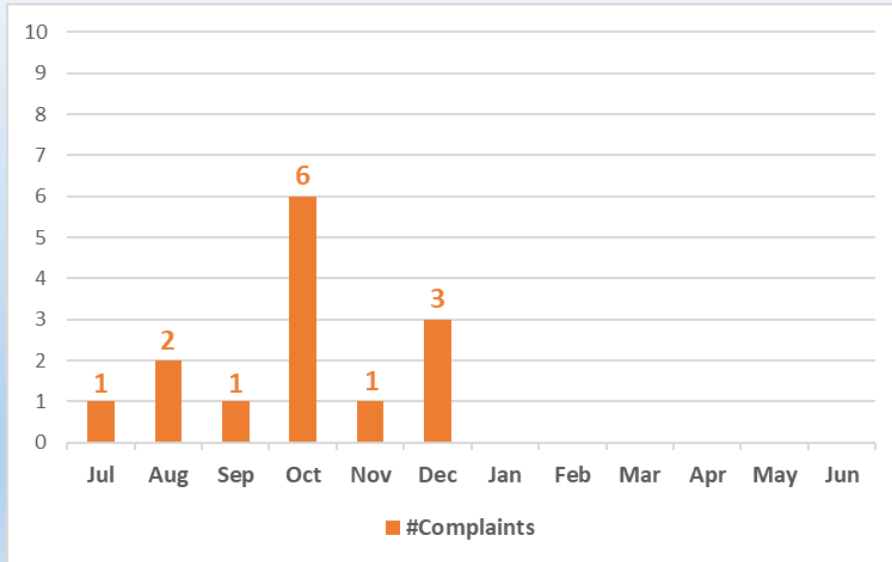
13

Wastewater Collections Wastewater Spilled



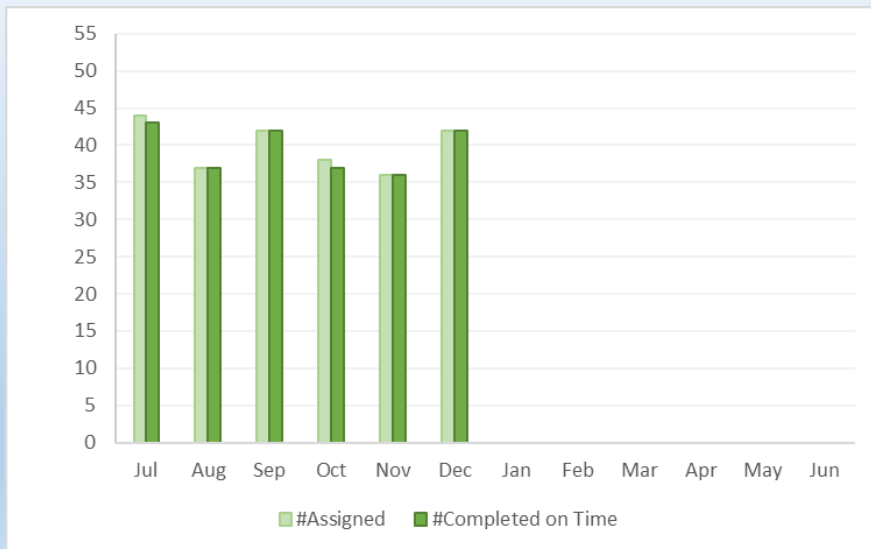
14

Reclamation Plant & Wastewater Collections Odor Complaints



15

Wastewater Collections – Preventative Maintenance Work Orders



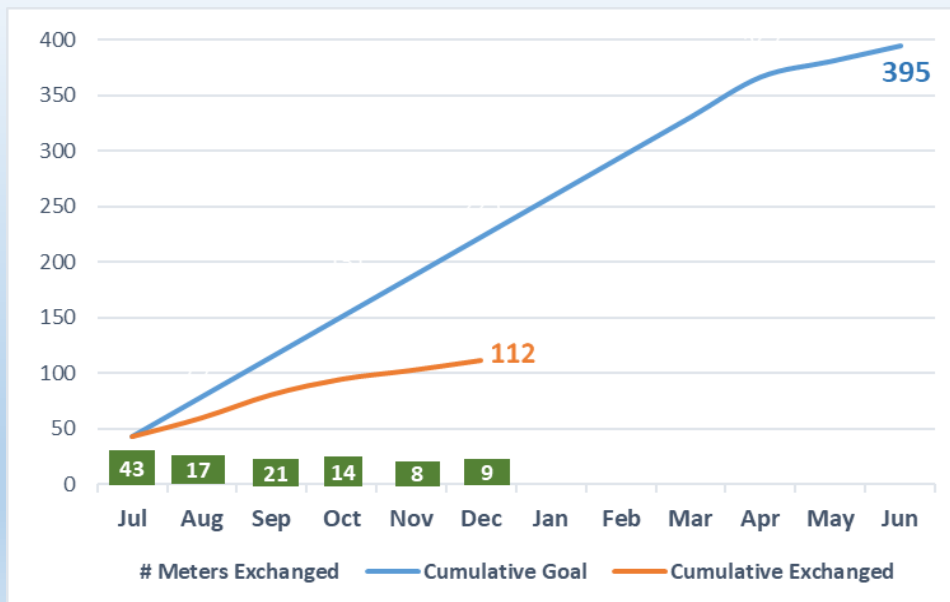
16

Meter Services

Meter Exchange Program

17

Meter Exchange



18

112

Water Operations

Regulatory Compliance

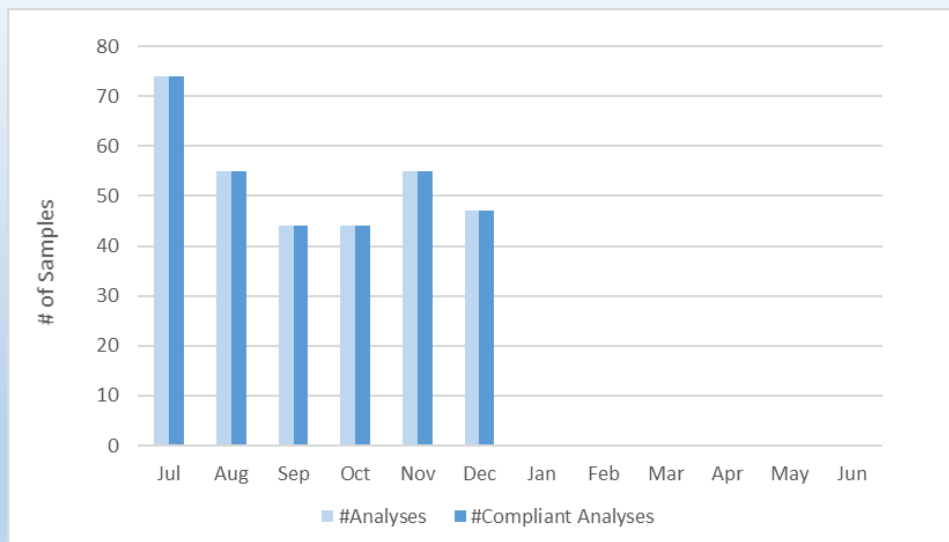
Valve Exercising Program

Preventative Maintenance Work Orders

19

Water System Regulatory Compliance

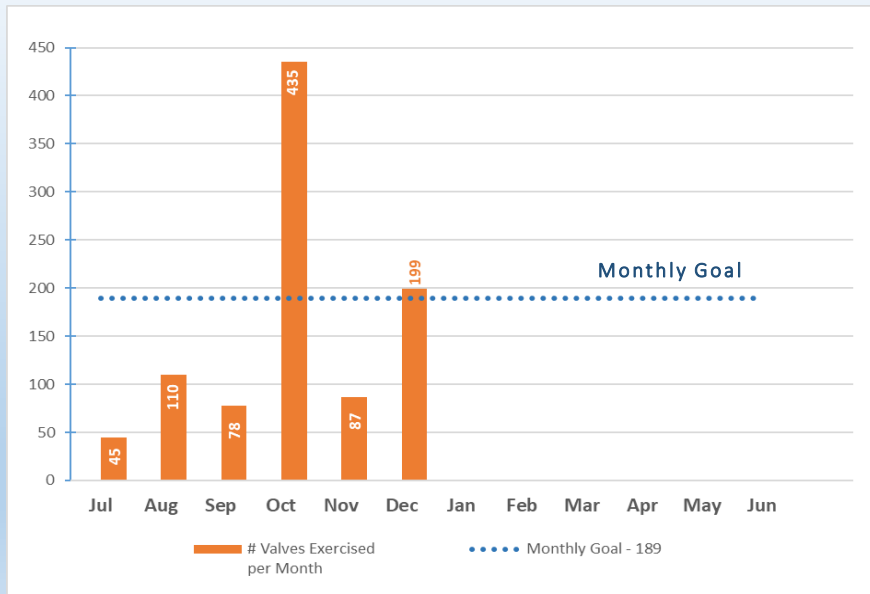
- UV Plant Operation
- Routine Sampling



20

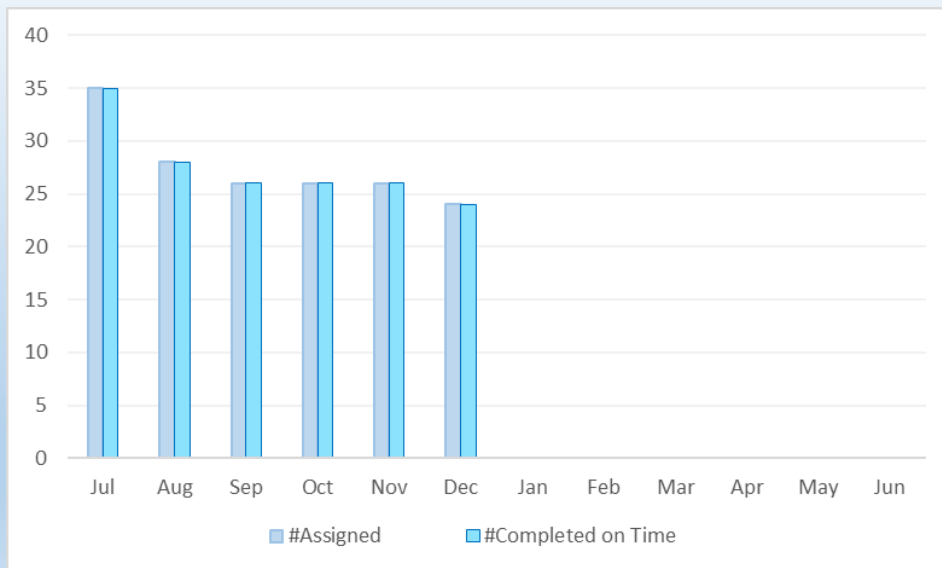
Main Line Valve Exercise Program

- Improve reliability
- Reduce impact of planned and emergency shutdowns



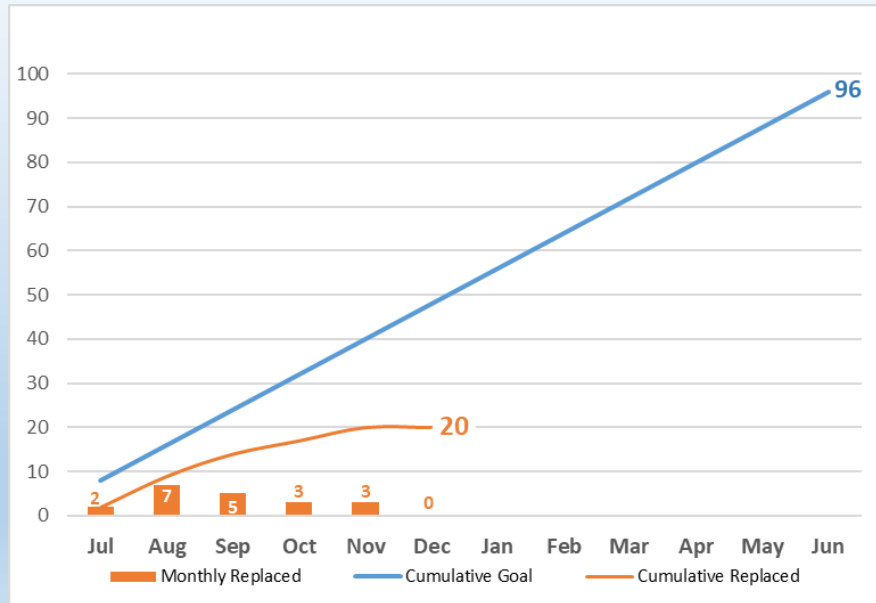
21

Water Preventative Maintenance Work Orders



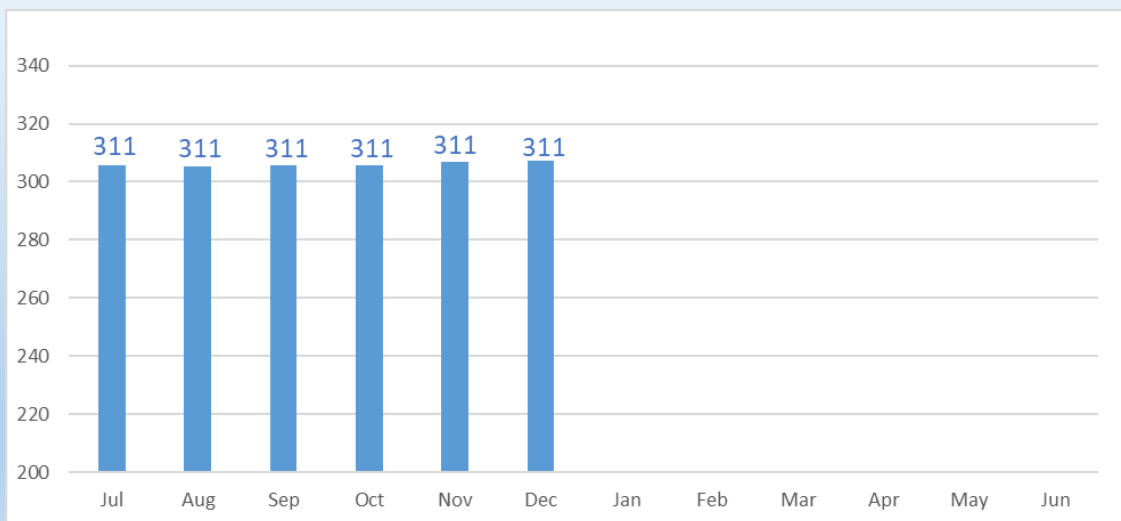
22

Main Line Valves Replaced



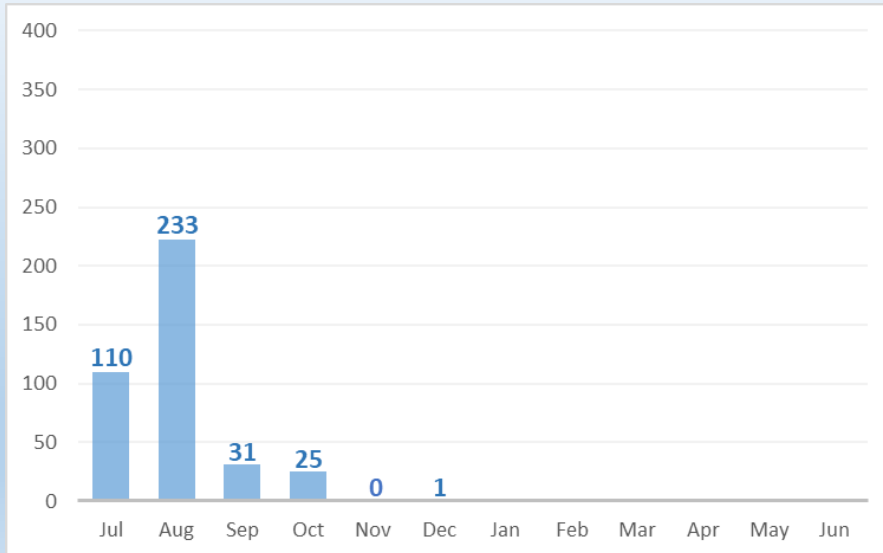
23

Rolling Total Broken Valves (4" and above)



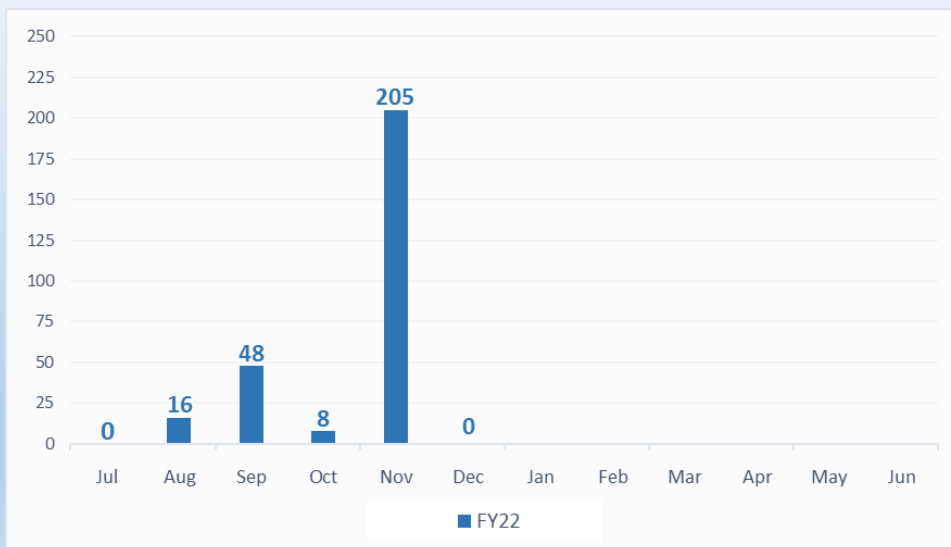
24

Planned Water Outages > 4 Hours # of Customers Affected



25

Unplanned Water Outages > 4 Hours # of Customers Affected



26

M E M O

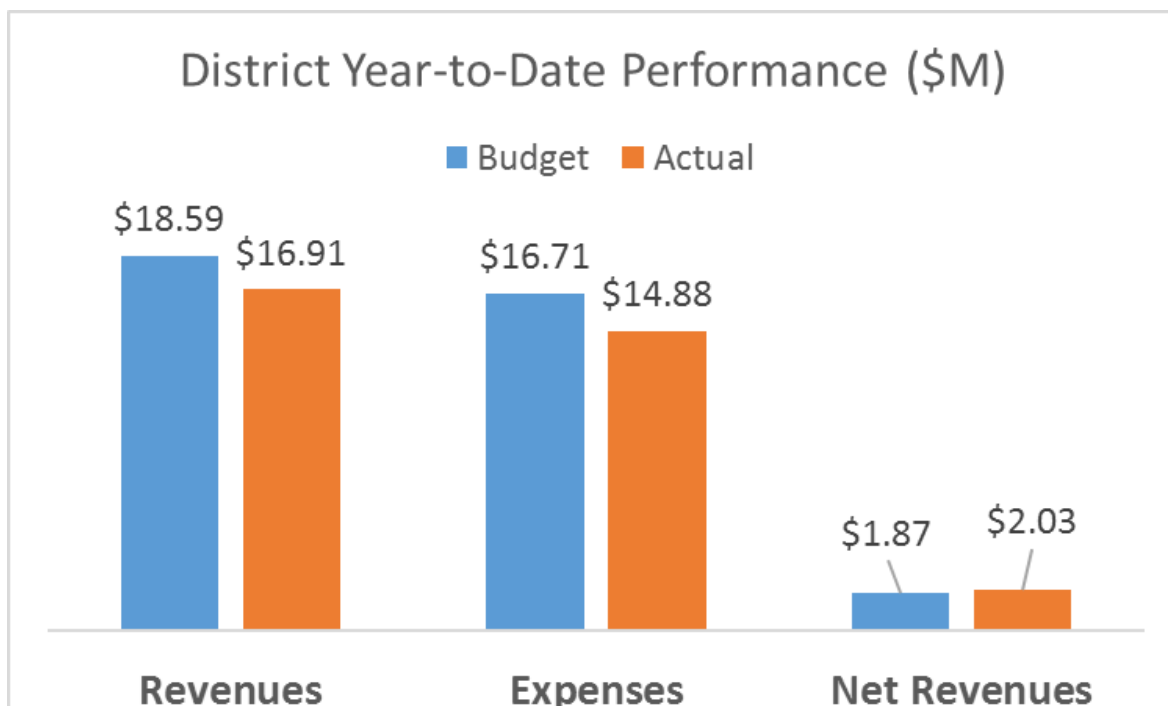
TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Financial Summary Report – November

Purpose

Provide an overview of changes in the District's financial position.

Summary

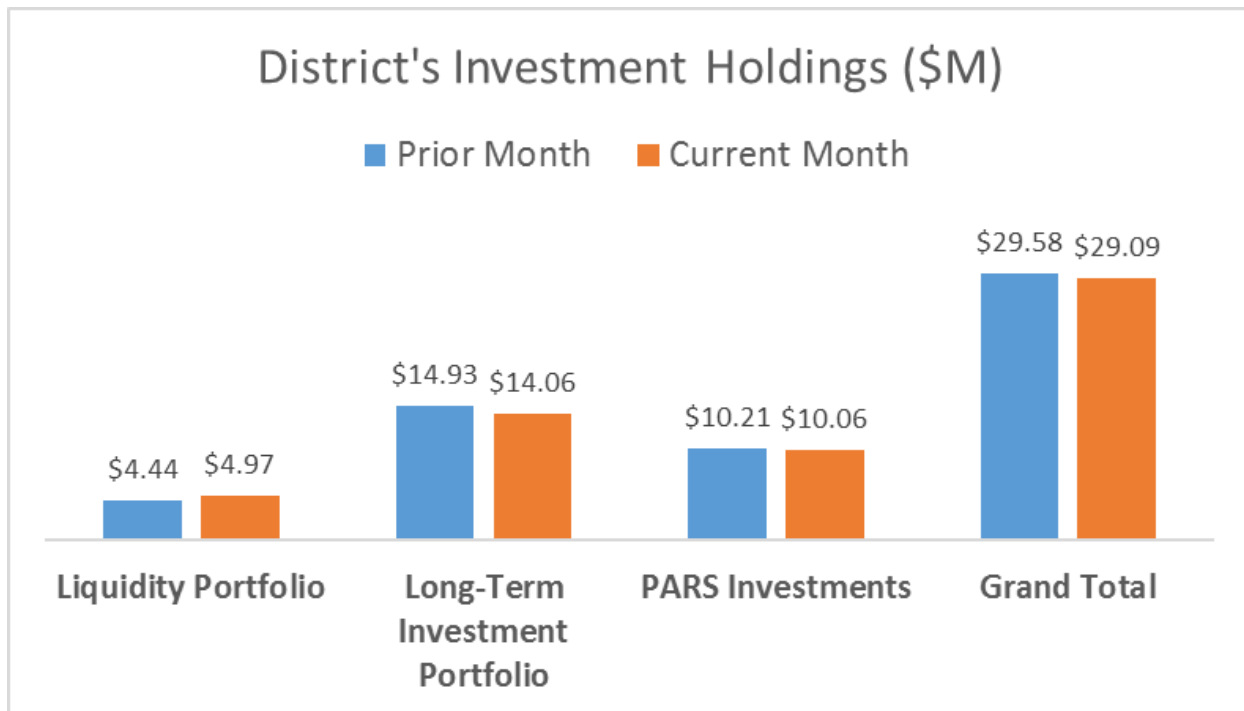
The graph below shows the District's year-to-date Revenues, Expenditures and Net revenues.



Revenues and expenditures continue to diverge from the Budget levels. These trends offset each other and net revenues continues to be better than budgeted. Non-operating revenues are slightly over budget driven by the receipt of the second refund check issued by the San Diego County Water Authority (SDCWA). The refund check is a result of a lawsuit won by SDCWA that against the Metropolitan Water District. These one-time funds are offsetting a lag in property tax revenues and are keeping the District on track with its non-operating budget levels. With PayGo CIP expected to ramp up this spring, net revenues are expected to trend towards budget levels. Water

sales are expected to continue to trend under budgeted levels. Given the water supply outlook, it seems sales will either be constrained by a wet weather or demand restrictions due to a worsening water supply outlook. Staff are carefully tracking the District's financial position. After adjusting for expected State reimbursement, Net Revenue is trending better than Budget largely due to CIP underspending.

The graph below shows the District's bank holdings reported in the Treasurer's Report at the end of the current and prior month.



Overall the District's financial holdings decreased this month. The decrease in Long-term Investments reflects \$0.8 million in payments made related to the District's Santa Margarita Conjunctive Use Project contractors. The District's PARS investments reflect recent market activity. Overall these investments continue to perform in line with the capital markets.

Recommended Action

This item is for discussion only. No action is required.

M E M O

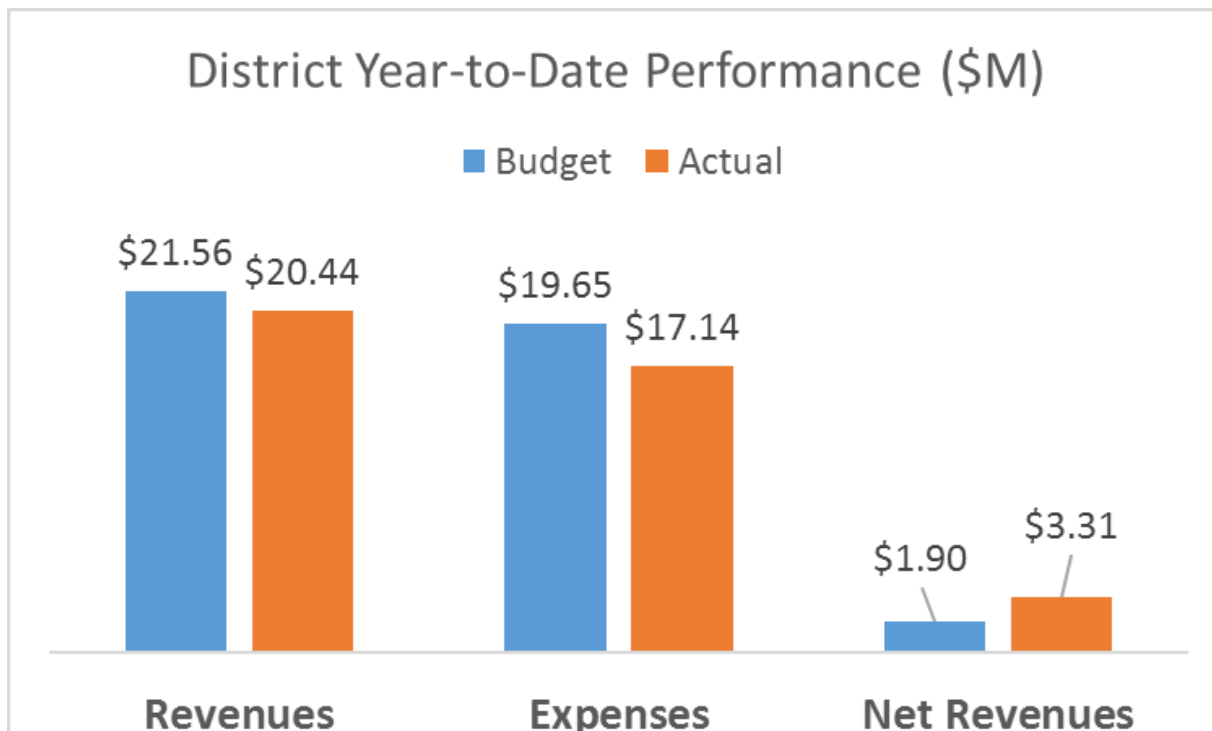
TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Financial Summary Report – December

Purpose

Provide an overview of changes in the District’s financial position.

Summary

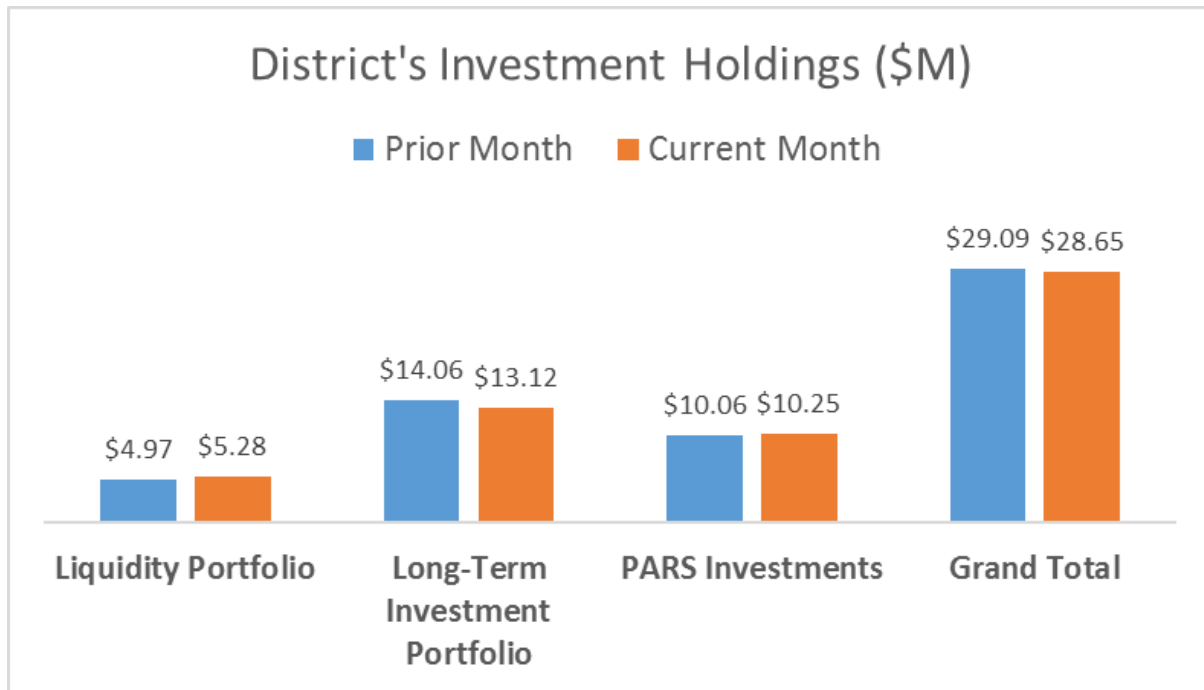
The graph below shows the District’s year-to-date Revenues, Expenditures and Net revenues.



Revenues and expenditures continue to diverge from the Budget levels. These trends offset each other and net revenues continues to be better than budgeted. Non-operating revenues are high than budget driven by the receipt of the second refund check issued by the San Diego County Water Authority (SDCWA). The refund check is a result of a lawsuit won by SDCWA that against the Metropolitan Water District. With PayGo CIP expected to ramp up this spring, net revenues are expected to trend towards budget levels. Water sales are expected to continue to trend under budgeted levels. Given the water supply outlook, it seems sales will either be constrained by a

wet weather (hopefully) or demand restrictions due to a worsening water supply outlook. Staff are carefully tracking the District’s financial position. After adjusting for expected State reimbursement, Net Revenue is trending better than Budget largely due to CIP underspending.

The graph below shows the District’s bank holdings reported in the Treasurer’s Report at the end of the current and prior month.



Overall the District’s financial holdings decreased this month. The decrease in Long-term Investments reflects \$0.9 million in payments made related to the District’s Santa Margarita Conjunctive Use Project contractors. The District’s PARS investments reflect recent market activity. Overall these investments continue to perform in line with the capital markets.

Recommended Action

This item is for discussion only. No action is required.

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2021
SUBJECT: Treasurer's Report

Purpose

Provide the November, 2021 Treasurer's Report. Confirm that the District's investment portfolio is in compliance with the Investment Policy and that the District is able to meet the expenditure requirements for the next 6-months.

Notes

The District paid \$0.8 million dollar to the contractor this month and did not receive any reimbursements from the State. With the SMCUP project nearing completion, expenditures have slowed down and account balances recovered. The District continues to carefully manage its working capital to ensure its ability to meet its financial commitments.

Summary

Treasurer's Report November 30, 2021

Account	Beginning Balance	Ending Balance
Operating Fund	\$ 5,000	\$ 5,000
Money Market	\$ 2,620,105	\$ 3,145,441
CAMP Account	\$ 1,815,678	\$ 1,815,754
<i>District's Liquidity Portfolio</i>	\$ 4,440,783	\$ 4,966,195
PFM Managed Long-term Investment Portfolio*	\$ 11,280,838	\$ 11,241,590
LAIF (Long-term Reserves)	\$ 3,648,606	\$ 2,821,606
PARS (OPEB & Pension Trust)**	\$ 10,210,862	\$ 10,061,330
<i>District Accounts Total</i>	\$ 29,581,089	\$ 29,090,721

*\$6.21M of funds are from the sale of the Santa Margarita properties.

**\$3.78M of funds are from the sale of the Santa Margarita Properties.



Dave Shank
January 24, 2022



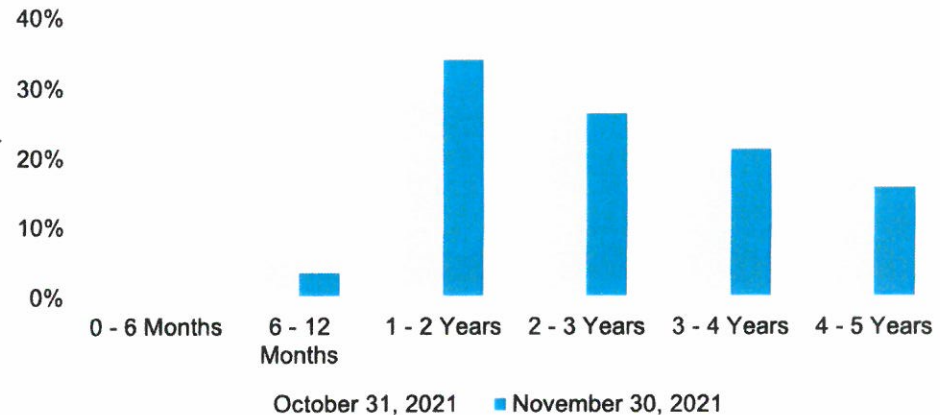
Fallbrook Public Utilities District - Holdings Summary

Security Type	October 31, 2021	November 30, 2021	Change (\$)	Change (%)
U.S. Treasury	\$8,483,757.88	\$8,463,810.96	(\$19,946.92)	-0.2%
Municipal	\$115,000.00	\$115,368.00	\$368.00	100.0%
Federal Agency CMO	\$103,290.59	\$102,941.02	(\$349.57)	-0.3%
Corporate Note	\$2,066,684.45	\$2,057,910.93	(\$8,773.52)	-0.4%
Asset-Backed Security	\$465,166.56	\$432,187.56	(\$32,979.00)	-7.1%
Securities Total	\$11,233,899.48	\$11,172,218.47	(\$61,681.01)	< 0.1%
Money Market Fund	\$46,938.08	\$69,371.30	\$22,433.22	47.8%
Total Investments	\$11,280,837.56	\$11,241,589.77	(\$39,247.79)	-0.3%

Summary

FY 21-22 Accrual Earnings	\$97,513.27
Yield to Maturity at Cost	1.33%
Weighted Average Maturity (Years)	2.65

Maturity Distribution



Security market values, excluding accrued interest, as on last day of month.



Account Statement - Transaction Summary

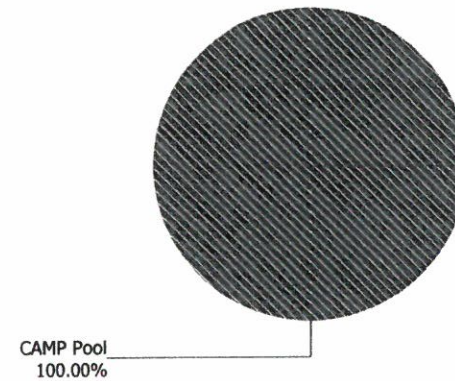
For the Month Ending November 30, 2021

Fallbrook Public Utility District - Liquidity - 6050-004

CAMP Pool	
Opening Market Value	1,815,678.24
Purchases	75.50
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,815,753.74
Cash Dividends and Income	75.50

Asset Summary		
	November 30, 2021	October 31, 2021
CAMP Pool	1,815,753.74	1,815,678.24
Total	\$1,815,753.74	\$1,815,678.24

Asset Allocation	
CAMP Pool	100.00%





Account Statement

For the Month Ending **November 30, 2021**

Fallbrook Public Utility District - Liquidity - 6050-004

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					1,815,678.24
11/30/21	12/01/21	Accrual Income Div Reinvestment - Distributions	1.00	75.50	1,815,753.74
Closing Balance					1,815,753.74

	Month of November	Fiscal YTD July-November		
Opening Balance	1,815,678.24	1,815,365.76	Closing Balance	1,815,753.74
Purchases	75.50	387.98	Average Monthly Balance	1,815,680.76
Redemptions (Excl. Checks)	0.00	0.00	Monthly Distribution Yield	0.05%
Check Disbursements	0.00	0.00		
Closing Balance	1,815,753.74	1,815,753.74		
Cash Dividends and Income	75.50	387.98		



Managed Account Security Transactions & Interest

For the Month Ending **November 30, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY											
	10/26/21	11/03/21	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	35,000.00	(34,995.23)	0.00	(34,995.23)			
	11/01/21	11/03/21	US TREASURY N/B NOTES DTD 10/31/2021 0.375% 10/31/2023	91282CDD0	310,000.00	(309,128.13)	(9.63)	(309,137.76)			
	11/16/21	11/24/21	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	35,000.00	(34,992.62)	0.00	(34,992.62)			
	11/18/21	11/30/21	COMET 2021-A3 A3 DTD 11/30/2021 1.040% 11/16/2026	14041NFY2	70,000.00	(69,990.35)	0.00	(69,990.35)			
Transaction Type Sub-Total					450,000.00	(449,106.33)	(9.63)	(449,115.96)			
INTEREST											
	11/01/21	11/01/21	PNC BANK NA CORP NOTES (CALLABLE) DTD 11/01/2019 2.200% 11/01/2024	693475AY1	100,000.00	0.00	1,100.00	1,100.00			
	11/01/21	11/01/21	MONEY MARKET FUND	MONEY0002	0.00	0.00	0.25	0.25			
	11/01/21	11/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	102,035.27	0.00	262.74	262.74			
	11/15/21	11/15/21	DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	120,000.00	0.00	189.00	189.00			
	11/15/21	11/15/21	MBALT 2019-B A3 DTD 11/20/2019 2.000% 10/17/2022	58769OAC5	26,434.92	0.00	44.06	44.06			
	11/15/21	11/15/21	JDOT 2019-B A3 DTD 07/24/2019 2.210% 12/15/2023	477870AC3	15,912.50	0.00	29.31	29.31			
	11/15/21	11/15/21	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	70,000.00	0.00	33.83	33.83			
	11/15/21	11/15/21	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	65,000.00	0.00	29.79	29.79			
	11/15/21	11/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	16,809.38	0.00	35.16	35.16			
	11/16/21	11/16/21	GM FINANCIAL SECURITIZED TERM DTD 07/24/2019 2.180% 04/16/2024	36257PAD0	25,422.62	0.00	46.18	46.18			
	11/16/21	11/16/21	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	30,000.00	0.00	14.17	14.17			



Managed Account Security Transactions & Interest

For the Month Ending **November 30, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	11/17/21	11/17/21	CATERPILLAR FINL SERVICE CORP NOTES DTD 05/17/2019 2.850% 05/17/2024	1491302V0	95,000.00	0.00	1,353.75	1,353.75			
	11/20/21	11/20/21	GMALT 2021-3 A4 DTD 08/18/2021 0.500% 07/21/2025	36262XAD6	25,000.00	0.00	10.42	10.42			
	11/21/21	11/21/21	HAROT 2019-2 A3 DTD 05/29/2019 2.520% 06/21/2023	43815MAC0	34,494.95	0.00	72.44	72.44			
	11/28/21	11/28/21	ASTRAZENECA FINANCE LLC (CALLABLE) CORP DTD 05/28/2021 1.200% 05/28/2026	04636NAA1	100,000.00	0.00	600.00	600.00			
	11/30/21	11/30/21	ABBOTT LABORATORIES CORP NOTES DTD 11/22/2016 3.400% 11/30/2023	002824BE9	135,000.00	0.00	2,295.00	2,295.00			
	11/30/21	11/30/21	US TREASURY NOTES DTD 11/30/2019 1.500% 11/30/2024	912828YV6	250,000.00	0.00	1,875.00	1,875.00			
	11/30/21	11/30/21	US TREASURY N/B NOTES DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	250,000.00	0.00	937.50	937.50			
Transaction Type Sub-Total					1,461,109.64	0.00	8,928.60	8,928.60			
PAYDOWNS											
	11/01/21	11/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	178.50	178.50	0.00	178.50	(1.52)	0.00	
	11/15/21	11/15/21	JDOT 2019-B A3 DTD 07/24/2019 2.210% 12/15/2023	477870AC3	1,824.37	1,824.37	0.00	1,824.37	0.39	0.00	
	11/15/21	11/15/21	MBALT 2019-B A3 DTD 11/20/2019 2.000% 10/17/2022	58769OAC5	5,373.61	5,373.61	0.00	5,373.61	0.85	0.00	
	11/15/21	11/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	1,889.24	1,889.24	0.00	1,889.24	0.38	0.00	
	11/16/21	11/16/21	GM FINANCIAL SECURITIZED TERM DTD 07/24/2019 2.180% 04/16/2024	36257PAD0	2,464.05	2,464.05	0.00	2,464.05	0.30	0.00	
	11/21/21	11/21/21	HAROT 2019-2 A3 DTD 05/29/2019 2.520% 06/21/2023	43815MAC0	3,835.19	3,835.19	0.00	3,835.19	0.14	0.00	
Transaction Type Sub-Total					15,564.96	15,564.96	0.00	15,564.96	0.54	0.00	



Managed Account Security Transactions & Interest

For the Month Ending **November 30, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
SELL										
11/01/21	11/03/21	US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	100,000.00	101,316.41	484.04	101,800.45	4,214.85	1,801.28	FIFO
11/01/21	11/03/21	US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	205,000.00	207,698.63	992.27	208,690.90	5,741.60	3,190.90	FIFO
11/15/21	11/17/21	DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	120,000.00	121,678.13	12.60	121,690.73	1,703.91	1,693.26	FIFO
11/17/21	11/23/21	US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	15,000.00	14,853.52	20.02	14,873.54	(106.64)	(111.40)	FIFO
Transaction Type Sub-Total				440,000.00	445,546.69	1,508.93	447,055.62	11,553.72	6,574.04	
Managed Account Sub-Total					12,005.32	10,427.90	22,433.22	11,554.26	6,574.04	
Total Security Transactions					\$12,005.32	\$10,427.90	\$22,433.22	\$11,554.26	\$6,574.04	

FALLBROOK PUBLIC UTILITY DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
11/1/2021 to 11/30/2021

David Shank
Assistant General Manager/CFO
Fallbrook Public Utility District
990 East Mission Road
Fallbrook, CA 92028

Account Summary

Source	Balance as of 11/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 11/30/2021
OPEB	\$1,283,135.87	\$0.00	-\$18,214.23	\$576.49	\$0.00	\$0.00	\$1,264,345.15
PENSION	\$8,927,726.26	\$0.00	-\$126,729.90	\$4,011.07	\$0.00	\$0.00	\$8,796,985.29
Totals	\$10,210,862.13	\$0.00	-\$144,944.13	\$4,587.56	\$0.00	\$0.00	\$10,061,330.44

Investment Selection

Source	
OPEB	Moderate HighMark PLUS
PENSION	Moderate HighMark PLUS

Investment Objective

Source	
OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.
PENSION	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-1.42%	-1.57%	10.24%	10.88%	-	-	2/16/2017
PENSION	-1.42%	-1.57%	10.24%	10.81%	-	-	2/16/2017

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

California State Treasurer *Fiona Ma, CPA*



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

December 14, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

FALLBROOK PUBLIC UTILITY DISTRICT

TREASURER
P.O. BOX 2290
FALLBROOK, CA 92088

[Tran Type Definitions](#)

Account Number: 85-37-001

November 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
11/10/2021	11/8/2021	RW	1690131	N/A	DAVID SHANK	-827,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,648,606.37
Total Withdrawal:	-827,000.00	Ending Balance:	2,821,606.37

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Treasurer's Report

Purpose

Provide the December, 2021 Treasurer's Report. Confirm that the District's investment portfolio is in compliance with the Investment Policy and that the District is able to meet the expenditure requirements for the next 6-months.

Notes

The District paid \$0.9 million dollar to the contractor this month and did not receive any reimbursements from the State. With the SMCUP project nearing completion, expenditures have slowed down and account balances recovered. The District continues to carefully manage its working capital to ensure its ability to meet its financial commitments.

Summary

Treasurer's Report December 31, 2021

Account	Beginning Balance	Ending Balance
Operating Fund	\$ 5,000	\$ 5,000
Money Market	\$ 3,145,441	\$ 3,461,194
CAMP Account	\$ 1,815,754	\$ 1,815,831
<i>District's Liquidity Portfolio</i>	\$ 4,966,195	\$ 5,282,025
PFM Managed Long-term Investment Portfolio*	\$ 11,241,590	\$ 11,216,085
LAIF (Long-term Reserves)	\$ 2,821,606	\$ 1,900,606
PARS (OPEB & Pension Trust)**	\$ 10,061,330	\$ 10,252,644
<i>District Accounts Total</i>	\$ 29,090,721	\$ 28,651,360

*\$6.21M of funds are from the sale of the Santa Margarita properties.

**\$3.78M of funds are from the sale of the Santa Margarita Properties.



Dave Shank
January 24, 2022



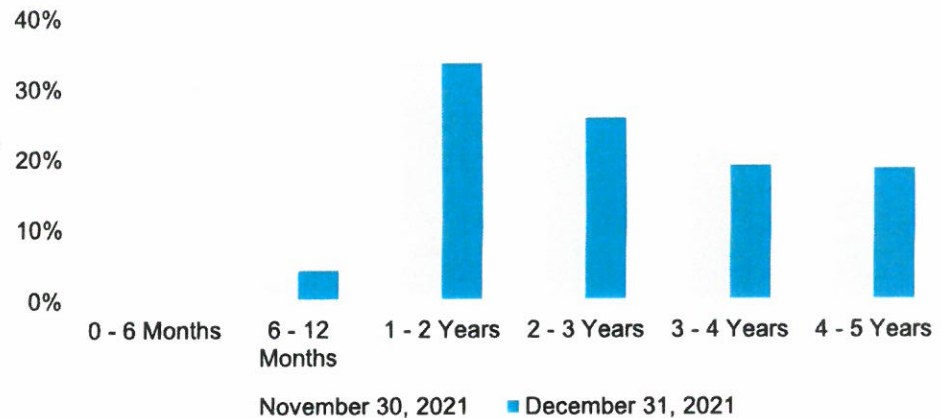
Fallbrook Public Utilities District - Holdings Summary

Security Type	November 30, 2021	December 31, 2021	Change (\$)	Change (%)
U.S. Treasury	\$8,463,810.96	\$8,486,370.25	\$22,559.29	0.3%
Municipal	\$115,368.00	\$114,887.30	(\$480.70)	100.0%
Federal Agency CMO	\$102,941.02	\$94,877.45	(\$8,063.57)	-7.8%
Corporate Note	\$2,057,910.93	\$2,052,760.91	(\$5,150.02)	-0.3%
Asset-Backed Security	\$432,187.56	\$416,215.89	(\$15,971.67)	-3.7%
Securities Total	\$11,172,218.47	\$11,165,111.80	(\$7,106.67)	< 0.1%
Money Market Fund	\$69,371.30	\$50,973.26	(\$18,398.04)	-26.5%
Total Investments	\$11,241,589.77	\$11,216,085.06	(\$25,504.71)	-0.2%

Summary

FY 21-22 Accrual Earnings	\$110,664.02
Yield to Maturity at Cost	1.33%
Weighted Average Maturity (Years)	2.67

Maturity Distribution



Security market values, excluding accrued interest, as on last day of month.



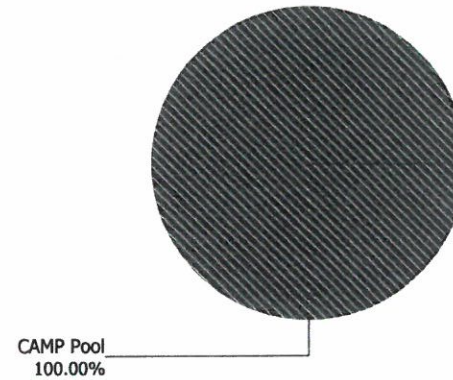
Account Statement - Transaction Summary

For the Month Ending **December 31, 2021**

Fallbrook Public Utility District - Liquidity - 6050-004

CAMP Pool	
Opening Market Value	1,815,753.74
Purchases	77.61
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,815,831.35
Cash Dividends and Income	77.61

Asset Summary		
	December 31, 2021	November 30, 2021
CAMP Pool	1,815,831.35	1,815,753.74
Total	\$1,815,831.35	\$1,815,753.74
Asset Allocation		





Account Statement

For the Month Ending **December 31, 2021**

Fallbrook Public Utility District - Liquidity - 6050-004

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					1,815,753.74
12/31/21	01/03/22	Accrual Income Div Reinvestment - Distributions	1.00	77.61	1,815,831.35
Closing Balance					1,815,831.35

	Month of December	Fiscal YTD July-December		
Opening Balance	1,815,753.74	1,815,365.76	Closing Balance	1,815,831.35
Purchases	77.61	465.59	Average Monthly Balance	1,815,756.24
Redemptions (Excl. Checks)	0.00	0.00	Monthly Distribution Yield	0.05%
Check Disbursements	0.00	0.00		
Closing Balance	1,815,831.35	1,815,831.35		
Cash Dividends and Income	77.61	465.59		

Managed Account Security Transactions & Interest

For the Month Ending **December 31, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY											
	12/02/21	12/03/21	US TREASURY N/B NOTES DTD 11/30/2021 1.250% 11/30/2026	91282CDK4	300,000.00	(301,066.41)	(30.91)	(301,097.32)			
Transaction Type Sub-Total					300,000.00	(301,066.41)	(30.91)	(301,097.32)			
INTEREST											
	12/01/21	12/01/21	MONEY MARKET FUND	MONEY0002	0.00	0.00	0.62	0.62			
	12/01/21	12/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	101,856.77	0.00	262.28	262.28			
	12/07/21	12/07/21	JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 06/10/2021 0.450% 06/07/2024	24422EVO9	20,000.00	0.00	44.25	44.25			
	12/15/21	12/15/21	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	35,000.00	0.00	33.08	33.08			
	12/15/21	12/15/21	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	65,000.00	0.00	29.79	29.79			
	12/15/21	12/15/21	MBALT 2019-B A3 DTD 11/20/2019 2.000% 10/17/2022	58769OACS	21,061.31	0.00	35.10	35.10			
	12/15/21	12/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	14,920.14	0.00	31.21	31.21			
	12/15/21	12/15/21	JDOT 2019-B A3 DTD 07/24/2019 2.210% 12/15/2023	477870AC3	14,088.13	0.00	25.95	25.95			
	12/15/21	12/15/21	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	70,000.00	0.00	33.83	33.83			
	12/16/21	12/16/21	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	30,000.00	0.00	17.00	17.00			
	12/16/21	12/16/21	GM FINANCIAL SECURITIZED TERM DTD 07/24/2019 2.180% 04/16/2024	36257PAD0	22,958.57	0.00	41.71	41.71			
	12/18/21	12/18/21	TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 06/18/2021 1.125% 06/18/2026	89236TJK2	50,000.00	0.00	281.25	281.25			
	12/20/21	12/20/21	GMALT 2021-3 A4 DTD 08/18/2021 0.500% 07/21/2025	36262XAD6	25,000.00	0.00	10.42	10.42			
	12/21/21	12/21/21	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	35,000.00	0.00	23.10	23.10			

Managed Account Security Transactions & Interest

For the Month Ending **December 31, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	12/21/21	12/21/21	HAROT 2019-2 A3 DTD 05/29/2019 2.520% 06/21/2023	43815MAC0	30,659.76	0.00	64.39	64.39			
	12/27/21	12/29/21	AMERICAN HONDA FINANCE CORP NOTE DTD 06/27/2019 2.400% 06/27/2024	02665WCZ2	25,000.00	0.00	300.00	300.00			
	12/31/21	12/31/21	US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	200,000.00	0.00	2,125.00	2,125.00			
	12/31/21	12/31/21	US TREASURY N/B NOTES DTD 06/30/2021 0.125% 06/30/2023	91282CCK5	500,000.00	0.00	312.50	312.50			
	12/31/21	12/31/21	US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	100,000.00	0.00	1,000.00	1,000.00			
	12/31/21	12/31/21	US TREASURY N/B NOTES DTD 06/30/2021 0.875% 06/30/2026	91282CCJ8	95,000.00	0.00	415.63	415.63			
	12/31/21	12/31/21	US TREASURY NOTES DTD 01/03/2017 2.250% 12/31/2023	912828V23	300,000.00	0.00	3,375.00	3,375.00			
	12/31/21	12/31/21	US TREASURY NOTES DTD 06/30/2020 0.250% 06/30/2025	912828ZW3	250,000.00	0.00	312.50	312.50			
Transaction Type Sub-Total					2,005,544.68	0.00	8,774.61	8,774.61			
PAYDOWNS											
	12/01/21	12/01/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	7,795.05	7,795.05	0.00	7,795.05	(66.38)	0.00	
	12/15/21	12/15/21	MBALT 2019-B A3 DTD 11/20/2019 2.000% 10/17/2022	58769OAC5	6,324.44	6,324.44	0.00	6,324.44	1.01	0.00	
	12/15/21	12/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	1,834.32	1,834.32	0.00	1,834.32	0.37	0.00	
	12/15/21	12/15/21	JDOT 2019-B A3 DTD 07/24/2019 2.210% 12/15/2023	477870AC3	1,077.43	1,077.43	0.00	1,077.43	0.23	0.00	
	12/16/21	12/16/21	GM FINANCIAL SECURITIZED TERM DTD 07/24/2019 2.180% 04/16/2024	36257PAD0	2,330.91	2,330.91	0.00	2,330.91	0.28	0.00	
	12/21/21	12/21/21	HAROT 2019-2 A3 DTD 05/29/2019 2.520% 06/21/2023	43815MAC0	3,720.31	3,720.31	0.00	3,720.31	0.14	0.00	
Transaction Type Sub-Total					23,082.46	23,082.46	0.00	23,082.46	(64.35)	0.00	

Managed Account Security Transactions & Interest

For the Month Ending **December 31, 2021**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
SELL										
12/02/21	12/03/21	US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	75,000.00	75,952.15	230.77	76,182.92	2,323.24	1,186.77	FIFO
12/02/21	12/03/21	US TREASURY N/B NOTES DTD 07/31/2021 0.125% 07/31/2023	91282CCN9	150,000.00	149,068.36	63.69	149,132.05	(779.30)	(804.69)	FIFO
12/02/21	12/03/21	US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	25,000.00	25,317.38	76.92	25,394.30	1,217.77	481.73	FIFO
Transaction Type Sub-Total				250,000.00	250,337.89	371.38	250,709.27	2,761.71	863.81	
Managed Account Sub-Total					(27,646.06)	9,115.08	(18,530.98)	2,697.36	863.81	
Total Security Transactions					(\$27,646.06)	\$9,115.08	(\$18,530.98)	\$2,697.36	\$863.81	

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

January 12, 2022

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[PMIA Average Monthly Yields](#)

FALLBROOK PUBLIC UTILITY DISTRICT

TREASURER
 P.O. BOX 2290
 FALLBROOK, CA 92088

[Tran Type Definitions](#)

Account Number: 85-37-001

December 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
12/3/2021	12/2/2021	RW	1691362	N/A	DAVID SHANK	-83,000.00
12/9/2021	12/9/2021	RW	1691677	N/A	DAVID SHANK	-803,000.00
12/21/2021	12/21/2021	RW	1692313	N/A	DAVID SHANK	-35,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,821,606.37
Total Withdrawal:	-921,000.00	Ending Balance:	1,900,606.37

**FALLBROOK PUBLIC UTILITY DISTRICT
PARS Post-Employment Benefits Trust**

**Account Report for the Period
12/1/2021 to 12/31/2021**

David Shank
Assistant General Manager/CFO
Fallbrook Public Utility District
990 East Mission Road
Fallbrook, CA 92028

Account Summary

Source	Balance as of 12/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 12/31/2021
OPEB	\$1,264,345.15	\$0.00	\$24,620.42	\$579.22	\$0.00	\$0.00	\$1,288,386.35
PENSION	\$8,796,985.29	\$0.00	\$171,302.50	\$4,030.08	\$0.00	\$0.00	\$8,964,257.71
Totals	\$10,061,330.44	\$0.00	\$195,922.92	\$4,609.30	\$0.00	\$0.00	\$10,252,644.06

Investment Selection

Source

OPEB	Moderate HighMark PLUS
PENSION	Moderate HighMark PLUS

Investment Objective

Source

OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.
PENSION	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	1.95%	3.16%	9.34%	11.79%	-	-	2/16/2017
PENSION	1.95%	3.16%	9.34%	11.71%	-	-	2/16/2017

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Budget Status Report for Fiscal Year 2021-2022

Purpose

Provide a Budget Status Report (BSR) to the Board.

Summary

The BSR shows the District's financial performance compared to the budget for the month of November, Year-to-Date and the annual budgeted amount.

Total revenues year-to-date are under budget by 9%, which is largely due to the lower than projected water and wastewater operating revenues. Water sales remain below budget due to lower than budgeted water demands. The trend in lower than budgeted water sales continued this month resulting in a year to date water sales level that is 16% below budget. Staff expect that the supply situation and public awareness of the drought will continue to suppress demand. At this point, either wet weather or water restrictions will be driving winter water demands and either way water sales will likely be less than budgeted.

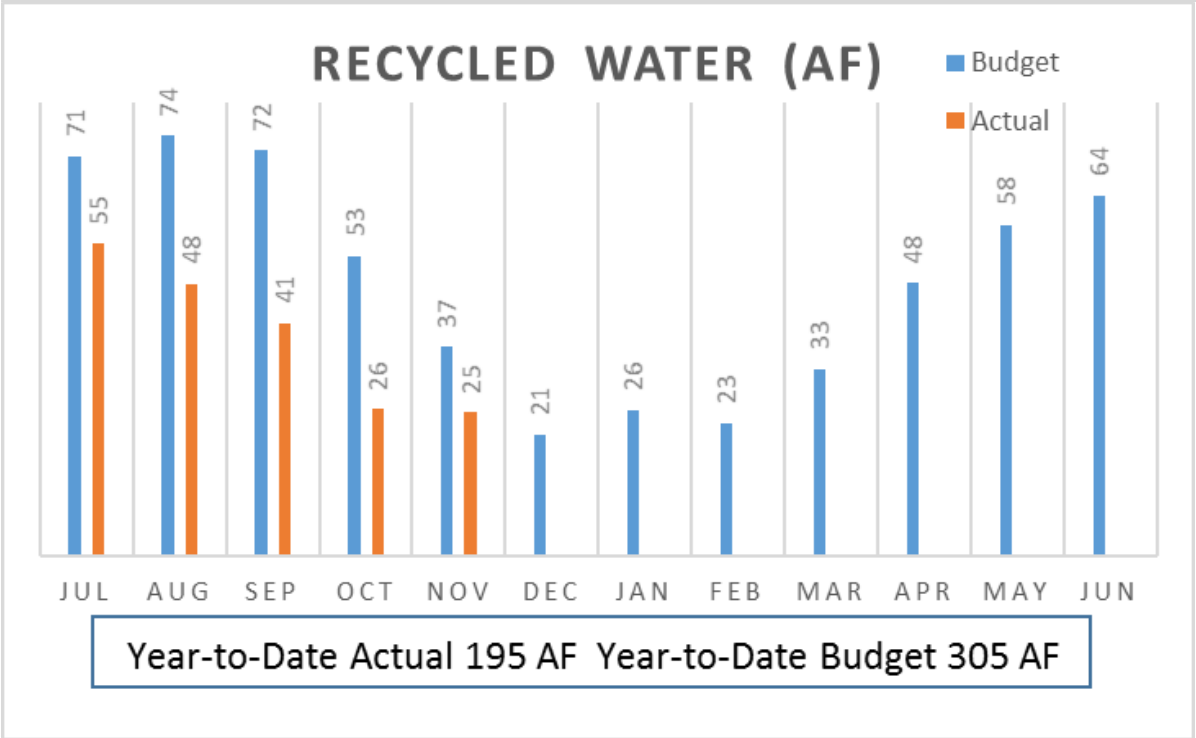
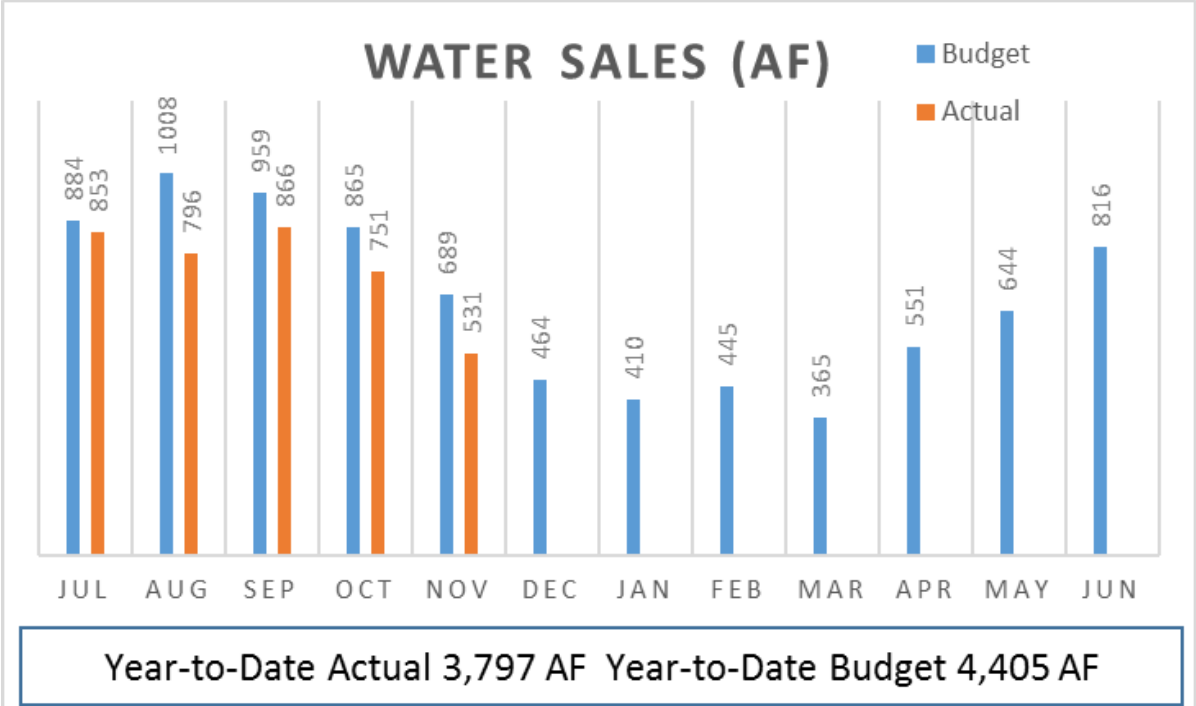
Non-operating revenues are slightly over budget driven by the receipt of the second refund check issued by the San Diego County Water Authority (SDCWA). The refund check is a result of a lawsuit won by SDCWA that against the Metropolitan Water District. These one-time funds are offsetting a lag in property tax revenues and are keeping the District on track with its non-operating budget levels. Total non-operating revenues are expected to be higher than budget levels due to the one-time SDCWA refund check once the first installment of property tax remittances begin in December.

The District's year-to-date total expenditures are under budget due to the lower than budgeted water and operating expenses. Operating expenses are expected to trend towards budget as the year progresses. Purchased water costs will trend with sales levels, which is dependent on weather.

Total revenue is \$16,908,716 or 9% under budget and total expenditures are \$13,740,749 or 4.7% under budget. PAYGO CIP expenditures are 50.4% under budget but are expected to trend towards Budget levels. Adjusting for expected State Loan proceeds, the District's financial results are above Budget levels.

Recommended Action

This item is for discussion only. No action is required.



Monthly Budget Report for November

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Budget	Variance	%	Budget	Remaining Balance	%
Operating Revenues:								Year remaining	58.3%
Water Sales	1,208,539	1,529,715	8,477,356	9,689,822	(1,212,466)	-12.5%	18,695,785	10,218,430	54.7%
Water Meter Service Charges	642,829	641,081	3,211,321	3,205,404	5,917	0.2%	8,000,687	4,789,367	59.9%
Wastewater Service Charges	490,670	569,415	2,513,723	2,847,073	(333,351)	-11.7%	6,469,183	3,955,461	61.1%
Recycled Water Revenues	50,546	73,260	380,381	588,839	(208,458)	-35.4%	1,175,173	794,792	67.6%
Other Operating Revenue	-	917	-	4,583	(4,583)	-100.0%	11,000	11,000	100.0%
Total Operating Revenue	2,392,584	2,814,387	14,582,780	16,335,721	(1,752,941)	-10.7%	34,351,829	19,769,049	57.5%
Non Operating Revenues:									
Water Capital Improvement Charge	120,029	120,280	600,183	601,400	(1,217)	-0.2%	1,443,359	843,176	58.4%
Wastewater Capital Improvement Charge	98,467	98,390	492,196	491,949	247	0.1%	1,180,678	688,482	58.3%
Property Taxes	127,116	725,050	190,907	857,849	(666,942)	-77.7%	2,122,467	1,931,560	91.0%
Water Standby/Availability Charge	12,469	33,621	12,471	40,972	(28,501)	-69.6%	204,000	191,529	93.9%
Water/Wastewater Capacity Charges	-	7,183	45,252	35,917	9,335	26.0%	86,200	40,948	47.5%
Portfolio Interest	26,188	10,304	116,109	51,521	64,588	125.4%	123,651	7,542	6.1%
Pumping Capital Improvement Charge	922	2,730	7,332	13,648	(6,316)	-46.3%	32,756	25,424	77.6%
Federal Interest Rate Subsidy	51,292	49,968	51,292	49,968	1,324	2.6%	97,977	46,685	47.6%
SDCWA Refund	625,251	-	625,251	-	625,251	NA	-	(625,251)	NA
Facility Rents	38,511	18,750	115,380	93,750	21,630	23.1%	225,000	109,620	48.7%
Fire Hydrant Service Fees	-	-	9,138	-	9,138	NA	-	(9,138)	NA
Other Non-Operating Revenues	(737)	2,500	60,425	12,500	47,925	383.4%	30,000	(30,425)	-101.4%
Total Non Operating Revenues	1,099,507	1,068,776	2,325,936	2,249,475	76,462	3.4%	5,546,087	3,220,151	58.1%
Total Revenues	3,492,091	3,883,163	16,908,716	18,585,196	(1,676,480)	-9.0%	39,897,916	22,989,200	57.6%
Expenditures									
Purchased Water Expense	1,058,842	850,245	5,991,213	6,770,179	778,966	11.5%	11,547,729	5,556,516	48.1%
Water Services	457,330	473,550	1,633,983	1,567,539	(66,444)	-4.2%	5,355,939	3,721,956	69.5%
Wastewater Services	275,844	267,037	1,323,208	1,335,183	11,975	0.9%	3,471,475	2,148,267	61.9%
Recycled Water Services	39,059	40,554	143,844	202,770	58,926	29.1%	527,202	383,358	72.7%
Administrative Services	641,971	531,066	2,767,380	2,655,330	(112,050)	-4.2%	6,903,859	4,136,479	59.9%
Total Operating Expenses	2,473,045	2,162,452	11,859,629	12,531,002	671,373	5.4%	27,806,204	15,946,575	57.3%
Debt Service Expenses									
SMCUP SRF	-	-	-	-	-	NA	1,038,424	1,038,424	100.0%
Red Mountain SRF	-	-	197,925	197,925	-	0.0%	395,851	197,925	50.0%
WW Rev Refunding Bonds	-	-	1,420,766	1,420,766	-	0.0%	1,729,884	309,118	17.9%
QECB Solar Debt	262,429	262,429	262,429	262,429	-	0.0%	521,312	258,883	49.7%
Total Debt Service	262,429	262,429	1,881,120	1,881,120	-	0.0%	3,685,471	1,804,350	49.0%
Total Expenses	2,735,474	2,424,881	13,740,749	14,412,122	671,373	4.7%	31,491,674	17,750,925	56.4%
Net Revenue/(loss) From Operations and Debt Service	756,617	1,458,282	3,167,967	4,173,073	(1,005,107)	-24.1%	8,406,242	5,238,275	62.3%
Capital Investment									
Capital Investment									
Construction Expenditures	254,821	327,742	1,140,039	2,298,803	1,158,764	50.4%	7,288,000	6,147,961	84.4%
SMCUP Expenditures*	1,231,713	767,020	4,072,704	8,450,000	4,377,297	51.8%	8,450,000	4,377,297	51.8%
SRF Loan Proceeds Draw (Capital Project Funds)**	(1,231,713)	(767,020)	(4,072,704)	(8,450,000)	(4,377,297)	51.8%	(8,450,000)	(4,377,297)	51.8%
Net Revenue/(Loss)	501,796	1,130,540	2,027,928	1,874,270	153,658	8.2%	1,118,242	(909,686)	-81.3%

*CIP expenditures related to the SMCUP have been updated based upon contractor draw scheduled and are funded by SRF Loan proceeds.

**YTD Actual amount adjusted to reflect expected State Reimbursement for reporting purposes.

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: January 24, 2022
SUBJECT: Budget Status Report for Fiscal Year 2021-2022

Purpose

Provide a Budget Status Report (BSR) to the Board.

Summary

The BSR shows the District's financial performance compared to the budget for the month of December, Year-to-Date and the annual budgeted amount.

Total revenues year-to-date are under budget by 5.2%, which is largely due to the lower than projected water and wastewater operating revenues. Water sales remain below budget due to lower than budgeted water demands. This month water sales were higher than budgeted, which improved year to date water sales levels. Despite the increase in sales this month, year to date water sales are 11.8% below budget. Staff expect that the supply situation and public awareness of the drought will continue to suppress demand. At this point, either wet weather or water restrictions will be driving winter water demands and either way water sales will likely be less than budgeted.

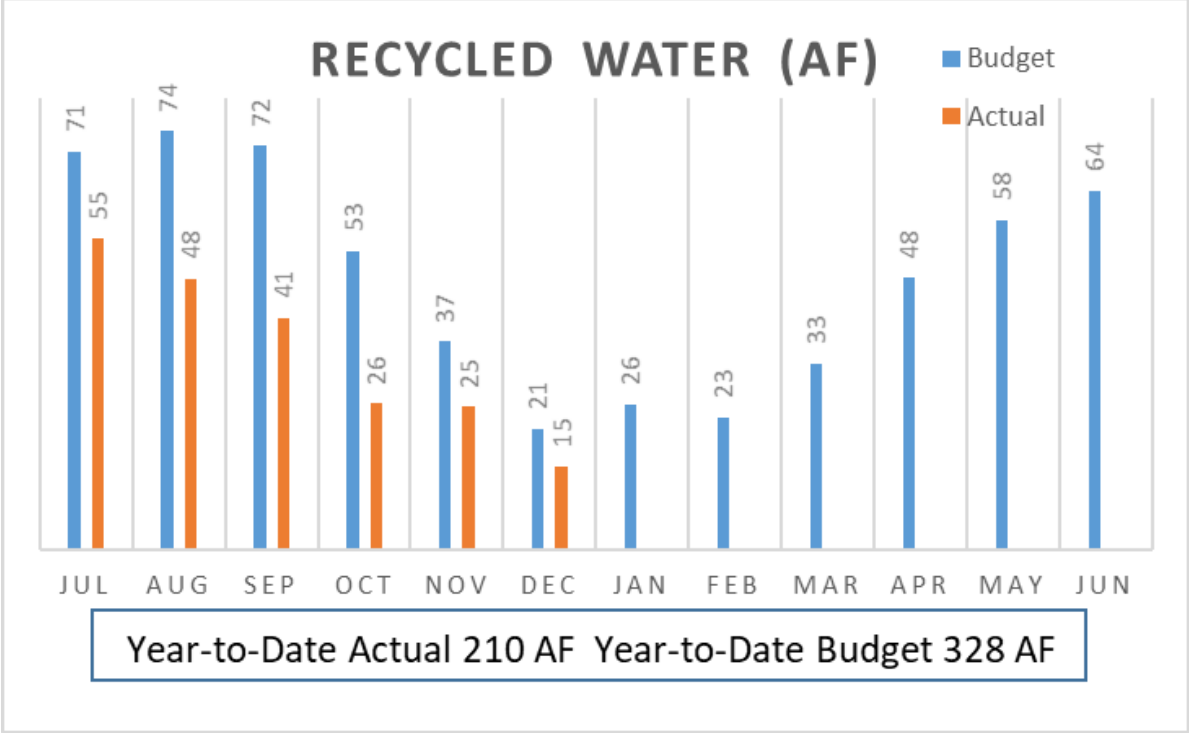
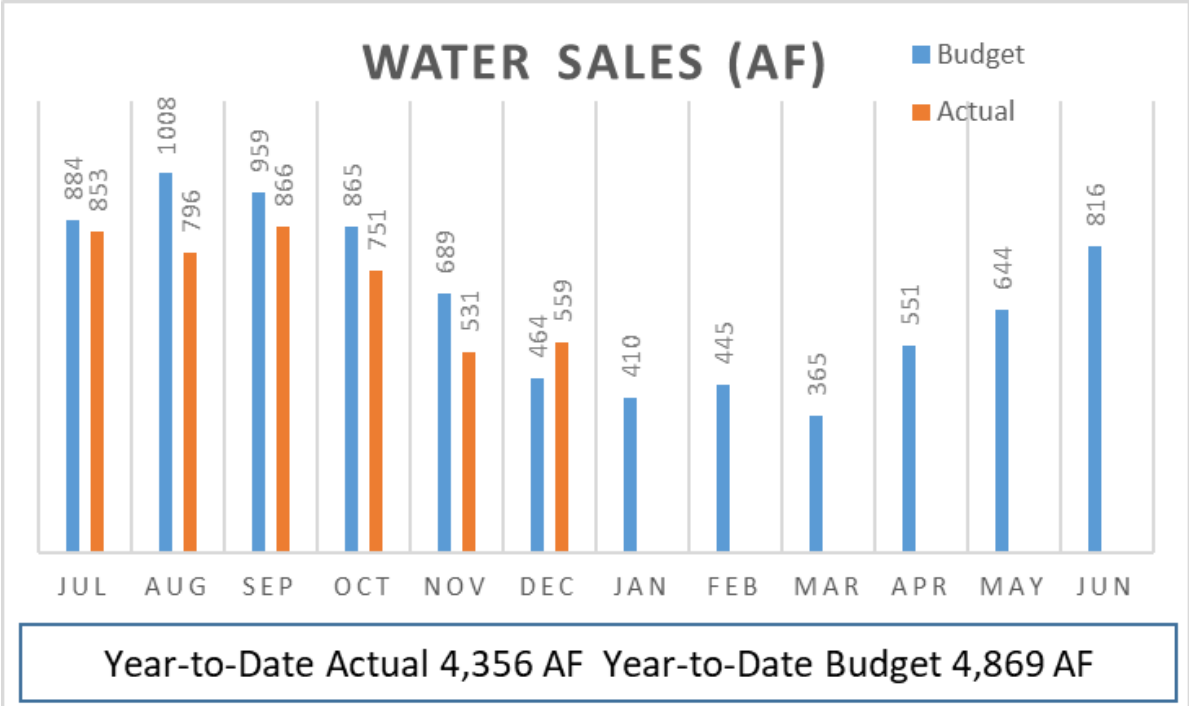
Non-operating revenues are slightly over budget driven by the receipt of the second refund check issued by the San Diego County Water Authority (SDCWA). The refund check is a result of a lawsuit won by SDCWA that against the Metropolitan Water District. These one-time funds are pushing the District's non-operating revenues higher than budget levels. Total non-operating revenues are expected to be higher than budget levels due to the one-time SDCWA refund check.

The District's year-to-date total expenditures are under budget due to the lower than budgeted water and operating expenses. Operating expenses are expected to trend towards budget as the year progresses. Purchased water costs will trend with sales levels, which is dependent on weather.

Total revenue is \$20,443,405 or 5.2% under budget and total expenditures are \$15,597,660 or 8% under budget. PAYGO CIP expenditures are 43% under budget but are expected to trend towards Budget levels. Adjusting for expected State Loan proceeds, the District's financial results are above Budget levels.

Recommended Action

This item is for discussion only. No action is required.



Monthly Budget Report for December

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Budget	Variance	%	Budget	Remaining Balance	%
Operating Revenues:								Year remaining	50.0%
Water Sales	1,257,726	1,053,430	9,735,082	10,743,252	(1,008,170)	-9.4%	18,695,785	8,960,703	47.9%
Water Meter Service Charges	644,387	641,081	3,855,707	3,846,484	9,223	0.2%	8,000,687	4,144,980	51.8%
Wastewater Service Charges	500,331	569,415	3,014,054	3,416,488	(402,434)	-11.8%	6,469,183	3,455,129	53.4%
Recycled Water Revenues	31,529	44,907	411,910	633,746	(221,836)	-35.0%	1,175,173	763,263	64.9%
Other Operating Revenue	-	917	-	5,500	(5,500)	-100.0%	11,000	11,000	100.0%
Total Operating Revenue	2,433,974	2,309,749	17,016,753	18,645,470	(1,628,717)	-8.7%	34,351,829	17,335,076	50.5%
Non Operating Revenues:									
Water Capital Improvement Charge	120,308	120,280	720,491	721,680	(1,189)	-0.2%	1,443,359	722,868	50.1%
Wastewater Capital Improvement Charge	98,476	98,390	590,672	590,339	333	0.1%	1,180,678	590,006	50.0%
Property Taxes	736,031	328,643	926,937	1,186,492	(259,554)	-21.9%	2,122,467	1,195,529	56.3%
Water Standby/Availability Charge	54,268	71,934	66,739	112,907	(46,168)	-40.9%	204,000	137,261	67.3%
Water/Wastewater Capacity Charges	51,737	7,183	96,989	43,100	53,889	125.0%	86,200	(10,789)	-12.5%
Portfolio Interest	11,825	10,304	127,934	61,825	66,109	106.9%	123,651	(4,283)	-3.5%
Pumping Capital Improvement Charge	858	2,730	8,191	16,378	(8,188)	-50.0%	32,756	24,566	75.0%
Federal Interest Rate Subsidy	-	-	51,292	49,968	1,324	2.6%	97,977	46,685	47.6%
SDCWA Refund	-	-	625,251	-	625,251	NA	-	(625,251)	NA
Facility Rents	6,326	18,750	121,706	112,500	9,206	8.2%	225,000	103,294	45.9%
Fire Hydrant Service Fees	-	-	9,138	-	9,138	NA	-	(9,138)	NA
Other Non-Operating Revenues	20,887	2,500	81,312	15,000	66,312	442.1%	30,000	(51,312)	-171.0%
Total Non Operating Revenues	1,100,715	660,714	3,426,651	2,910,189	516,463	17.7%	5,546,087	2,119,436	38.2%
Total Revenues	3,534,689	2,970,463	20,443,405	21,555,659	(1,112,254)	-5.2%	39,897,916	19,454,511	48.8%
Expenditures									
Purchased Water Expense	733,891	571,830	6,725,104	7,342,010	616,906	8.4%	11,547,729	4,822,625	41.8%
Water Services	304,500	710,325	1,938,484	2,277,864	339,381	14.9%	5,355,939	3,417,455	63.8%
Wastewater Services	262,051	400,555	1,585,258	1,735,738	150,479	8.7%	3,471,475	1,886,217	54.3%
Recycled Water Services	31,366	60,831	175,210	263,601	88,391	33.5%	527,202	351,992	66.8%
Administrative Services	525,104	796,599	3,292,484	3,451,930	159,445	4.6%	6,903,859	3,611,375	52.3%
Total Operating Expenses	1,856,911	2,540,140	13,716,540	15,071,142	1,354,602	9.0%	27,806,204	14,089,664	50.7%
Debt Service Expenses									
SMCUP SRF	-	-	-	-	-	NA	1,038,424	1,038,424	100.0%
Red Mountain SRF	-	-	197,925	197,925	-	0.0%	395,851	197,925	50.0%
WW Rev Refunding Bonds	-	-	1,420,766	1,420,766	-	0.0%	1,729,884	309,118	17.9%
QECB Solar Debt	-	-	262,429	262,429	-	0.0%	521,312	258,883	49.7%
Total Debt Service	-	-	1,881,120	1,881,120	-	0.0%	3,685,471	1,804,350	49.0%
Total Expenses	1,856,911	2,540,140	15,597,660	16,952,262	1,354,602	8.0%	31,491,674	15,894,014	50.5%
Net Revenue/(loss) From Operations and Debt Service	1,677,778	430,323	4,845,745	4,603,396	242,348	5.3%	8,406,242	3,560,497	42.4%
Capital Investment									
Capital Investment									
Construction Expenditures	398,604	400,242	1,538,643	2,699,045	1,160,402	43.0%	7,288,000	5,749,357	78.9%
SMCUP Expenditures*	242,106	-	4,314,810	8,450,000	4,135,190	48.9%	8,450,000	4,135,190	48.9%
SRF Loan Proceeds Draw (Capital Project Funds)**	(242,106)	-	(4,314,810)	(8,450,000)	(4,135,190)	48.9%	(8,450,000)	(4,135,190)	48.9%
Net Revenue/(Loss)	1,279,173	30,080	3,307,101	1,904,351	1,402,751	73.7%	1,118,242	(2,188,860)	-195.7%

*CIP expenditures related to the SMCUP have been updated based upon contractor draw scheduled and are funded by SRF Loan proceeds.

**YTD Actual amount adjusted to reflect expected State Reimbursement for reporting purposes.

11/30/2021

Treasurer's Warrant No. November

TO: Treasurer of the Fallbrook Public Utility District

The bills and claims listed below are approved as authorized by resolution no. 3538 of the Board of Directors dated July 8, 1985. You are hereby authorized and directed to pay said prospective claims for the amounts stated (less discounts in instances where discounts are allowed).

Payroll - 11/2021

Computer Check Register

Payroll #1	\$148,078.50
Payroll #2	<u>\$164,715.77</u>
	<u>\$312,794.27</u>

Accounts Payable

Checks by Date - Summary by Check Date

User: annaleceb
 Printed: 12/13/2021 1:42 PM



Fallbrook Public Utility District
990 E Mission Rd Fallbrook CA 92028
(760) 728-1125

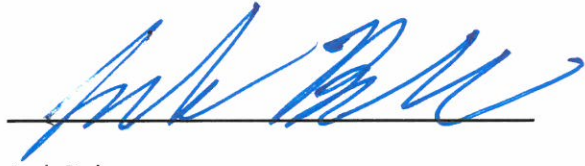
Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	00152	FPUD EMPL ASSOCIATION	11/04/2021	436.50
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	11/04/2021	3,127.06
ACH	06758	US TREASURY - PAYROLL TAXES	11/04/2021	56,990.49
ACH	06759	STATE OF CA - PR TAXES	11/04/2021	9,447.74
ACH	06760	STATE OF CA - SDI	11/04/2021	2,390.21
ACH	06761	LINCOLN FINANCIAL GROUP	11/04/2021	7,817.31
ACH	06763	PERS - PAYROLL	11/04/2021	39,259.94
ACH	91508	CALIFORNIA STATE DISBURSEMENT	11/04/2021	589.03
87141	91667	ACE LOCK AND KEY	11/04/2021	80.00
87142	00101	ACWA JPIA	11/04/2021	109,749.39
87143	00805	ACWA/JOINT POWERS INS.	11/04/2021	234,234.00
87144	00805	ACWA/JOINT POWERS INS.	11/04/2021	13,901.00
87145	91477	ADVANCED INDUSTRIAL SOLUTIONS	11/04/2021	546.00
87146	91286	AMAZON CAPITAL SERVICES, INC.	11/04/2021	4,333.15
87147	91216	APGN INC	11/04/2021	68,296.00
87148	01813	ASSOCIATION OF CALIFORNIA WATEI	11/04/2021	23,705.00
87149	05088	AT&T	11/04/2021	483.05
87150	91608	AT&T MOBILITY LLC	11/04/2021	3,455.66
87151	91503	BACKGROUNDS ONLINE	11/04/2021	303.57
87152	91069	BRENNTAG PACIFIC INC.	11/04/2021	1,200.80
87153	04741	CALIFORNIA SPECIAL DISTRICT ASSC	11/04/2021	8,195.00
87154	03134	CALIFORNIA WATER ENVIRONMENT	11/04/2021	480.00
87155	03978	CAMERON WELDING SUPPLY	11/04/2021	653.73
87156	91241	LISA CHAFFIN	11/04/2021	60.00
87157	91272	KEVIN COLLINS	11/04/2021	60.00
87158	91008	MICHAEL COTHRAN	11/04/2021	416.67
87159	04128	CUES, INC	11/04/2021	1,036.80
87160	06299	D & H WATER SYSTEMS, INC	11/04/2021	490.00
87161	06762	DENALI WATER SOLUTIONS LLC	11/04/2021	12,175.68
87162	06048	DEPARTMENT OF THE INTERIOR	11/04/2021	8,838.10
87163	05192	DIAMOND ENVIRONMENTAL SERVIC	11/04/2021	248.29
87164	05177	DOWNEY BRAND, LLP	11/04/2021	382.50
87165	91569	EUROFINS CALSCIENCE, LLC	11/04/2021	377.50
87166	04122	EVOQUA WATER TECHNOLOGIES LLC	11/04/2021	5,789.34
87167	06303	EXECUTIVE LANDSCAPE INC.	11/04/2021	200.00
87168	00169	FALLBROOK OIL COMPANY	11/04/2021	6,070.42
87169	02411	FALLBROOK PRINTING CORP	11/04/2021	7,880.28
87170	00170	FALLBROOK WASTE & RECYCLING	11/04/2021	859.78
87171	04494	FEDERAL EXPRESS CORPORATION	11/04/2021	124.06
87172	01432	FERGUSON WATERWORKS #1083	11/04/2021	510.74
87173	91198	FIRST BANKCARD	11/04/2021	625.68
87174	91200	FIRST BANKCARD	11/04/2021	920.62
87175	91201	FIRST BANKCARD	11/04/2021	99.00
87176	91202	FIRST BANKCARD	11/04/2021	243.57
87177	91225	FIRST BANKCARD	11/04/2021	174.81
87178	91313	FIRST BANKCARD	11/04/2021	72.95
87179	91323	FIRST BANKCARD	11/04/2021	136.18

Check No	Vendor No	Vendor Name	Check Date	Check Amount
87180	91540	FIRST BANKCARD	11/04/2021	6,941.99
87181	91620	FIRST BANKCARD	11/04/2021	2,006.65
87182	91635	FIRST BANKCARD	11/04/2021	359.49
87183	02972	FISHER SCIENTIFIC COMPANY LLC	11/04/2021	573.97
87184	05560	FRANCHISE TAX BOARD	11/04/2021	50.00
87185	00182	GLENNIE'S OFFICE PRODUCTS, INC	11/04/2021	206.34
87186	02170	GRAINGER, INC.	11/04/2021	1,684.88
87187	91649	GUTERMANN, INC.	11/04/2021	2,715.00
87188	05380	HACH CO	11/04/2021	828.48
87189	06062	HARRINGTON INDUSTRIAL PLASTICS	11/04/2021	1,484.15
87190	06577	INFOSEND INC	11/04/2021	2,572.03
87191	91524	INSIGHT DIRECT USA, INC.	11/04/2021	1,281.26
87192	00190	JCI JONES CHEMICALS INC.	11/04/2021	10,009.19
87193	06700	KOFF & ASSOCIATES, INC.	11/04/2021	9,040.00
87194	06555	LIEBERT CASSIDY WHITMORE	11/04/2021	38.00
87195	91130	LINCOLN NATIONAL LIFE INSURANC	11/04/2021	3,475.00
87196	90887	LLOYD PEST CONTROL	11/04/2021	142.00
87197	91192	MISSION LINEN SUPPLY	11/04/2021	916.76
87198	03944	MISSION RESOURCE CONSV DISTRICT	11/04/2021	75.00
87199	91591	OPERATIONAL TECHNICAL SERVICES	11/04/2021	8,397.48
87200	01267	PACIFIC PIPELINE	11/04/2021	16,850.74
87201	00215	PETTY CASH	11/04/2021	232.68
87202	91007	PFM ASSET MANGEMENT LLC	11/04/2021	917.13
87203	91603	PREMIER ACCESS CONSULTING GROU	11/04/2021	6,183.91
87204	05064	RAINBOW MUNICIPAL WATER	11/04/2021	3,231.89
87205	91669	REVIVE: A CORPORATE WELLNESS M	11/04/2021	1,849.00
87206	91671	DEVIN RODRIGUEZ	11/04/2021	192.00
87207	91660	ROSEN & ROSEN INDUSTRIES INC.	11/04/2021	815.30
87208	06608	ROTARY CLUB OF FALLBROOK	11/04/2021	344.00
87209	00232	SAN DIEGO GAS & ELECTRIC	11/04/2021	34,638.64
87210	00236	SCRAPPYS	11/04/2021	1,226.32
87211	91491	SILVERTHORN RANCH LLC	11/04/2021	15,000.00
87212	91264	SOUTHWEST VALVE & EQUIPMENT, I	11/04/2021	2,370.50
87213	91223	STERLING ADMINISTRATION	11/04/2021	125.00
87214	06314	SUNPOWER CORPORATION, SYSTEMS	11/04/2021	24,966.00
87215	91385	VERONICA TAMZIL	11/04/2021	60.00
87216	00724	UNDERGROUND SERVICE ALERT	11/04/2021	392.68
87217	00233	WAXIE SANITARY SUPPLY	11/04/2021	278.93
87218	91254	WESTERN PUMP, INC.	11/04/2021	1,302.50
87219	06231	WESTERN WATER WORKS SUPPLY CC	11/04/2021	3,544.87
87220	91276	WOLFE DOOR INDUSTRIES, INC.	11/04/2021	495.00
Total for 11/4/2021:				805,282.36
ACH	06763	PERS - PAYROLL	11/10/2021	200.00
87221	91499	FILANC ALBERICI A JOINT VENTURE	11/10/2021	711,423.84
87222	91312	TERRAPIN GROUP	11/10/2021	78,731.00
87223	91500	US BANK NATIONAL ASSOCIATION	11/10/2021	37,443.36
87224	00231	SAN DIEGO COUNTY WATER AUTH	11/10/2021	1,369,060.58
87225	03223	AIR POLLUTION CONTROL DISTRICT	11/10/2021	460.00
87226	06597	AIRGAS USA, LLC	11/10/2021	195.21
87227	91286	AMAZON CAPITAL SERVICES, INC.	11/10/2021	59.13
87228	91490	AMAZON WEB SERVICES, INC.	11/10/2021	1,115.50
87229	91216	APGN INC	11/10/2021	1,576.29
87230	91429	BSK ASSOCIATES	11/10/2021	2,535.00
87231	02176	CORELOGIC SOLUTIONS, LLC	11/10/2021	225.00
87232	05953	CORODATA RECORDS MANAGEMENT	11/10/2021	755.10

Check No	Vendor No	Vendor Name	Check Date	Check Amount
87233	06675	CORODATA SHREDDING, INC	11/10/2021	64.37
87234	02925	DATA NET SOLUTIONS	11/10/2021	1,154.75
87235	05192	DIAMOND ENVIRONMENTAL SERVIC	11/10/2021	365.56
87236	04122	EVOQUA WATER TECHNOLOGIES LLC	11/10/2021	377.13
87237	01099	FALLBROOK IRRIGATION INC	11/10/2021	59.46
87238	00169	FALLBROOK OIL COMPANY	11/10/2021	6,246.37
87239	02767	GRANGETTO FARM & GARDEN SUPPI	11/10/2021	11.25
87240	06577	INFOSEND INC	11/10/2021	1,037.11
87241	05942	MSDSOONLINE, INC	11/10/2021	2,098.00
87242	90932	NAPA AUTO PARTS	11/10/2021	252.47
87243	00370	NUTRIEN AG SOLUTIONS, INC.	11/10/2021	2,448.59
87244	04900	PARADISE CHEVROLET CADILLAC	11/10/2021	123.52
87245	00216	PINE TREE LUMBER	11/10/2021	93.25
87246	91670	PROGRESSIVE BUSINESS PUBLICATIC	11/10/2021	118.56
87247	06056	R & B FILTRATION	11/10/2021	760.42
87248	00232	SAN DIEGO GAS & ELECTRIC	11/10/2021	63,915.60
87249	91486	SATELLITE PHONE STORE	11/10/2021	66.82
87250	91094	SCADA INTEGRATIONS	11/10/2021	9,432.25
87251	90929	SOUTHWEST ANSWERING SERVICE, I	11/10/2021	652.48
87252	00159	SUPERIOR READY MIX	11/10/2021	1,787.86
87253	06735	TCN, INC.	11/10/2021	5.79
87254	03358	US BANK TRUST NA	11/10/2021	1,670.00
87255	06444	US SAWS INC	11/10/2021	661.99
87256	91055	VM3 ENVIRONMENTAL, INC.	11/10/2021	515.00
87257	91663	A & N TECHNICAL SERVICES, INC.	11/10/2021	42,153.75
87258	91286	AMAZON CAPITAL SERVICES, INC.	11/10/2021	364.45
87259	04995	AMERICAN MESSAGING	11/10/2021	169.38
87260	04166	AMERICAN WATER WORKS ASSOCIAI	11/10/2021	2,443.00
87261	06424	CAEATFA FUND	11/10/2021	2,168.10
87262	01719	MICKEY M. CASE	11/10/2021	60.00
87263	09705	CSDA SAN DIEGO CHAPTER	11/10/2021	60.00
87264	06303	EXECUTIVE LANDSCAPE INC.	11/10/2021	1,020.00
87265	05987	FALLBROOK GARAGE & QWIK LUBE	11/10/2021	403.94
87266	01099	FALLBROOK IRRIGATION INC	11/10/2021	24.91
87267	02170	GRAINGER, INC.	11/10/2021	99.78
87268	03161	IDEXX DISTRIBUTION, INC.	11/10/2021	419.38
87269	06380	JANI-KING OF CALIFORNIA, INC - SA	11/10/2021	3,004.00
87270	90916	KELLY LAUGHLIN	11/10/2021	72.00
87271	06338	MYTHOS TECHNOLOGY INC	11/10/2021	1,809.63
87272	04900	PARADISE CHEVROLET CADILLAC	11/10/2021	373.51
87273	04075	RAYNE WATER SYSTEMS	11/10/2021	170.00
87274	91588	SPRINGBROOK HOLDING COMPANY I	11/10/2021	35,711.55
87275	05415	STATE WATER RESOURCE CONTROL I	11/10/2021	110.00
87276	91123	STREAMLINE	11/10/2021	550.00
87277	91082	TELETRAC, INC	11/10/2021	2,279.41
Total for 11/10/2021:				2,391,165.40
ACH	00152	FPUD EMPL ASSOCIATION	11/18/2021	427.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	11/18/2021	3,127.06
ACH	06758	US TREASURY - PAYROLL TAXES	11/18/2021	57,404.97
ACH	06759	STATE OF CA - PR TAXES	11/18/2021	9,759.05
ACH	06760	STATE OF CA - SDI	11/18/2021	2,428.01
ACH	06761	LINCOLN FINANCIAL GROUP	11/18/2021	7,650.60
ACH	06763	PERS - PAYROLL	11/18/2021	39,823.15
ACH	91508	CALIFORNIA STATE DISBURSEMENT	11/18/2021	589.03
ACH	06758	US TREASURY - PAYROLL TAXES	11/18/2021	6,683.70

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	06759	STATE OF CA - PR TAXES	11/18/2021	2,128.14
87280	03223	AIR POLLUTION CONTROL DISTRICT	11/18/2021	460.00
87281	91675	BANNER BANK	11/18/2021	2,875.00
87282	91600	CAL PACIFIC TRUCK CENTER, LLC	11/18/2021	250.00
87283	03978	CAMERON WELDING SUPPLY	11/18/2021	563.90
87284	03205	CITY OF OCEANSIDE	11/18/2021	204.78
87285	02925	DATA NET SOLUTIONS	11/18/2021	1,723.25
87286	06144	DUPERON CORPORATION	11/18/2021	16,955.77
87287	04122	EVOQUA WATER TECHNOLOGIES LLC	11/18/2021	6,428.32
87288	91611	FALLBROOK ACE HARDWARE	11/18/2021	1,085.93
87289	09523	FALLBROOK EQUIP RENTALS	11/18/2021	12,656.78
87290	01155	FALLBROOK WASTE/RECYCLING	11/18/2021	206.00
87291	05380	HACH CO	11/18/2021	1,019.16
87292	91544	HAZEN AND SAWYER, D.P.C.	11/18/2021	11,727.50
87293	06577	INFOSEND INC	11/18/2021	1,417.51
87294	06359	INFRASTRUCTURE ENGINEERING CO	11/18/2021	1,083.41
87295	91535	PAYMENTUS GROUP, INC	11/18/2021	3,721.34
87296	91658	PK MECHANICAL SYSTEMS, INC	11/18/2021	54,625.00
87297	05403	SAN DIEGO UNION-TRIBUNE CO.	11/18/2021	448.00
87298	91223	STERLING ADMINISTRATION	11/18/2021	125.00
87299	01460	AFLAC	11/18/2021	505.04
87300	03223	AIR POLLUTION CONTROL DISTRICT	11/18/2021	16,271.00
87301	05880	ALLEN INSTRUMENTS & SUPPLIES	11/18/2021	500.00
87302	91286	AMAZON CAPITAL SERVICES, INC.	11/18/2021	1,233.32
87303	02805	ASBURY ENVIRONMENTAL SERVICES	11/18/2021	85.00
87304	04607	BAY CITY ELECTRIC WORKS, INC.	11/18/2021	1,776.01
87305	UB*00391	ELMER BLAIKIE II	11/18/2021	16.54
87306	UB*00394	ELMER BLAIKIE II	11/18/2021	50.72
87307	02586	COSTCO MEMBERSHIP	11/18/2021	120.00
87308	06299	D & H WATER SYSTEMS, INC	11/18/2021	15,428.36
87309	05180	NOELLE DENKE	11/18/2021	121.70
87310	UB*00407	RODNEY & PATTI DOWNIE	11/18/2021	141.29
87311	06346	FALLBROOK FERTILIZER FEED AND F	11/18/2021	43.61
87312	05560	FRANCHISE TAX BOARD	11/18/2021	50.00
87313	05380	HACH CO	11/18/2021	1,385.57
87314	03161	IDEXX DISTRIBUTION, INC.	11/18/2021	419.38
87315	06577	INFOSEND INC	11/18/2021	1,319.01
87316	00190	JCI JONES CHEMICALS INC.	11/18/2021	5,670.58
87317	04926	KONICA MINOLTA PREMIER FINANCE	11/18/2021	2,273.55
87318	UB*00408	SEAN MAHONEY	11/18/2021	2.70
87319	91427	MITEL CLOUD SERVICES, INC	11/18/2021	1,820.16
87320	91461	OCEANSIDE SECURITY AGENCY	11/18/2021	2,231.00
87321	91591	OPERATIONAL TECHNICAL SERVICES	11/18/2021	3,023.16
87322	01267	PACIFIC PIPELINE	11/18/2021	2,447.95
87323	00191	SAN DIEGO COUNTY TREASURER	11/18/2021	169.70
87324	91647	SOLAR MAID OC	11/18/2021	2,400.00
87325	91107	SPECTRUM BUSINESS	11/18/2021	127.15
87326	02927	TIM STERGER	11/18/2021	60.00
87327	91223	STERLING ADMINISTRATION	11/18/2021	450.00
87328	91223	STERLING ADMINISTRATION	11/18/2021	800.00
87329	02815	SWRCB ACCOUNTING OFFICE	11/18/2021	5,069.00
87330	91325	VISTA TREE SERVICE, INC.	11/18/2021	43,000.00
Total for 11/18/2021:				356,608.86

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Report Total (207 checks):				3,553,056.62



Jack Bebee

General Manager

12/31/2021

Treasurer's Warrant No. December

TO: Treasurer of the Fallbrook Public Utility District

The bills and claims listed below are approved as authorized by resolution no. 3538 of the Board of Directors dated July 8, 1985. You are hereby authorized and directed to pay said prospective claims for the amounts stated (less discounts in instances where discounts are allowed).

Payroll - 12/2021

Computer Check Register

Payroll #1	\$172,105.67
Payroll #2	\$154,427.93
Payroll #3	<u>\$146,942.86</u>
	<u>\$473,476.46</u>

Accounts Payable

Checks by Date - Summary by Check Date

User: annaleceb
Printed: 1/19/2022 10:13 AM



Fallbrook Public Utility District
990 E Mission Rd Fallbrook CA 92028
(760) 728-1125

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	00152	FPUD EMPL ASSOCIATION	12/02/2021	423.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	12/02/2021	3,127.06
ACH	06758	US TREASURY - PAYROLL TAXES	12/02/2021	67,287.38
ACH	06759	STATE OF CA - PR TAXES	12/02/2021	12,194.89
ACH	06760	STATE OF CA - SDI	12/02/2021	2,811.07
ACH	06761	LINCOLN FINANCIAL GROUP	12/02/2021	7,148.19
ACH	06763	PERS - PAYROLL	12/02/2021	39,770.07
ACH	91508	CALIFORNIA STATE DISBURSEMENT	12/02/2021	589.03
87335	06359	INFRASTRUCTURE ENGINEERING CO	12/02/2021	21,763.90
87336	91312	TERRAPIN GROUP	12/02/2021	61,294.00
87337	00101	ACWA JPIA	12/02/2021	102,835.61
87338	03223	AIR POLLUTION CONTROL DISTRICT	12/02/2021	450.00
87339	06597	AIRGAS USA, LLC	12/02/2021	287.98
87340	91286	AMAZON CAPITAL SERVICES, INC.	12/02/2021	3,682.17
87341	06020	BABCOCK LABORATORIES, INC	12/02/2021	1,287.30
87342	02743	BEST BEST & KRIEGER	12/02/2021	18,918.49
87343	06374	BOOT BARN INC.	12/02/2021	491.53
87344	91440	BP BATTERY INC	12/02/2021	750.66
87345	91241	LISA CHAFFIN	12/02/2021	60.00
87346	91272	KEVIN COLLINS	12/02/2021	60.00
87347	06299	D & H WATER SYSTEMS, INC	12/02/2021	1,691.01
87348	02925	DATA NET SOLUTIONS	12/02/2021	1,134.75
87349	06762	DENALI WATER SOLUTIONS LLC	12/02/2021	15,646.81
87350	05192	DIAMOND ENVIRONMENTAL SERVIC	12/02/2021	238.90
87351	03391	ELECTRICAL SALES INC	12/02/2021	2,377.22
87352	04411	ENVIRONMENTAL RESOURCE ASSOC	12/02/2021	1,668.87
87353	09523	FALLBROOK EQUIP RENTALS	12/02/2021	30,923.12
87354	00169	FALLBROOK OIL COMPANY	12/02/2021	1,954.46
87355	00170	FALLBROOK WASTE & RECYCLING	12/02/2021	815.52
87356	04494	FEDERAL EXPRESS CORPORATION	12/02/2021	29.62
87357	01432	FERGUSON WATERWORKS #1083	12/02/2021	15,570.96
87358	91198	FIRST BANKCARD	12/02/2021	88.55
87359	91200	FIRST BANKCARD	12/02/2021	844.66
87360	91201	FIRST BANKCARD	12/02/2021	120.00
87361	91202	FIRST BANKCARD	12/02/2021	61.60
87362	91225	FIRST BANKCARD	12/02/2021	598.98
87363	91323	FIRST BANKCARD	12/02/2021	489.86
87364	91540	FIRST BANKCARD	12/02/2021	4,371.24
87365	91620	FIRST BANKCARD	12/02/2021	507.73
87366	91635	FIRST BANKCARD	12/02/2021	78.94
87367	91678	FIRST BANKCARD	12/02/2021	42.01
87368	02972	FISHER SCIENTIFIC COMPANY LLC	12/02/2021	1,444.70
87369	05560	FRANCHISE TAX BOARD	12/02/2021	50.00
87370	00182	GLENNIE'S OFFICE PRODUCTS, INC	12/02/2021	5,924.94
87371	02170	GRAINGER, INC.	12/02/2021	7,281.07
87372	03174	HAAKER EQUIPMENT COMPANY	12/02/2021	3,178.63
87373	05380	HACH CO	12/02/2021	5,017.93

Check No	Vendor No	Vendor Name	Check Date	Check Amount
87374	06687	ICE QUBE, INC	12/02/2021	5,077.42
87375	05505	TODD JESTER	12/02/2021	60.00
87376	91677	ALAN JOHNSON	12/02/2021	4,450.00
87377	91169	JOYE JOHNSON	12/02/2021	64.00
87378	91224	KEN WEINBERG WATER RESOURCES	12/02/2021	2,160.00
87379	91648	KING LEE CHEMICAL COMPANY	12/02/2021	750.97
87380	91304	LEARNSOFT CONSULTING INC	12/02/2021	510.00
87381	05194	LESLIE'S SWIMMING POOL SUPPLIES	12/02/2021	4,654.60
87382	91130	LINCOLN NATIONAL LIFE INSURANC	12/02/2021	3,421.59
87383	90887	LLOYD PEST CONTROL	12/02/2021	322.00
87384	06156	LOMACK SERVICE CORPORATION	12/02/2021	946.00
87385	06601	MBC AQUATIC SCIENCES	12/02/2021	6,291.54
87386	03944	MISSION RESOURCE CONSV DISTRIC	12/02/2021	575.00
87387	06024	MATTHEW MORGAN	12/02/2021	115.20
87388	05104	NCL OF WISCONSIN INC	12/02/2021	979.04
87389	91614	NETGAIN NETWORKS, INC.	12/02/2021	5,820.14
87390	06744	O.S.T.S. INC	12/02/2021	1,550.00
87391	91591	OPERATIONAL TECHNICAL SERVICES	12/02/2021	9,181.20
87392	91674	O'REILLY AUTO ENTERPRISES, LLC	12/02/2021	58.90
87393	00236	SCRAPPYS	12/02/2021	794.18
87394	06046	SOUTHWEST BOULDER & STONE INC	12/02/2021	9,387.18
87395	91082	TELETRAC, INC	12/02/2021	19.95
87396	90912	TRUPIANO'S ITALIAN BISTRO	12/02/2021	1,794.20
87397	06512	ULINE SHIPPING SUPPLIES	12/02/2021	1,278.54
87398	91294	VISTA FENCE COMPANY INCORPORA	12/02/2021	21,158.00
87399	06231	WESTERN WATER WORKS SUPPLY CC	12/02/2021	4,913.40
Total for 12/2/2021:				533,717.46
87400	91499	FILANC ALBERICI A JOINT VENTURE	12/09/2021	763,107.15
87401	91500	US BANK NATIONAL ASSOCIATION	12/09/2021	40,164.06
87402	00231	SAN DIEGO COUNTY WATER AUTH	12/09/2021	1,020,603.58
87403	91286	AMAZON CAPITAL SERVICES, INC.	12/09/2021	3,151.18
87404	91490	AMAZON WEB SERVICES, INC.	12/09/2021	1,080.94
87405	05088	AT&T	12/09/2021	480.70
87406	91608	AT&T MOBILITY LLC	12/09/2021	4,871.61
87407	91503	BACKGROUNDS ONLINE	12/09/2021	387.16
87408	91429	BSK ASSOCIATES	12/09/2021	3,222.50
87409	03978	CAMERON WELDING SUPPLY	12/09/2021	1,696.85
87410	91595	CLIFTONLARSONALLEN LLP	12/09/2021	7,500.00
87411	91596	CRIDER PUBLIC RELATIONS, INC.	12/09/2021	297.50
87412	02925	DATA NET SOLUTIONS	12/09/2021	399.50
87413	05192	DIAMOND ENVIRONMENTAL SERVIC	12/09/2021	365.56
87414	05177	DOWNEY BRAND, LLP	12/09/2021	255.00
87415	06303	EXECUTIVE LANDSCAPE INC.	12/09/2021	3,025.19
87416	91611	FALLBROOK ACE HARDWARE	12/09/2021	1,012.91
87417	09523	FALLBROOK EQUIP RENTALS	12/09/2021	5,675.00
87418	01099	FALLBROOK IRRIGATION INC	12/09/2021	391.77
87419	00169	FALLBROOK OIL COMPANY	12/09/2021	6,431.85
87420	00170	FALLBROOK WASTE & RECYCLING	12/09/2021	859.78
87421	04494	FEDERAL EXPRESS CORPORATION	12/09/2021	244.82
87422	01432	FERGUSON WATERWORKS #1083	12/09/2021	167.01
87423	02974	GOLDEN BELL PRODUCTS, INC.	12/09/2021	2,185.17
87424	02170	GRAINGER, INC.	12/09/2021	147.43
87425	02767	GRANGETTO FARM & GARDEN SUPPI	12/09/2021	17.28
87426	05380	HACH CO	12/09/2021	378.46
87427	06577	INFOSEND INC	12/09/2021	2,285.27

Check No	Vendor No	Vendor Name	Check Date	Check Amount
87428	91676	KEG TECHNOLOGIES, INC	12/09/2021	2,500.00
87429	03179	LAWSON PRODUCTS INC	12/09/2021	2,131.42
87430	06555	LIEBERT CASSIDY WHITMORE	12/09/2021	342.00
87431	02618	MC MASTER-CARR	12/09/2021	677.20
87432	91192	MISSION LINEN SUPPLY	12/09/2021	911.24
87433	90932	NAPA AUTO PARTS	12/09/2021	344.07
87434	00370	NUTRIEN AG SOLUTIONS, INC.	12/09/2021	44.64
87435	06298	ONESOURCE DISTRIBUTORS, LLC	12/09/2021	63.09
87436	91591	OPERATIONAL TECHNICAL SERVICES	12/09/2021	3,023.16
87437	91674	O'REILLY AUTO ENTERPRISES, LLC	12/09/2021	176.98
87438	01267	PACIFIC PIPELINE	12/09/2021	1,406.36
87439	91007	PFM ASSET MANGEMENT LLC	12/09/2021	949.19
87440	00216	PINE TREE LUMBER	12/09/2021	685.75
87441	91444	PSM RMP SOLUTIONS	12/09/2021	15,240.00
87442	91155	QUALITY GATE COMPANY, INC	12/09/2021	900.00
87443	91077	RED WING BUSINESS ADVANTAGE AC	12/09/2021	513.80
87444	06608	ROTARY CLUB OF FALLBROOK	12/09/2021	72.00
87445	00232	SAN DIEGO GAS & ELECTRIC	12/09/2021	81,589.81
87446	90929	SOUTHWEST ANSWERING SERVICE, I	12/09/2021	1,141.24
87447	05415	STATE WATER RESOURCE CONTROL I	12/09/2021	55.00
87448	00159	SUPERIOR READY MIX	12/09/2021	3,950.00
87449	00724	UNDERGROUND SERVICE ALERT	12/09/2021	293.68
87450	04290	VILLAGE NEWS, INC.	12/09/2021	495.00
87451	91286	AMAZON CAPITAL SERVICES, INC.	12/09/2021	38.46
87452	04995	AMERICAN MESSAGING	12/09/2021	84.56
87453	06235	JACK BEBEE	12/09/2021	224.07
87454	03003	CALIFORNIA ASSOCIATION OF SANIT	12/09/2021	13,600.00
87455	03134	CALIFORNIA WATER ENVIRONMENT.	12/09/2021	192.00
87456	01719	MICKEY M. CASE	12/09/2021	60.00
87457	91681	MARILYNN COHEN	12/09/2021	99.83
87458	UB*00412	RAMONA PAVING CONSTRUCTION	12/09/2021	232.19
87459	05714	COUNTY OF SD DEPT PUBLIC WORKS	12/09/2021	166.70
87460	03391	ELECTRICAL SALES INC	12/09/2021	191.09
87461	06303	EXECUTIVE LANDSCAPE INC.	12/09/2021	1,020.00
87462	00161	FALLBROOK CHAMBER OF COMMER	12/09/2021	285.00
87463	06286	GARDA CL WEST, INC.	12/09/2021	199.60
87464	00182	GLENNIE'S OFFICE PRODUCTS, INC	12/09/2021	364.49
87465	91626	HEMET MANUFACTURING COMPANY	12/09/2021	2,572.20
87466	06380	JANI-KING OF CALIFORNIA, INC - SA	12/09/2021	3,004.00
87467	91515	LABORATORY CALIBRATION SERVICI	12/09/2021	905.00
87468	91682	ADAM LOCKYER	12/09/2021	362.26
87469	06338	MYTHOS TECHNOLOGY INC	12/09/2021	1,809.63
87470	01267	PACIFIC PIPELINE	12/09/2021	398.41
87471	UB*00410	SANTA FE PAVING	12/09/2021	872.99
87472	UB*00411	SANTA FE PAVING	12/09/2021	1,229.28
87473	05064	RAINBOW MUNICIPAL WATER	12/09/2021	2,827.92
87474	04075	RAYNE WATER SYSTEMS	12/09/2021	170.00
87475	UB*00409	WESTERN HEAVY EQUIP RENTALS	12/09/2021	467.32
87476	91486	SATELLITE PHONE STORE	12/09/2021	66.82
87477	91123	STREAMLINE	12/09/2021	550.00
87478	91082	TELETRAC, INC	12/09/2021	2,334.85
87479	01359	WATERMASTER	12/09/2021	31,182.50
Total for 12/9/2021:				2,053,422.03
ACH	06758	US TREASURY - PAYROLL TAXES	12/16/2021	876.14
ACH	06759	STATE OF CA - PR TAXES	12/16/2021	221.34

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	06760	STATE OF CA - SDI	12/16/2021	34.00
ACH	00152	FPUD EMPL ASSOCIATION	12/16/2021	423.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	12/16/2021	3,127.06
ACH	06758	US TREASURY - PAYROLL TAXES	12/16/2021	56,726.61
ACH	06759	STATE OF CA - PR TAXES	12/16/2021	9,566.23
ACH	06760	STATE OF CA - SDI	12/16/2021	2,409.03
ACH	06761	LINCOLN FINANCIAL GROUP	12/16/2021	7,148.19
ACH	06763	PERS - PAYROLL	12/16/2021	39,173.90
ACH	91508	CALIFORNIA STATE DISBURSEMENT	12/16/2021	589.03
87483	91513	ALCHEMY CONSULTING GROUP	12/16/2021	7,500.00
87484	91595	CLIFTONLARSONALLEN LLP	12/16/2021	9,000.00
87485	05953	CORODATA RECORDS MANAGEMENT	12/16/2021	795.59
87486	02925	DATA NET SOLUTIONS	12/16/2021	3,119.15
87487	04122	EVOQUA WATER TECHNOLOGIES LLC	12/16/2021	377.13
87488	00170	FALLBROOK WASTE & RECYCLING	12/16/2021	669.43
87489	91108	FLEETCREW	12/16/2021	834.95
87490	91544	HAZEN AND SAWYER, D.P.C.	12/16/2021	3,457.50
87491	06577	INFOSEND INC	12/16/2021	1,412.65
87492	03179	LAWSON PRODUCTS INC	12/16/2021	11.05
87493	03944	MISSION RESOURCE CONSV DISTRIC	12/16/2021	75.00
87494	91535	PAYMENTUS GROUP, INC	12/16/2021	3,541.14
87495	91426	PRINTING SOLUTIONS	12/16/2021	763.95
87496	91538	PUDGIL & COMPANY	12/16/2021	5,063.00
87497	91094	SCADA INTEGRATIONS	12/16/2021	48,225.50
87498	91498	WEST COAST TRUCK & AUTO	12/16/2021	994.77
87499	91286	AMAZON CAPITAL SERVICES, INC.	12/16/2021	1,708.69
87500	91440	BP BATTERY INC	12/16/2021	114.33
87501	03134	CALIFORNIA WATER ENVIRONMENT	12/16/2021	192.00
87502	91625	COSTELLO'S AUTO REPAIR	12/16/2021	78.47
87503	00709	COUNTY OF SAN DIEGO	12/16/2021	1,277.00
87504	91305	DXP ENTERPRISES, INC.	12/16/2021	24,569.51
87505	91585	LAUREN ECKERT	12/16/2021	94.33
87506	UB*00415	CONSUELO FARIAS	12/16/2021	3.08
87507	05560	FRANCHISE TAX BOARD	12/16/2021	50.00
87508	02170	GRAINGER, INC.	12/16/2021	1,036.63
87509	UB*00416	MARK KIRK	12/16/2021	224.41
87510	06263	LOS ANGELES TRUCK CENTERS LLC	12/16/2021	312,358.89
87511	91029	MALLORY SAFETY AND SUPPLY CO	12/16/2021	577.55
87512	02618	MC MASTER-CARR	12/16/2021	596.44
87513	UB*00414	TO THE ESTATE OF LENITA MICHAEL	12/16/2021	324.96
87514	91591	OPERATIONAL TECHNICAL SERVICES	12/16/2021	1,567.44
87515	91426	PRINTING SOLUTIONS	12/16/2021	529.56
87516	91155	QUALITY GATE COMPANY, INC	12/16/2021	125.00
87517	91107	SPECTRUM BUSINESS	12/16/2021	127.15
87518	02927	TIM STERGER	12/16/2021	60.00
87519	91091	ORNEEN TOMA	12/16/2021	360.00
87520	UB*00413	FIRST AMERICA TRUST	12/16/2021	138.79
87521	06211	UNITED IMAGING	12/16/2021	246.74
87522	03358	US BANK TRUST NA	12/16/2021	2,740.00
87523	00233	WAXIE SANITARY SUPPLY	12/16/2021	1,604.26
Total for 12/16/2021:				556,840.57
ACH	06763	PERS - PAYROLL	12/22/2021	2,585.40
87524	06359	INFRASTRUCTURE ENGINEERING CO	12/22/2021	34,676.36
87525	91574	TRUSSELL TECHNOLOGIES, INC.	12/22/2021	430.00
87526	06536	ARCADIS U.S., INC	12/22/2021	3,288.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
87527	02743	BEST BEST & KRIEGER	12/22/2021	27,646.60
87528	02176	CORELOGIC SOLUTIONS, LLC	12/22/2021	225.00
87529	06762	DENALI WATER SOLUTIONS LLC	12/22/2021	7,267.93
87530	91304	LEARNSOFT CONSULTING INC	12/22/2021	637.50
87531	91538	PUDGIL & COMPANY	12/22/2021	5,218.00
87532	91223	STERLING ADMINISTRATION	12/22/2021	125.00
87533	00101	ACWA JPIA	12/22/2021	132,842.62
87534	03223	AIR POLLUTION CONTROL DISTRICT	12/22/2021	5,700.00
87535	91286	AMAZON CAPITAL SERVICES, INC.	12/22/2021	191.46
87536	02805	ASBURY ENVIRONMENTAL SERVICES	12/22/2021	1,108.22
87537	05958	BAMM! PROMOTIONAL PRODUCTS, I	12/22/2021	5,138.44
87538	91440	BP BATTERY INC	12/22/2021	225.02
87539	06394	CALIFORNIA BANK & TRUST	12/22/2021	197,925.28
87540	91685	CALIFORNIA STATE BOARD OF EQUA	12/22/2021	350.00
87541	05949	CALIFORNIA WATER EFFICIENCY PAR	12/22/2021	1,673.10
87542	91241	LISA CHAFFIN	12/22/2021	60.00
87543	91210	CORE & MAIN LP	12/22/2021	20,445.57
87544	91008	MICHAEL COTHRAN	12/22/2021	2,084.30
87545	05192	DIAMOND ENVIRONMENTAL SERVIC	12/22/2021	238.90
87546	00169	FALLBROOK OIL COMPANY	12/22/2021	4,022.48
87547	04494	FEDERAL EXPRESS CORPORATION	12/22/2021	149.09
87548	01432	FERGUSON WATERWORKS #1083	12/22/2021	1,266.07
87549	91200	FIRST BANKCARD	12/22/2021	1,945.02
87550	91201	FIRST BANKCARD	12/22/2021	206.99
87551	91202	FIRST BANKCARD	12/22/2021	76.74
87552	91225	FIRST BANKCARD	12/22/2021	195.01
87553	91313	FIRST BANKCARD	12/22/2021	126.78
87554	91323	FIRST BANKCARD	12/22/2021	52.49
87555	91540	FIRST BANKCARD	12/22/2021	3,087.95
87556	91620	FIRST BANKCARD	12/22/2021	921.70
87557	91635	FIRST BANKCARD	12/22/2021	79.00
87558	91678	FIRST BANKCARD	12/22/2021	1,123.57
87559	05380	HACH CO	12/22/2021	1,385.57
87560	06577	INFOSEND INC	12/22/2021	1,302.67
87561	05065	JOHNSON CONTROLS SECURITY SOL	12/22/2021	613.48
87562	06479	KNOCKOUT PEST CONTROL & TERMI	12/22/2021	150.00
87563	04926	KONICA MINOLTA PREMIER FINANCE	12/22/2021	1,983.67
87564	03179	LAWSON PRODUCTS INC	12/22/2021	263.38
87565	91304	LEARNSOFT CONSULTING INC	12/22/2021	637.50
87566	90887	LLOYD PEST CONTROL	12/22/2021	142.00
87567	91461	OCEANSIDE SECURITY AGENCY	12/22/2021	2,600.00
87568	91591	OPERATIONAL TECHNICAL SERVICES	12/22/2021	2,351.16
87569	06643	SAN DIEGO LAFCO	12/22/2021	100.00
87570	06643	SAN DIEGO LAFCO	12/22/2021	658.50
87571	00236	SCRAPPYS	12/22/2021	134.97
87572	91218	DAVID SHANK	12/22/2021	52.54
87573	05415	STATE WATER RESOURCE CONTROL I	12/22/2021	80.00
87574	03197	SWRCB ACCOUNTING OFFICE	12/22/2021	27,109.00
87575	91385	VERONICA TAMZIL	12/22/2021	60.00
87576	00233	WAXIE SANITARY SUPPLY	12/22/2021	105.56
87577	91254	WESTERN PUMP, INC.	12/22/2021	570.00
87578	06231	WESTERN WATER WORKS SUPPLY CC	12/22/2021	12,456.33
Total for 12/22/2021:				516,091.92
ACH	00152	FPUD EMPL ASSOCIATION	12/30/2021	413.50
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	12/30/2021	3,027.06

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ACH	06758	US TREASURY - PAYROLL TAXES	12/30/2021	55,197.28
ACH	06759	STATE OF CA - PR TAXES	12/30/2021	9,354.19
ACH	06760	STATE OF CA - SDI	12/30/2021	2,240.89
ACH	06761	LINCOLN FINANCIAL GROUP	12/30/2021	7,107.29
ACH	06763	PERS - PAYROLL	12/30/2021	37,200.73
ACH	91508	CALIFORNIA STATE DISBURSEMENT	12/30/2021	346.15
Total for 12/30/2021:				114,887.09
Report Total (269 checks):				3,774,959.07



Jack Bebee

General Manager

FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Charley Wolk

Name & Location of Function: Ribbon Cutting

Date(s) of Attendance: 11/9/21

Purpose of Function: Public opening of the treatment plant

Sponsoring Organization: FPUD

Summary of Conference or Meeting:

I was pleased to see the number of attendees who did not have a direct interest in the project. They took time from their schedules to recognize the importance of the project.

Director Signature: [Signature]

Date: 12/13/21

The Administrative Code requires reports of conferences or meetings for which a director requests per diem or expense reimbursement. Reports must be submitted to the secretary no later than one (1) week prior to the board meeting.

Reports must be submitted before the District will pay per diem or reimbursement for the conference or meeting. Reports are not required for board or committee meetings or meetings with board or committee officers, the general manager, or the general counsel.

FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Charley Wolk

Name & Location of Function: Town Hall meeting

Date(s) of Attendance: 11/17/21

Purpose of Function: Offer more info to the ratepayers

Sponsoring Organization: FPUD

Summary of Conference or Meeting:

I was happy with the attendance, and surprised at some comments from LAFCO. I hope we have a recording.

Director Signature: [Signature]

Date: 12/13/21

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FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: _____ Jennifer DeMeo

Name & Location of Function: SDCSDA Quarterly meeting at 94th Aero Squadron Restaurant San Diego CA

Date(s) of Attendance: 11/18/2021

Purpose of Function: Education

Sponsoring Organization: Santa Fe Irrigation District

Summary of Conference or Meeting:

Good attendance outdoors at nice venue. Jack Beebe did a great job moderating a panel of experts on the subject of workplace sustainability and employee staffing and retention featuring General Managers and Water Experts from around the county. Excellent Question and answer Session followed.

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Director Signature: *Jennifer DeMeo* _____

Date: _____ 12/23/2021

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FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Jennifer DeMeo Div 3

Name & Location of Function: ACWA JPIA 2021 Fall Conference, Pasadena Convention Ctr,
Pasadena, CA

Date(s) of Attendance: November 29 and 30, 2021

Purpose of Function: Education and Networking

Sponsoring Organization: ACWA JPIA

NOVEMBER 29

9AM Program Update by JPIA Staff. Andy Sells reported that Health and Benefits Rates went down 5%, but Property will likely increase 15 to 20% next year and following due to wildfire risk in California. Cyber Insurance is a definite problem that will need to be addressed as JPIA's cost went from \$130,000 to \$900,000. The organization is in an excellent position financially with plenty of reserves to handle these future issues.

10AM Executive Committee Meeting. Standard agenda items and a longer discussion on the Cyber Liability question.

Luncheon Introduction of new Assistance Executive Officer, Adrienne Beatty.

1:30 Board of Directors Meeting - Items for vote included new members, update of conflict of interest code approve investment policy changes,, a resolution honoring Tom Cuquet for 20 years of service before he lost his recent election. Dave Eggerton presented an update on ACWA to include Pam Tobin's efforts in developing the Leadership to Leadership Program and highlight the staff's continuity of service during 2020. **FPUD was awarded the President's Award in Property and Workers Comp as well as 2 HR Bounty Awards to our staff members Jeff Wolfe and Brian Wagner!**

CWIF is currently achieving a 15.45% Rate of Return resulting in a 10 million dollar gain in the Captive. Followed by the Town Hall and the JPIA Reception.

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FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE
PAGE 2

NOVEMBER 30

10AM *The Success in Succession Planning begins with the Unique Role of the Board*

Keeping in mind the purpose for succession management is business continuity and leadership as well as key talent retention. Interesting discussion recognizing that wherever we are in the process, we need to have a concrete plan for succession.

Director Signature: *Jennifer M. DeMeo* Date: 12/3/2021

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