Agenda

Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee Meeting

3701 Marconi Avenue, Suite 100 Sacramento, CA 95821

Wednesday, September 29, 2021 3:30 p.m.

This meeting will be conducted both in-person in the Sacramento Suburban Water District's Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The Chairperson will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call. If a member of the public chooses to participate in this public meeting via videoconference and/or teleconference, please see the instructions below.

For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:

Join the meeting from a computer, tablet or smartphone: https://us02web.zoom.us/j/83781248848?pwd=V3JPdmxMaGRDL1JmUllFWStaSnpzZz09

Meeting ID: 837 8124 8848 **Password:** 576970

You can also dial in using your phone: 1 (669) 900-6833

New to Zoom? Get the app now and be ready when your first meeting starts: https://zoom.us/ Zoom uses encryption of data during Zoom meetings. The two Agencies use a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

Please mute your line.

Where appropriate or deemed necessary, the Committee may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Committee less than 72 hours before the meeting are available for public inspection at each Agency's Administrative Offices.

The public may address the Committee concerning an agenda item either before or during the Committee's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to either one of the General Managers. The Chairperson will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee September 29, 2021 Page 2 of 2

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 916.679.3972. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Call to Order

Roll Call

Announcements

Public Comment

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Consent Items

The Committee will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Committee member, staff, or interested person requests that an item be removed from the Consent Items, it will be considered with the Items for Discussion and/or Action.

1. Minutes of the August 24, 2021, CWD/SSWD 2x2 Ad Hoc Committee Meeting *Recommendation: Approve subject minutes*.

Items for Discussion and/or Action

- 2. Collaboration Opportunities
- 3. Joint Board Meeting Presentation Material
- 4. Next Meeting Date and Time
- 5. Public Comment

Adjournment

I certify that the foregoing agenda for the September 29, 2021, meeting of the Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee was posted by September 23, 2021 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and at the Carmichael Water District office, 7837 Fair Oaks Boulevard, Carmichael, CA 95608, and was made available to the public during normal business hours.

Dan York General Manager/Secretary Sacramento Suburban Water District

Agenda Item: 1

Date: September 29, 2021

Subject: Minutes of the August 24, 2021, Carmichael Water District/Sacramento

Suburban Water District 2x2 Ad Hoc Committee Meeting

Staff Contact: Dan York, General Manager

Recommended Board Action:

Approve the draft minutes of the August 24, 2021, Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee Meeting.

Attachment:

1 – Draft Minutes





Minutes

Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee Meeting

Tuesday, August 24, 2021

Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #814 8781 9422

Call to Order - Videoconference/Audioconference Meeting

Director Jones called the meeting to order at 3:31 p.m.

Roll Call

SSWD Directors

Present: Craig Locke (joined the meeting at 3:36) and Dave Jones.

SSWD Directors

Absent: None.

CWD Directors

Present: Jeff Nelson and Mark Emmerson.

CWD Directors

Absent: None.

SSWD Staff Present: General Manager Dan York, Heather Hernandez-Fort, Amy Bullock, Todd

Artrip, Jeff Ott, Dana Dean, and Susan Schinnerer.

CWD Staff Present: General Manager Cathy Lee.

Public Present: Paul Helliker, Ted Costa, and Bob Wichert.

Announcements

None.

Public Comment

None.

Consent Items

1. Minutes of the July 7, 2021, CWD/SSWD 2x2 Ad Hoc Committee Meeting

2. Minutes of the July 23, 2021, CWD/SSWD 2x2 Ad Hoc Committee Meeting

Director Jones moved to approve the Consent Items; Director Nelson seconded. The motion passed by unanimous vote.

AYES:	Emmerson, Jones, and Nelson.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

Items for Discussion and/or Action

3. Vision Statement / Framework

Sacramento Suburban Water District (SSWD) General Manager Dan York (GM York) presented the staff report and PowerPoint presentation.

Director Locke joined the meeting at 3:36 p.m.

The Committee agreed with the Vision in the PowerPoint.

Regarding the Mission Statement, the Committee recommended changing the language from "consolidation" to "collaboration/consolidation."

Regarding the Core Values, the Committee recommended changing the language from "consolidation" to "collaboration/consolidation," as well.

Regarding Goals, Director Emmerson recommended to include exploring collaboration activates that lead toward consolidation.

Chair Locke recommended the Committee meet again and put together some talking points and overall information, then have a presentation to both full Boards as an introduction meeting as well as gain some general direction.

Director Emmerson recommended staff identify programs and projects that have the potential of providing benefit to both agencies and then prioritize them.

The Committee agreed with the Activity Steps in the PowerPoint.

The Committee provided the following list of goal ideas:

- Institutional models or an organization chart for each entity
- Water supplies
- Rate parity
- Governance/Political Divisions
- Current CIP or larger projects
- Contamination plumes, to remind what the threats are such as Chrome 6, etc.
- Define place of use and points of diversion.
- Ongoing contracts
- Supply purchases

- Mutual interests
- Regulatory issues
- Debt servicing
- Current fluoride status

GM York expressed he and Carmichael Water District General Manager Cathy Lee would work together on the items listed.

4. Consideration to Change Name of Committee

GM York presented the item.

Director Emmerson recommended to remove the word "consolidation," as he was afraid it was too charged of a word.

Director Nelson disagreed, expressed he believed the Committee should keep it out there as a possibility.

Director Jones expressed he was ok with keeping the language in, as he wanted to be transparent.

Chair Locke recommended to leave it the same, and further requested to update the Goal statement.

GM York clarified that the Committee agreed to keep the name the same.

5. Next Meeting Date and Time

GM York introduced the item.

The Committee agreed to look at the week of September 27, 2021, for the next Committee meeting.

The Committee agreed to review the current topics discussed, modify the goals, discover an equitable way for the districts to go forward, and prepare for the meeting of the Joint Boards at the next committee meeting.

6. **Public Comment**

Ted Costa suggested the Committee examine additional water storage as he believed ratepayers would pay higher rates for additional water storage.

Adjournment

Director Locke adjourned the meeting at 4:49 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

Agenda Item: 2

Date: September 29, 2021

Subject: Collaboration Opportunities

Staff Contact: Dan York, SSWD General Manager

Cathy Lee, CWD General Manager

Recommended Committee Action:

Receive written staff report and direct staff as appropriate.

Background:

At the August 24, 2021, CWD/SSWD 2x2 Ad Hoc Committee meeting, staff was given direction to identify programs and projects that have the potential of providing benefit to both agencies.

Discussion:

Sacramento Suburban Water District (SSWD) and Carmichael Water District (CWD), along with five other regional water agencies, participated in the Sacramento Regional Water Utility Collaboration Study (Study) to identify opportunities for increased collaboration. The goal of the Study was to identify opportunities for additional operational and financial efficiency, and to improve service provision to customers.

The Study identified seven collaboration opportunities, jointly identified by the participating agencies for the Study. The identified opportunities listed below were arranged in alphabetical order, as there was no preference given to the priorities in the Study until the participating agencies decide on next steps following the Study.

- Distribution System Preventive Maintenance
- Human Resources
- Leak Detection
- Paving
- Standby / Emergency Operations
- Water Conservation
- Water Supply

SSWD and CWD are interested in exploring collaboration opportunities for each of the items listed above that were identified in the study.

Additionally, SSWD and CWD are interested in exploring the following collaboration opportunities. Please note that these potential opportunities are not listed in order of priority.

- Safety Training SSWD has an experienced safety professional as the Safety/Risk Officer. Staff recommends exploring opportunities of joint safety training conducted virtually by the SSWD Safety/Risk Officer. Besides the primary benefit of professional safety training, there is a secondary benefit of staff interacting and getting to know each other.
- SCADA Collaboration SSWD and CWD are both in the process of determining the
 next technology for upgrading their SCADA systems. SSWD has recently completed an
 update of the SCADA Asset Management Plan. Staff recommends working together on
 SCADA technology decisions and implementation. This may range from knowledge
 sharing, up to and including sharing of infrastructure. This has potential to be mutually
 beneficial to each agency.
- Job Shadowing/Cross Training SSWD and CWD staff perform similar tasks. Learning from each other will provide a benefit to each agency. Learning each other's processes may lead to opportunities to collaborate on Standby/Emergency Operations item identified in the Sacramento Regional Water Utility Collaboration Study. Staff recommends initiating job shadowing between SSWD and CWD Operations staff.
- High Traffic Valve PM SSWD has entered into a contract for a 2-year project to inspect and exercise all valves located in high traffic areas. Staff recommends that SSWD and CWD enter into discussions for CWD to add their high traffic valves to this project. This has the potential to be a cost savings for each agency.
- New well projects SSWD and CWD are both planning new well construction projects. Staff recommends exploring a joint RFP/contract for well and pump station construction. Staff also recognizes the potential benefits of sharing a well and working together on water supplies.
- Concrete Restoration SSWD and CWD both have contracts to outsource concrete
 restoration. The Sacramento Regional Water Utility Collaboration Study recommended
 that a regional joint paving contract appears to be an opportunity for a quick win for
 interested study participants. It is likely that a joint contract for concrete restoration
 would provide a similar benefit. Staff recommends exploring a joint RFP/contract for
 concrete restoration.
- Water Quality SSWD and CWD are interested in exploring a joint RFP/contract for laboratory services.

Pursuing many of these opportunities will further enable the agencies to work together more easily, leading to future discussions of additional collaboration that is potentially worth pursuing.

Agenda Item: 3

Date: September 29, 2021

Subject: Joint Board Meeting Presentation Material

Staff Contact: Dan York, SSWD General Manager

Cathy Lee, CWD General Manager

Recommended Committee Action:

Receive presentation which is also scheduled to be presented at the October 6, 2021, Joint Board Meeting between Carmichael Water District and Sacramento Suburban Water District. Direct staff if there are any changes to the presentation.

JOINT BOARD MEETING

CARMICHAEL WATER DISTRICT SACRAMENTO SUBURBAN WATER DISTRICT

OCTOBER 6, 2021

Cathy Lee CWD - General Manager Dan York

SSWD - General Manager

MEETING OUTLINE

- Open Public Meeting
- Introductions and Housekeeping
- Purpose of Meeting
- Public Comment
- Agencies Background
- Agencies Current Statistics
- 2x2 Ad Hoc Committee Updates
- Public Comment
- Direction/Comments from Board Members
- Close Public Meeting

PURPOSE OF MEETING

- Update CWD and SSWD Boards on 2x2 Ad Hoc Committee meetings to date.
- Receive comments/input from Directors of CWD and SSWD.
- Obtain direction from CWD and SSWD Boards on whether to continue discussions on a potential combination of the two Districts, or direct staff to continue discussions on collaboration efforts.

PUBLIC COMMENT

 Any comments from the public prior to presentation of information?

Public comment period again toward end of meeting.

CWD BACKGROUND

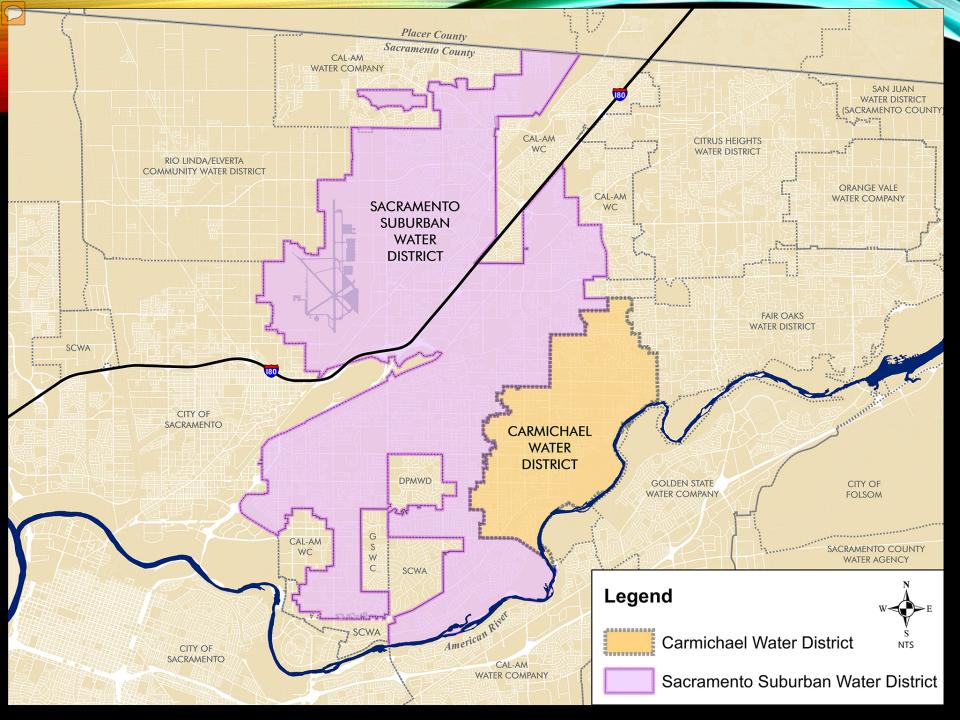
- Created in 1916, as Carmichael Irrigation District.
- Provided water for irrigation and to a small township called "Carmichael Colonies."
- Changed name to a "Water District" in 1980's due to providing water as an urban water supplier.
- Public water system number = CA3410004.

CWD MISSION STATEMENT

Committed to providing the highest quality water for the lowest feasible cost and to serving our customers with diligence, efficiency, and integrity.

CWD GOVERNANCE

Established and governed as an Irrigation District with 5 board members, each representing a division, elected at large by the customers within the entire service area.

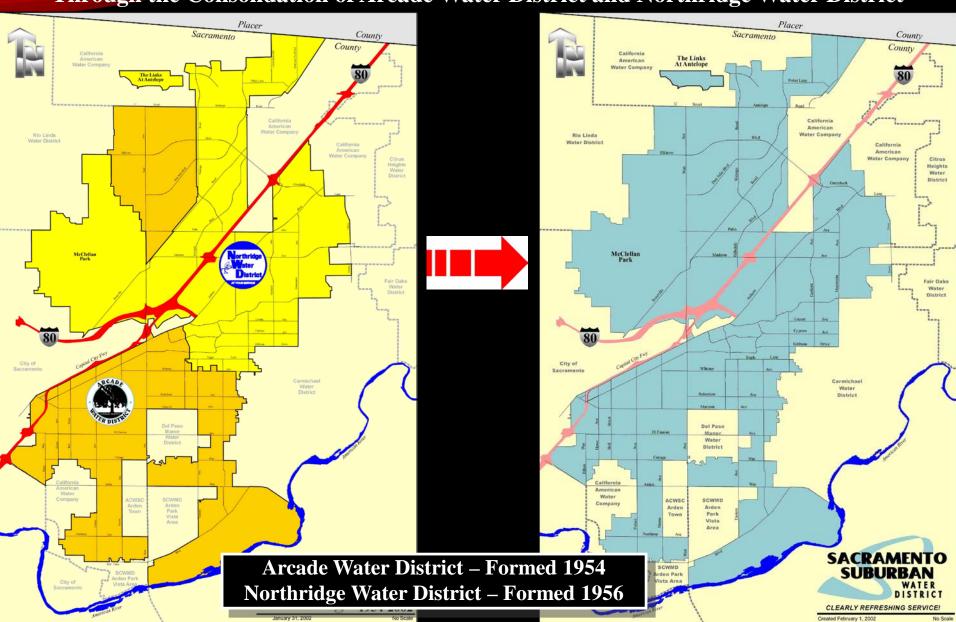


SSWD BACKGROUND

- Created by the consolidation of Arcade Water District and Northridge Water District, February 1, 2002.
- Arcade Water District formed in 1954.
 - In 1956 acquired Ben Ali Water Company which dates from the 1920's.
- Northridge Water District formed in 1956.
 - Acquired Arvin Water Company in 1986.
 - Acquired McClellan Business Park and military housing area in 1999.
- Public Water System number = CA3410001.

SSWD Created in February 2002

Through the Consolidation of Arcade Water District and Northridge Water District

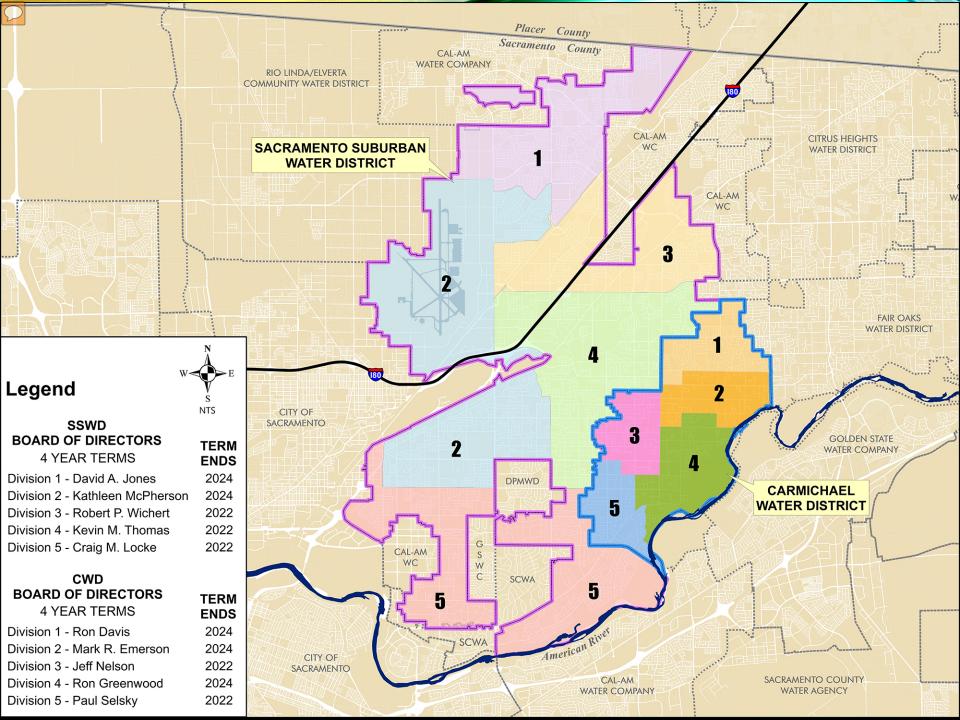


SSWD MISSION STATEMENT

To deliver a high quality, reliable supply of water and superior customer service at the lowest responsible water rate.

SSWD GOVERNANCE

Established and governed as a County Water District with 5 Board members elected by division within the service area. Must reside within the Division they represent.



CURRENT STATISTICS

SERVICE AREA	SSWD	CWD
No. of square miles	36	8
Population served	184,385	41,000
No. of connections	46,573	11,700

CURRENT STATISTICS

Distribution System	SSWD	CWD
No. of miles of water main	689	154

CURRENT STATISTICS - GROUNDWATER

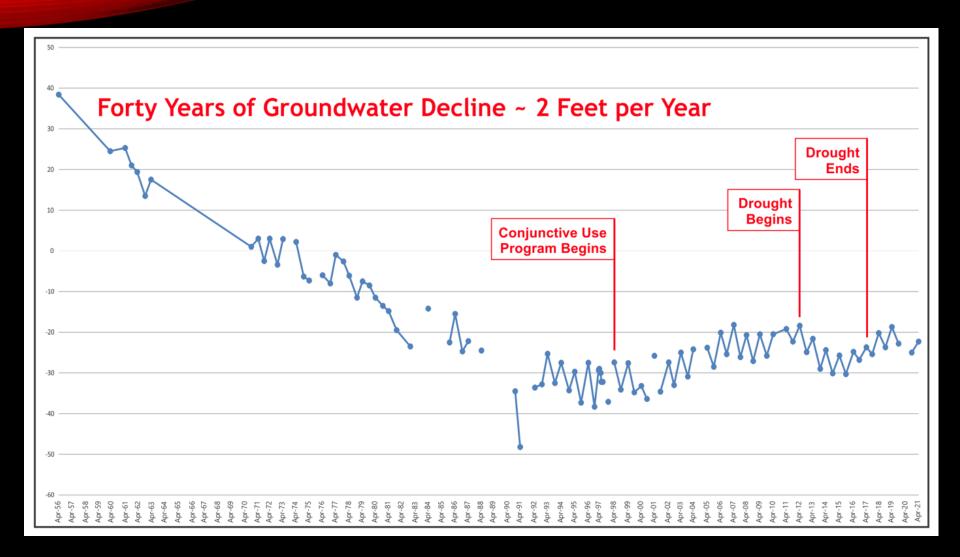
Water Production	SSWD	CWD
No. of groundwater production wells	70	4
Groundwater production capacity	115.6 MGD	7.5 MGD
Amount of water storage	15.8 MG	4 MG
2020 total production	10,781 MG or 33,086 AF	2,972 MG or 9,120 AF

CURRENT STATISTICS – SURFACE WATER

	SSWD	CWD
Water Supply	 Contractual entitlements per year: 26,064 AF - City of Sac (limited by Hodge Criteria on LAR flows) 29,000 AF - PCWA (limited by 1.6 MAF Unimpaired Inflow to Folsom Lake trigger) 	 Licensed water rights per year: Three Post-1914 rights: 32,627 AF total Priority dates: 1915, 1925, and 1949 2 licensed and 1 permitted water rights Note: Curtailed in 2014, 2015 and 2021

SSWD CONJUNCTIVE USE PROGRAM

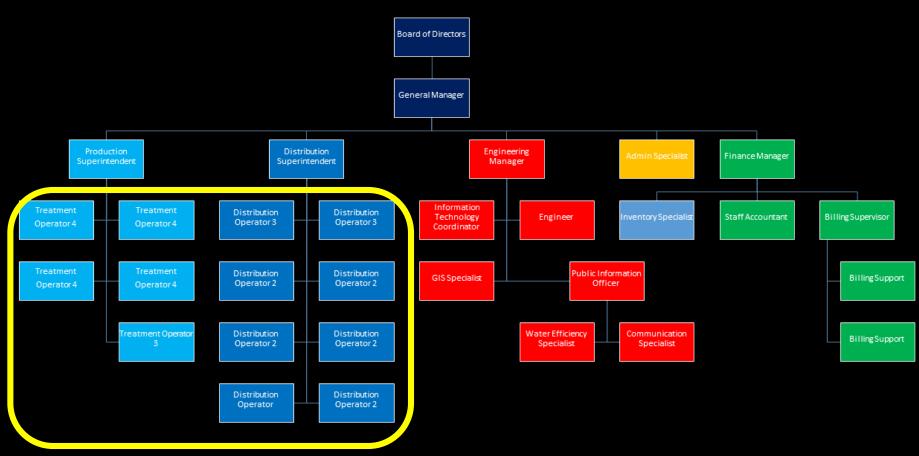
- 100% groundwater in dry and very dry years.
- 70 groundwater wells
- Surface water available in average and wet years
- Contract rights for surface water totaling 55,064 acre feet per year in average and wet years
- \$120 million investment in conjunctive use infrastructure
- Over 220,000 acre feet of groundwater banked



CWD CONJUNCTIVE USE PROGRAM

- Surface water rights available all years except for years when SWRCB curtails post-1914 water rights
 - Curtailed in 2014/2015 and in 2021 only curtailments in CWD's 100-year history
- 4 groundwater wells
 - Used in summer for peaking
- Surface water to groundwater ratio: 80/20

CWD ORGANIZATIONAL CHART 30 FTE



represented (union) employees

CWD O&M / CIP BUDGETS

FY20/21

- O&M = \$8.3 Million
- CIP = \$6.3 Million
- Debt Service = \$2.5 Million
- Reserves = \$16.5 Million

CWD WATER RATES

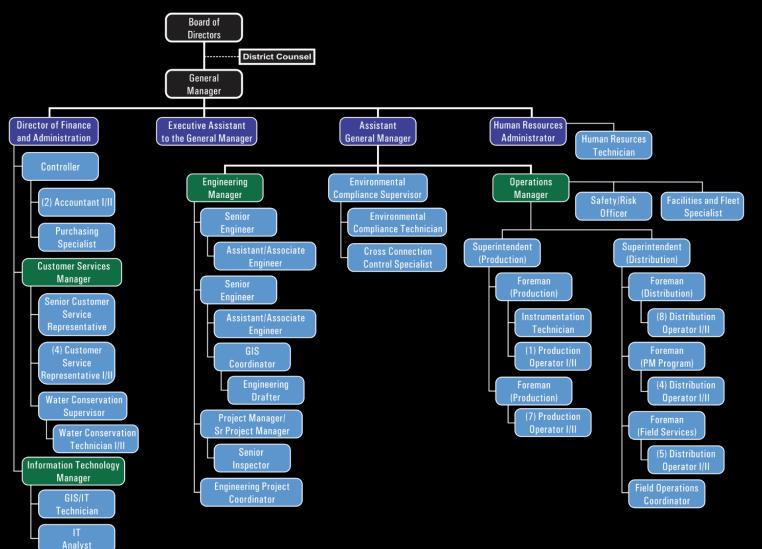
Mostly 1-inch residential meters

1" Meter: \$43.91

Water usage rate: \$1.65/CCF (every 100 cubic feet)



SSWD ORGANIZATIONAL CHART 71 FTE (NON-UNION)



SSWD O&M / CIP BUDGETS

CY2021

- O&M = \$23 Million
- CIP = \$19 Million
- Debt Service = \$7.5 Million
- Reserves = \$43.1 Million

SSWD WATER RATES

SSWD

5/8" Meter: \$32.01

* 3/4" Meter: \$44.40

1" Meter: \$69.19

Water usage rate: Residential 1st Tier (0-15 CCF) \$0.92/CCF (every 100 cubic feet)

* 34" metered rate is the major portion of SSWD's rate structure.

2X2 AD HOC COMMITTEE

- Requested by both CWD and SSWD
 - feasibility of collaboration/combination of functions
- Vision, Mission, Core Values and Goals
- Benefits and Risks of Combining Districts
- Timeline & Milestones

VISION

Provide a safe reliable water supply with increased service reliability and positive impacts to rate payers by spreading costs over a larger rate base while enhancing the ability to influence water policies and manage water supplies successfully.

MISSION

Evaluate and recommend the best course of action for collaboration and combination activities.

CORE VALUES

Be open-minded and reduce barriers to collaboration or combination, and promote the process in a positive and professional manner.

GOAL

Explore collaboration activities leading to potential combination of the two districts.

BENEFITS

Synergies:

Increased water supply reliability

Financial Benefits:

Economies of scale

Revenue stability

Increased access to capital at a lower cost

Operational Efficiencies:

Reduced exposure to regulatory penalties

Improved risk management

Maximize infrastructure

INCREASED ACCESS TO CAPITAL

- High costs associated with infrastructure maintenance
 - Upgrade, retrofit, and resiliency with rising costs
- Combination Advantages
 - Pooled resources
 - Larger rate base
- Additional Investors
 - Bonds: better rating
 - Loans: better terms and interest rates

REVENUE STABILITY

- Major upcoming changes and rehabilitation in water utility industry
- Combination = larger rate base
 - Diverse water users (residential, industrial, commercial, and etc.)
 - Less vulnerable to revenue shortfalls
- Capacity Optimization
 - Diverse users = broader time/day of use
 - Capacity and storage considerations

MOVING FORWARD -KEY CONSIDERATIONS

- Up-front costs
- Up-front and longer-term savings
- Real and perceived unequal distribution of benefits
- Savings timeline
- Different starting points, and
- Unequal or conflicting incentives

KEY CONSIDERATIONS UP-FRONT COSTS

- Combination Analysis
 - Water system assessment
 - System/infrastructure improvements
 - Physical interconnections
 - Water supply/rights analyses
 - Financial evaluations
 - Revenue & Expenses
 - Rates
 - Staffing, personnel, positions
 - Benefits & Retirement
 - CEQA and LAFCo-required Studies
 - Governance
 - Board/Committees
 - Implementation Plan

HIGH LEVEL ANALYSIS

High level analysis of combination:

Governance/Board of Directors

Water Supplies / Issues

Plumes/Regulatory Threats

Administration

Staffing

Customer Assurance

Stakeholder outreach and customer polling

^{*} These factors will help determine best form of new agency

BENEFITS OF A COMBINATION

- 1. Surface Water Rights
 - Perfecting Beneficial Use
- 2. Supply Reliability through Diversification
 - More Effective Water Management and Reliability
- 3. Water Transfers
 - Improved Conjunctive Use; Monetize Unused Assets
- 4. Infrastructure
 - Maximize Potential and Cost-effectiveness of Existing and Future Infrastructure Planning
- 5. Economies and Efficiency
 - Stronger Organization Top-To-Bottom
- 6. External Affairs
 - Stronger Voice and Influence Regionally and Statewide

ON-GOING DISTRICT WATER RESOURCES ISSUES

- Carmichael Water District
 - Desire to increase reliability of dry year supplies
- Sacramento Suburban Water District
 - Continued reliance on groundwater alone in dry years or low flow periods in the lower American River
 - Unreliability and costs of surface water supply contracts
- Both Districts desire to more fully utilize existing assets
 - Water supplies and facility capacities

DISCUSSION POINTS

- 1. State Oversight and Intervention
 - Heightened Interest in Water Rights, Contracts
 - More frequent curtailments
- 2. Climate Change and the Environment
 - 20th Century Weather an Anomaly?
- 3. Sacramento County and the Region
 - 21 Different Agencies Responsible for Water in Sacramento County
- 4. Culture of CWD and SSWD
 - CWD and SSWD are Taking a Broad View Looking Beyond Historic Boundaries
- 5. Stakeholder Interviews
 - Questions, Observations, Impressions

DISCUSSION POINTS

- 6. Synergies
 - Perfecting Beneficial Use, More Effective
 Management of Contractual Water, Maximize
 Value of Unused Assets, Ability to Comprehensively
 Plan for Needed Improvements and Infrastructure
- 7. Greater Economy and Efficiency of a Combined Organization
 - Stronger Management, Depth, Specialization, Ability to Defer Some or Mitigate Cost of New Personnel, Sharing of Facilities, Greater Ease of Rate Stabilization

RECENT CHANGES IN WATER SUPPLY RELIABILITY

- Changes in Drinking Water Regulations
 - Unresolved Radon Rule
 - Hexavalent Chromium MCL. The Public Health Goal was set at an extremely low level
 - The unregulated contaminant monitoring rule (No.3) will result in additional constituent regulations (1,2,3 TCP and PFAS)

COMMUNICATION AND OUTREACH

- 1. Identification of Issues
 - Water Cost, Quality, Dependability, Access, Organization and Governance, Debt, Reserves, Rates
- 2. Stakeholders
 - Customers, Public, LAFCo, Local, State and Federal Agencies, Boards of Directors, Executive Staff, Employees
 - a. Interviews
 - 2x2 Ad Hoc Committee, Boards, Wholesale Agencies, Cities, Counties
 - b. Comments and Questions
 - Phase 1, Phase 2, Hypothetical District, Political and Organizational Structure, Cost, Rates, Contracts, Budget, Finance
- 3. Summarize Concerns from Initial Outreach

GOVERNMENTAL RESTRUCTURING

- 1. Combination
 - Why Reorganization vs. Collaboration?
- 2. Irrigation District vs. County Water District
 - Advantages/Disadvantages
- 3. Successor Agency
 - Sacramento Suburban Water District as a County Water District

GOVERNMENTAL RESTRUCTURING

- 1. Hypothetical Model Reorganized District
 - Communities, Population, Customers Served, Demographics
- 2. Board of Directors
- 3. Organizational Charts
 - Transitional Structure
 - Executive Management

ACTIVITY STEPS

Step 1 Consolidation Discussions





Step 4 Completion



- 2X2 Ad Hoc Committee
- Committee and Staff Information
- Boards
 discussion &
 approval to
 continue
 activities



- Governance
- Capital and O&M
- Staffing
- EE Benefits
- Consultant
- Public Outreach
- Boards discussion & approval to continue activities



- LAFCo App.
- Division of Drinking Water
- Water Rights& Contracts
- Public Outreach
- Boards
 discussion &
 approval to
 continue
 activities







One district





TIMELINE

- Step 1
 - June/July 2021 Respective Boards made a decision to move forward with a 2X2 Ad Hoc Committee
- Step 2
 - October 6, 2021 Joint Board meeting to receive Board direction from both districts to begin combination analysis.
- Future Steps
 - If SSWD and CWD Boards decide to pursue a combination at the October 6, 2021 or a later meeting, staff would present a timeline for required studies, including CEQA review, and other steps leading up to the filing of applications with Sacramento LAFCo and Division of Drinking Water for a proposed combination
 - Application filings would probably take place at the earliest in mid- to late-2022

PUBLIC COMMENT

DIRECTION/COMMENTS FROM BOARDS

- Staff would like direction on where to go from here, understanding:
 - No detailed evaluation of alternatives has been completed
 - Many questions remain to ask and answer
 - If the decision is made to investigate further, questions will be answered and brought back to boards for decisions on where to go next.

SUGGESTED PATH FORWARD

- Direct staffs and counsel to provide additional detail on some or all remaining options in a phased approach.
- Phase 1 could include:
 - Additional detailed description of options
 - "Fatal Flaw" analysis
 - Rough schedule and cost estimates to proceed
 - Discussion of impacts of not proceeding
- Work could continue through the 2x2 committee with review by joint Boards at key decision points
- Future phases dependent on future joint Board action.