

Agenda  
Sacramento Suburban Water District  
**Regular Board Meeting**

3701 Marconi Avenue  
Sacramento, California 95821

Monday, February 26, 2024  
6:00 p.m.

**This meeting will be conducted both in-person in the 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 President will call for public comment on each agenda item at the appropriate time.**

**Portions of this meeting will be conducted by teleconference in accordance with Government Code section 54953(b). The teleconference locations for the meeting are as follows: (1) District boardroom at the above address, and (2) 26033 Cape Drive #461, Laguna Niguel, CA 95677; telephone number (916) 768-3440. Each teleconference location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.**

**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/83408304273?pwd=NTIwditWREswNTdRNTFPYXJSZWxTdZ09>

**Meeting ID: 834 0830 4273**

**Password: 216090**

**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 District uses 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 Board 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

Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Board concerning an agenda item after the staff presentation but before Board'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 the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

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**

### **Pledge of Allegiance**

### **Roll Call**

### **Announcements**

### **Public Comment**

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to 3 minutes.

### **Closed Session (Closed Session Items are not opened to the public)**

1. Conference to provide the District's labor negotiator, Director Robert Wichert, with direction concerning changes to the General Manager's compensation and benefits; Government Code sections 54954.5(f) and 54957.6.
2. Conference with legal counsel--existing litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1); *Sacramento Suburban Water District v. The 3M Company, et al.*, United States District Court for the District Of South Carolina, Charleston Division, MDL No. 2873 (PFAS contamination claims).

### **Report Out from Closed Session and Open Session to begin at approximately 6:30 p.m.**

### **Consent Items**

The Board 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 Board member requests that an item be removed from the Consent Items, it will be considered with the Items for Discussion and/or Action.

3. Draft Minutes of the January 22, 2024, Regular Board Meeting  
***Recommendation: Approve the Draft Minutes of the January 22, 2024, Regular Board Meeting.***
4. Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop  
***Recommendation: Approve the Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop***
5. Treasurer’s Report  
***Recommendation: Approve the items in the report as recommended.***
6. Policy Review - Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)  
***Recommendation: Approve the Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) with changes. Approve the review period to be updated to every two years.***
7. 2024 Legislation Support Request  
***Recommendation: Staff recommends the Board take a position of “Support” on two specific bills.***

**Items for Discussion and/or Action**

8. General Manager Employment Agreement  
***Recommendation: Approve and authorize President Kevin Thomas to execute the amended Employee Agreement with Dan York, General Manager.***
9. RiverArc Project  
***Recommendation: Direct staff to further investigate the District’s participation in the RiverArc Projects for diversion of water from the Sacramento River.***
10. Agreement Between the City of Sacramento and Sacramento Suburban Water District for American River Terms for Ecosystem Support and Infrastructure Assistance Needs  
***Recommendation: Authorize the General Manager to Execute the Agreement Between the City of Sacramento and Sacramento Suburban Water District for American River Terms for Ecosystem Support and Infrastructure Assistance Needs.***
11. Early Redemption of Debt Analysis  
***Recommendation: Receive presentation and direct staff as appropriate.***
12. Progressive Design-Build Projects – 2024 Milestones  
***Recommendation: Accept the 2024 Milestones for Sacramento Suburban Water District’s Progressive Design-Build Projects.***

13. Carmichael Water District/Sacramento Suburban Water District Combination Discussion Update  
*Recommendation: Receive presentation and direct staff as appropriate.*
14. Groundwater Well Asset Management Plan Implementation Status  
*Recommendation: Receive status update from staff and approve a revised Groundwater Well Asset Management Plan Implementation Schedule.*
15. Water Meter Asset Management Plan Implementation Status  
*Recommendation: Receive status update from staff and provide appropriate direction.*

### **General Manager's Report**

16. General Manager's Report
  - a. Grant of Easement and Right of Way
  - b. SMUD Coordination Update
  - c. Storm Response

### **Department/Staff Reports**

17. Groundwater Well Status Report
18. Engineering Report
  - a. Major Capital Improvement Program Projects
  - b. Planning Documents
  - c. Other Projects
19. Financial Report
  - a. Financial Highlights
  - b. Financial Statements
  - c. Budgets
20. District Activity Report

### **Information Items**

21. Sacramento Local Agency Formation Commission Special District Election and Association of California Water Agencies Committee Appointment Results
22. Upcoming Water Industry Meetings/Conferences
23. Upcoming Policy Review
  - a. Employee Compensation Policy (PL – HR 002)
  - b. Workplace Dishonesty Policy (PL – Adm 006)

### **Director's Reports (Per AB 1234, Directors will report on their meeting activities)**

24.
  - a. Regional Water Authority (Director Wichert)  
None.
  - b. Sacramento Groundwater Authority (Director Boatwright)  
None.
  - c. Director Reports – AB 1234

### **Director's Comments/Staff Statements and Requests**

The Board and District staff may ask questions for clarification and make brief announcements and comments, and Board members may request staff to report back on a matter or direct staff to place a matter on a subsequent agenda.

### **Adjournment**

### **Upcoming Meetings**

Thursday, March 7, 2024, at 4:00 p.m., Facilities and Operations Committee Meeting

Monday, March 18, 2024, at 6:00 p.m., Regular Board Meeting

I certify that the foregoing agenda for the February 26, 2024, meeting of the Sacramento Suburban Water District Board of Directors was posted by February 16, 2024, in a publicly accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was freely available to the public.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District



## Agenda Item: 3

**Date:** February 26, 2024

**Subject:** Draft Minutes of the January 22, 2024, Regular Board Meeting

**Staff Contact:** Dan York, General Manager

**Recommended Board Action:**

Approve the Draft Minutes of the January 22, 2024, Regular Board Meeting.

**Attachment:**

1 – Draft Minutes of the January 22, 2024, Regular Board Meeting

Attachment 1

**Minutes**

Sacramento Suburban Water District

**Regular Board Meeting**

January 22, 2024

**Location:**

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #816 8301 7763

**Call to Order**

President Thomas called the meeting to order at 6:00 p.m.

**Pledge of Allegiance**

President Thomas led the Pledge of Allegiance.

**Roll Call**

Directors Present: Jay Boatwright, Craig Locke, Dave Jones, Kevin Thomas, and Robert Wichert.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Lynn Pham, Mitchell McCarthy, Mitch Jackson, Howard Moreland, Dana Dean, Jeff Ott, Ben Harris, Aaron Caudillo, Monica Vazquez, David Armand, and Todd Artrip.

Public Present: Jennifer Harris, Helen Harris, Sam Harris, Caroline Harris, Jessie Harris, Isla Harris, and Kyler Rayden.

**Announcements**

General Manager Dan York (GM York) announced:

- The parties to the Citrus Heights Water District versus San Juan Water District CEQA lawsuit have settled the lawsuit. It will be dismissed on terms favorable to SSWD. He expressed that the District is being dismissed with prejudice so can't be re-sued for the same issue and is specifically exempted from any liability for attorneys' fees.
- The 2024 Safety Calendars were at the dais for each Director and available for the public as well.

**Public Comment**

None.

**Consent Items**

1. **Draft Minutes of the December 18, 2023, Regular Board Meeting**

2. **Treasurer’s Report**
3. **Policy Review - Electronic Communication Management and Retention Policy (PL - IT 003)**
4. **Agreement Between Del Paso Manor Water District and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties**
5. **Cancel the April Regular Board Meeting and Scheduled a Special Board Meeting in its Place**

President Thomas noted there was public comment on Item 2.

Director Wichert requested to pull Item 4 for discussion.

Director Wichert moved to approve Items 1, 3, and 5; Director Boatwright seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Regarding Item 2, Jennifer Harris (Ms. Harris) inquired what the customer refunds were for.

Jeff Ott (Mr. Ott) expressed they were refunds to customers, primarily for overpayment after a customer has sold their house.

Director Wichert moved to approve Item 2; Director Boatwright seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Regarding Item 4, Director Wichert pointed out that the staff report noted there would be no fiscal impact, however, he expressed there would be a fiscal impact. He additionally pointed out that he felt the rate should include the fixed charges, as he did not think it was appropriate to only charge for the cost of water.

Mr. Ott provided an explanation of the rate structure.

Director Locke expressed it was a very minimal difference and expressed he was ok with the way the rate was structured.



Director Boatwright echoed Director Locke’s comments.

Director Wichert moved to approve the staff recommendation for Item 4; Director Locke seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

**Items for Discussion and/or Action**

6. **Resolution No. 24-01, Honoring Ben Harris on his Retirement**

GM York presented the staff report.

Director Boatwright moved to approve the staff recommendation; Director Locke seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

GM York presented Ben Harris (Mr. Harris) with the ceremonial Resolution.

Mr. Harris expressed that the District was one of the best organizations he has ever worked for, stating the staff is very motivated, accepting, and that he was pleased to finish out his career at the District.

7. **Progressive Design-Build Projects – 2024 Milestones**

Mitchell McCarthy (Mr. McCarthy) presented the staff report and answered clarifying questions.

Director Boatwright inquired if staff could include the entire period for the foundation construction in the milestone table, not just the completion.

Director Wichert expressed he appreciated the milestone table, and further requested if the start and end date could be included in each table, as well as a dollar figure for each milestone. He clarified that he was interested in how much will have been spent by the time each milestone is reached.

Mr. McCarthy expressed he would amend the milestone table to include what the Directors requested.

Director Wichert additionally commented that if the Department of Water Resources was flexible with the project end date going past the deadline date, that staff get that in writing.

Director Boatwright pointed out a typo that the Wells 81/82/83 “Paving” date should be May of 2025, not 2024.

Director Wichert requested staff bring this item back to the February regular Board meeting with the requested changes and any updates.

Ms. Harris asked clarifying questions.

Mr. McCarthy provided answers for Ms. Harris.

8. **Groundwater Well Asset Management Plan Implementation Status Update**

Todd Artrip (Mr. Artrip) introduced Howard Moreland and presented the staff report.

Director Wichert requested a meeting offline with the General Manager to review the work in progress.

9. **Carmichael Water District/Sacramento Suburban Water District Combination Discussion Update**

GM York presented the staff report and answered clarifying questions.

Ms. Harris inquired about District debt.

**General Manager’s Report**

10. **General Manager’s Report**

GM York presented the staff report.

a. *Regional Collaboration Information*

Mr. Artrip presented the staff report.

**Department/Staff Reports**

11. **Groundwater Well Status Report**

Tommy Moulton presented the staff report and answered clarifying questions.

Director Wichert recommended staff present their concerns to the SMUD Board of Directors regarding their process and timelines related to new services and upgrading of existing services, and their policy requirements preventing an existing 3-wire service from being re-energized until upgraded to a 4-wire service.

12. **Engineering Report**

Mr. Dean presented the staff report and answered clarifying questions.

Director Wichert suggested staff try to contact the manufacturers directly as much as possible for delay concerns.

Mr. Dean expressed that he agreed that this could be beneficial, and also that Auburn Constructors has been pursuing such paths to control schedule impacts and will continue to do so.

Mr. McCarthy provided clarifying information about the Enterprise Reservoir project that the integrator's project personnel had changed and further delays by the integrator were expected as a result.

*a. Major Capital Improvement Program Projects*  
A written report was provided.

*b. Planning Documents*  
A written report was provided.

*c. Other Projects*  
A written report was provided.

**13. Financial Report**

Mr. Ott presented the staff report.

*a. Financial Highlights*  
A written report was provided.

*b. Financial Statements*  
A written report was provided.

*c. Budgets*  
A written report was provided.

**14. District Activity Report**

Mr. Artrip presented the staff report.

**Information Items**

**15. Certificate of Achievement for Excellence in Financial Reporting**  
Lynn Pham presented the staff report.

**16. Association of California Water Agencies/Joint Powers Insurance Authority H.R. LaBounty Safety Award**  
Mr. Artrip presented the staff report.

**17. Upcoming Water Industry Meetings/Conferences**  
A written report was provided.

18. **Upcoming Policy Review**

A written report was provided.

- a. *Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)*

**Director’s Reports (Per AB 1234, Directors will report on their meeting activities)**

19. a. Regional Water Authority (Director Wichert)

None.

- b. Sacramento Groundwater Authority (Director Boatwright)

None.

- c. Director Reports – AB 1234

Director Jones provided an oral report of the meeting he had with the General Manager on December 12, 2023.

President Thomas provided an oral report of the Del Paso Manor Water District Board Meeting he attended on December 5, 2023; the meeting he had with the General Manager on December 11, 2023; and the RWA Water Forum Meeting he attended on December 12, 2023.

Director Wichert provided an oral report of the RWA Executive Committee Meeting he attended on December 19, 2023.

**Committee Reports**

20. a. Carmichael Water District/SSWD 2x2 Committee Meeting (Director Locke)

The Minutes from the December 13, 2023, meeting were provided.

**Director’s Comments/Staff Statements and Requests**

None.

**Closed Session (Closed Session Items are not opened to the public)**

The Board convened in Closed Session at 7:35 p.m. to discuss the following:

21. Public Employee Performance Evaluation Involving the General Manager Under Government Code Section 54954.5(e) and 54957.
22. Conference to provide the District’s labor negotiator, Director Robert Wichert, with direction concerning changes to the General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

**Return to Open Session**

The Board convened in Open Session at 8:01 p.m.

23. **Report from Closed Session.**  
There was no reportable action.

**Adjournment**

President Thomas adjourned the meeting at 8:02 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District

DRAFT



## **Agenda Item: 4**

**Date:** February 26, 2024

**Subject:** Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop

**Staff Contact:** Dan York, General Manager

**Recommended Board Action:**

Approve the Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop.

**Attachment:**

1 – Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop

## Minutes

Sacramento Suburban Water District  
**Special Board Meeting – Public Information Workshop**  
January 31, 2024

### Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #874 1404 2040

### Call to Order

President Thomas called the meeting to order at 6:30 p.m.

### Pledge of Allegiance

President Thomas led the Pledge of Allegiance.

### Roll Call

Directors Present: Jay Boatwright, Dave Jones, Craig Locke, Kevin Thomas, and Robert Wichert.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, and Jeff Ott.

Public Present: Legal Counsel Josh Horowitz, Mark Emmerson, Ron Davis, Paul Selsky, Jeff Nelson, Carl Jones, Christine Kohn, Bill Holman, Ted Costa, Robert Mattioli, Jennifer Harris, Ellen Cross, Jennifer Persike, Cathy Lee, Cody Brown, Keith Coolidge, Andrew Consiglio, Paul Helliker, Jane Jackson, Bruce Hartzell, Kristin Dobbin, Ski Brown, Joy Hahn, Mary Sullivan-Trivett, Marti Ikehara, Perry Stont, Raymond Martin, Lois Ranftle, Teresa Aguilar, Patricia Towne, Matt Dohns, Sal Aguilar, Edward Hard, Emily Alejandro, Gerald Brink, Jayna Kapinshise, Julie Parrish, John Parrish, Rosalind Irvin, and Jackie Kelso.

### Announcements

None.

### Public Comment

Bill Holman stated he lives near Auburn Boulevard and Norris Avenue and expressed concern over District employee's safety accessing the nearby wellsite, noting the traffic is dangerous in that area.

### Items for Discussion and/or Action

1. **Public Information Workshop: Exploring a Study on Potential Combination with Carmichael Water District**

President Thomas introduced Jennifer Persike (Ms. Persike), who facilitated the Public Information Workshop. Ms. Persike introduced each Director, provided a brief explanation of the circumstances that led to the Public Information Workshop, and presented the beginning of the PowerPoint presentation.

Ms. Persike introduced General Manager Dan York (GM York) who continued presenting the PowerPoint presentation.

Upon conclusion of the PowerPoint presentation, Ms. Persike invited the members of the public to address the Board with their questions.

*The following summary captures the main themes and viewpoints expressed by the public during the Public Information Session.*

**Condition of Infrastructure:** Participants inquired about the condition of Carmichael Water District (CWD) and Sacramento Suburban Water District (SSWD) systems and whether they are comparable, the rate of return on infrastructure projects and whether SSWD's infrastructure is aging faster than improvements are made.

**Equitable Distribution of Infrastructure Costs:** Attendees questioned potential subsidization of infrastructure costs in one area by residents of another. Clarification was sought on how the combination evaluation would achieve a fair split in costs among residents.

**Rates and Costs:** Questions were raised about the short-term costs of combination and whether these costs would be passed on to ratepayers. Participants questioned potential cost savings from combination related to capital improvement projects. Questions were raised about the rate difference between CWD and SSWD.

**Favorable to Combination:** Several attendees shared favorable perceptions on combination, including potential benefits of combining groundwater and surface water resources for greater reliability, increased negotiation power, and enhanced opportunities for employees.

**CWD Perceptions on Combination:** An attendee shared perceptions from the CWD workshop, suggesting resistance to combination among attendees and the CWD Board. Questions were raised about the rationale for discussing combination if there is uncertainty about CWD's interest.

**Status of Discussions:** Attendees sought information on the current status of the decision process and whether joint meetings of CWD and SSWD Boards of Directors had occurred.

**Governance:** Questions were asked about the number of Directors in a combined district and how divisions would be identified.

**Approval Process and Public Vote:** Questions were raised about whether the combination process would require ratepayer approval and a public vote. Attendees



also sought clarification on the decision-making process through the Sacramento Local Agency Formation Commission (LAFCo).

### **Detailed Discussion Points**

- One attendee who resides in Arden-Arcade questioned whether everyone in every water district or division pays the same maintenance rate for infrastructure, regardless of their location. Additionally, he asked about potential subsidization of infrastructure costs in one area by residents of another. He sought clarification on how the combination evaluation would be conducted, with a focus on achieving an even or fair split in the combined district's costs among the residents.
- GM York explained that all ratepayers within SSWD pay the same fixed rate according to service size. He described a "pay as you go" program as part of Capital Improvement Program (CIP) and emphasized that the rates are designed to cover the costs of infrastructure improvements and replacement. He also highlighted asset management plans to determine the allocation of funding based on priority projects.
- Director Locke added that, during the combination study, it was found that CWD and SSWD generally invest in infrastructure at a similar rate and budget percentage. He emphasized that decisions about funding CIP projects are made based on the district as a whole, prioritizing projects with the biggest return on investment and the greatest need, without considering which specific area the projects are located in.
- One attendee asked about the rate of return on infrastructure projects, asking whether SSWD's infrastructure is aging faster than the District is able to improve it. He also asked about the age of the water mains.
- Director Locke responded that SSWD does a better job at replacing infrastructure than most districts, but the issue of infrastructure aging faster than can be replaced is prevalent statewide. He mentioned that the oldest mains in SSWD are around 60 to 70 years old.
- GM York emphasized the prioritization of addressing leaky mains.
- Director Locke explained that the state has mandated a focus on non-revenue water, prompting the examination of leaks within the water system. The changing regulatory environment necessitated an effort to stay ahead of increasing regulatory costs.
- Director Wichert added that SSWD had a condition assessment program that looks at the District as a whole, identifying areas that need work regardless of age. He expressed the belief that, in the combined districts, a similar program would be established to address infrastructure needs effectively.

- One attendee, a CWD customer, shared her perceptions and thoughts on combination, noting that she attended the January 24, 2024, CWD Public Information Workshop. One perception was that the CWD Workshop attendees were against the potential combination and that the CWD Board of Directors mentioned that there are no compelling reasons to move forward with combination. She questioned whether combination would produce cost savings in the area of capital improvements. She also expressed her opinion that one of the top benefits of combination would be greater power to negotiate and increased opportunities for employees.
- Director Wichert suggested that the CWD Board might have been reacting to their constituents, listening to the room, and avoiding conflict.
- President Thomas clarified that there are compelling reasons to combine related to the region's resources and their management.
- As an example of a compelling reason, Director Locke emphasized the importance of using all the region's surface water rights. He highlighted the need to protect water rights by putting more water to beneficial use, thus safeguarding those rights for use in the Sacramento region.
- Regarding power of negotiations, Director Wichert noted how SSWD, as a larger entity, was able to address a consistent contractor shortage that has been prevalent over the past several years. As a larger entity, SSWD was able to negotiate an exclusive contract with a groundwater pump company at a cost-effective rate to ensure reliable service.
- Director Locke provided an example of how employees could benefit from combination, highlighting the advantage of having a larger department, such as IT, which ensures more institutional knowledge and resilience to individual departures.
- One attendee raised several questions, including the current status of the decision process and whether there have been joint meetings of the CWD and SSWD Boards of Directors. She also asked how the SSWD and CWD system boundaries were determined, noting that she lives in Carmichael but is a SSWD customer, whether the condition of the CWD and SSWD systems are similar, and if short-term combination costs would be passed on to ratepayers. Later, she expressed her opinion that the water quality in SSWD is better than in CWD.
- Director Wichert provided information about the joint Board meeting held October 24, 2023, mentioning the voting outcomes on matters like the number of board members and the decision to become a County Water District. He clarified that there will eventually be a vote by both CWD and SSWD Boards on whether to proceed with the combination.
- Director Locke addressed the question about the water systems, stating that they are fairly similar.

- Director Wichert responded by mentioning that he lives in Citrus Heights and receives SSWD water. SSWD legal counsel Josh Horowitz (Mr. Horowitz) added that the boundaries were drawn in a somewhat arbitrary manner during the development of suburban areas, leading to the establishment of separate water districts.
- Regarding start-up costs, it was explained that such costs would likely come from reserves and not from a rate increase.
- One attendee, a SSWD customer, observed that there hasn't been significant backlash from her community (Fulton-Marconi) regarding the potential combination. She mentioned that one individual who attends SSWD meetings was fairly okay with the idea of combination, which had an impact on her perspective. She also expressed appreciation for the detailed information provided at the SSWD meeting and mentioned her intention to submit a request for a speaker to attend her Neighborhood Watch group or community group to discuss the potential combination.
- One attendee raised a question about the expected lifespan of new pipes, presuming that modern replacements last longer than those installed 50 years ago. He inquired about how the expected lifespan of pipes impacts the average cost for capital projects. He also asked whether the fact that the CWD and SSWD service areas are more fully developed makes it easier to plan for capital improvements compared to those experiencing growth or contraction.
- Assistant General Manager Matt Underwood responded that SSWD is currently installing ductile iron-type pipes with a life expectancy of 100 years. Additionally, when the audience asked about water meters, he mentioned that water meters have a different track with a lifespan of 20 to 25 years due to the technology involved.
- Another response indicated agreement with the attendee's observation that the areas served by the districts are built out, meaning there is little room for additional development.
- Director Locke noted that when a district is growing, developers typically contribute to new infrastructure, and that increasing costs for projects and materials, such as fire hydrants, make planning more challenging.
- One attendee, an SSWD customer, asked about the rate comparison information in the presentation, noting that CWD's average monthly payments are slightly higher than SSWD's. He wondered whether the rate difference would persist in the event of a combination.
- Director Locke responded that predicting future rates after combination is challenging. He mentioned that the data showed SSWD's slightly lower costs because it is a larger district, which brings about efficiency.

- GM York added that differences in meter sizes also contribute to rate variations, and he provided an example of a customer in CWD downsizing their meter to reduce monthly rates.
- One attendee, a renter in the SSWD area, questioned where her voice could be heard in the discussions. She expressed uncertainty about the base rate for water and that her water bill underwent a significant increase, from \$55 to \$75. She suggested that SSWD should mandate that renters be told how much they are paying for water.
- President Thomas emphasized that the customers' opinion should be considered and suggested that she contact her rental agency to obtain information about rates.
- One attendee asked whether the combination process would require the approval of ratepayers and a public vote.
- Director Locke explained that the process depended on the LAFCo regulations.
- Mr. Horowitz further clarified that the districts would file an application with LAFCo, and if they agree to move forward, there would be a public comment period during which ratepayers and property owners could voice their opinions. If 25 to 50 percent of the affected individuals protest, it could trigger a vote. He mentioned the possibility of a special election in the county with mailed ballots in such a scenario.
- One attendee questioned whether the Board's favorable stance on combination aligns with the sentiments of ratepayers and if there is hope of bringing CWD along in the process.
- Director Wichert emphasized the importance of closely monitoring the next CWD-SSWD joint board meeting, scheduled for March 4, 2024.
- One attendee sought clarification on the voting process and whether constituents could express dissatisfaction with the combination through voting. They also asked about the number of directors in a combined district and how divisions would be identified.
- Director Wichert explained that they would draw up seven divisions within the combined district and that the process requires public input and oversight by the Sacramento County Registrar of Voters.
- One attendee asked what would happen if CWD doesn't want combination, but SSWD does. She sought clarification on how the decision-making process would unfold through LAFCo in such a scenario.
- Mr. Horowitz clarified that nothing would happen unless both districts apply for combination. Both Boards would need to adopt similar resolutions in favor of

combination. LAFCO's role would come into play when they file the application. LAFCO processes the application, reviews maps and other information provided.

- An attendee from CWD expressed concern about the lack of notice for the Public Information Workshops and suggested that a notice be sent to everyone to increase awareness. The attendee mentioned that people might not know about the meetings and, in her case, didn't know to attend.
- It was mentioned that postcards were mailed to all SSWD and CWD customers, and the meetings were also noticed on KCRA 3, Inside Arden, the Carmichael Times, and other platforms.
- One attendee expressed that the most compelling reason for consolidation would be the combination of groundwater and surface water resources, emphasizing the potential for conjunctive use as a significant benefit.
- A question was raised was about the current interest rate for debt. The response provided was that the interest rate for debt is approximately 2.2 percent.
- One attendee questioned the rationale behind discussing combination if there is no assurance that the CWD Board is interested in pursuing it.
- An attendee raised a question, suggesting that a count should be taken among the people present to determine how many are in favor and how many are against the combination.

Ms. Persike closed the public comment section of the meeting, and opened the Open House section of the meeting.

Each Director joined in with the audience for a more informal discussion.

At 8:16 p.m., President Thomas closed the Open House section and reconvened the meeting.

Each Director expressed that it was very beneficial to join in with the audience and have a more informal discussion, noting there was a lot of positive engagement.

Director Locke noted he was ready for both Boards to take a vote if they are interested in moving forward in the combination discussions.

Director Wichert questioned when a public vote would be required.

Mr. Horowitz expressed that if more than 25 percent of landowners or ratepayers protest and less than 50 percent, then a special election would be required for a consolidation.

The Board requested to place an item on the next Joint Board Meeting Agenda to discuss.

GM York thanked the Board for their positive engagement with the Public Information Workshop.

**Adjournment**

President Thomas adjourned the meeting at 8:20 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District

DRAFT



## Agenda Item: 5

**Date:** February 26, 2024

**Subject:** Treasurer's Report

**Staff Contact:** Jeffery S. Ott, Director of Finance and Administration

### **Recommended Board Actions:**

Staff requests the Board of Directors to take the following actions on the items included in the Treasurer's Report.

1. Ratify the Sacramento Suburban Water District Warrant Register as submitted for the period January 1, 2024, through January 31, 2024.
2. Accept the credit card expenditures listing for the period January 1, 2024, through January 31, 2024.
3. Ratify the Investment Activity register for the period January 1, 2024, through January 31, 2024.
4. Ratify the Quarterly Directors Compensation and Expense Register for 4th Quarter 2023.
5. Accept the Annual Employee Reimbursement Register for 2023.

### **Background:**

The Treasurer's Report contains several items required by various Government Code sections and District policy that need to be presented to the Board of Directors (Board) periodically for various actions including ratification, acceptance, or approval.

Per District Policy PL – Fin 014, Payment of Demands, the Board will ratify all demands for payment at the first regular Board Meeting following the month of payment. The Board has also requested to receive and file a register of credit card transactions. District policy PL – Fin 003, Investment Policy, section 800.00, requires the District Treasurer to report to the Board monthly on the investment transactions conducted and regularly on the status of the investment portfolio. Government Code Section 53065.5 requires, at a minimum, the annual reporting of reimbursements to any employee or member of the governing body. This Treasurer's Report satisfies the requirements of the above listed policies and government code sections for the reporting to and ratification of the Board the various financial transactions of the District.

**Discussion:**

Five (5) registers are included for Board review and acceptance or ratification:

- Cash Expenditures (AP Warrants) Register – January 2024
- Credit Card Expenditures Register – January 2024
- Investment Activity Register – January 2024
- Directors Compensation and Expense Register for 4th Quarter 2023.
- Annual Employee Reimbursement Register for 2023.

**Cash Expenditures (AP Warrants) Register– January 2024**

During the month of January 2024, the District made cash payments totaling \$4.5 million. The primary expenditures were \$1.9 million for capital improvement projects, \$0.7 million for payroll, \$0.3 million for pension and health benefits, \$0.1 million for engineering, construction, contract & financial services, \$0.7 for water costs, \$0.2 million for licenses and permits, and \$0.6 million for all other O&M expenses. Per District Policy PL – Fin 014, the District Treasurer confirms that the cash expenditures contained in this register conform to the approved 2024 Annual Budget. The Cash Expenditures (AP Warrants) Register is included as Attachment 1.

**Credit Card Expenditures Register – January 2024**

Per the District's Purchasing Card Policy (PL – FIN 006), a monthly report detailing each purchasing card transaction by cardholder is provided.

During the month, the District spent \$15,920 for various purchases on the six District purchasing cards. Details by vendor and purpose are included in this report as Attachment 2.

**Investment Activity Register – January 2024**

During the month of January 2024, the District purchased two Corporate Notes for \$0.3 million (par) and an Asset-Backed Security Obligation for \$0.4 million (par). The District sold two U.S. Treasury Notes for \$0.4 million (par) and two Corporate Notes for \$0.3 million (par). One Federal Agency Note matured for \$0.4 million (par). A Corporate Note matured for \$0.4 million (par). The District also received principal pay downs on fifteen Asset-Backed Security Obligations for \$0.4 million (par) and four Federal Agency Commercial Mortgages for \$1,433 (par). Details of the investment transactions are included as Attachment 3.

All investments are invested and accounted for in accordance with the District Investment Policy (PL - FIN 003) and Government Code. As required by California Government Code 53646, the District affirms its ability to meet its pool's expenditure requirements for the next six months.

**Directors Compensation and Expense Register – 4th Quarter 2023 and YTD**

Director meetings attended for the 4th quarter of 2023 (that Directors have reported to staff and have been compensated for attending) and expense reimbursements are attached in accordance with the District's Directors' Compensation and Expense Reimbursement Policy (PL – BOD 003) and Government Code Section 53065.5. Directors who have not reported their meeting attendance to District staff are not included in this report and are expected to make an oral report at the Board



meeting. Director's Compensation and Expense Register is included with this report as Attachment 4.

**Employee Reimbursement Register – Year 2023**

Employee expense reimbursements for 2023 are attached to this report (Attachment 5) in accordance with Government Code Section 53065.5.

**Attachments:**

1. Cash Expenditures (AP Warrants) Register – January 2024
2. Credit Card Expenditures Register – January 2024
3. Investment Activity Register – January 2024
4. Directors Compensation and Expense Register – 4th Quarter 2023 & YTD
5. Employee Reimbursements Register – Year 2023

**Cash Expenditures  
January 2024**

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
ACE BODY SHOP & TOWING	85105	1/30/2024	\$11,828.81	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$11,828.81	
ACS CONSTRUCTION	000008454	1/10/2024	\$614.00	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$614.00	
ACWA JPIA INSURANCE AUTHORITY	85039	1/17/2024	\$27,901.46	WORKERS' COMPENSATION INSURANCE
		TOTAL	\$27,901.46	
ACWA JPIA INSURANCE EAP	85079	1/30/2024	\$178.56	MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$178.56	
ADP, INC	ACH0084690	1/19/2024	\$395.25	FINANCIAL SERVICES
		TOTAL	\$395.25	
	ACH0084691	1/12/2024	\$664,784.21	PAYROLL
		TOTAL	\$664,784.21	
	ACH0084863	1/19/2024	\$2,001.68	FINANCIAL SERVICES
		TOTAL	\$2,001.68	
ADT	85110	1/30/2024	\$798.30	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$798.30	
ADVANCED ROOF DESIGN INC	85028	1/17/2024	\$600.00	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$600.00	
AFLAC	84991	1/10/2024	\$601.27	ACCRUED SUPPLEMENT INSURANCE - AFLAC
		TOTAL	\$601.27	
	85089	1/30/2024	\$601.27	ACCRUED SUPPLEMENT INSURANCE - AFLAC
		TOTAL	\$601.27	
AIRGAS USA LLC	000008477	1/19/2024	\$102.90	OPERATING SUPPLIES
		TOTAL	\$102.90	
ALBERT FLYNN	85024	1/10/2024	\$207.37	CONSERVATION REBATES
		TOTAL	\$207.37	
ALEKSEY NESTSIUKOVICH	85116	1/30/2024	\$75.00	CONSERVATION REBATES
		TOTAL	\$75.00	
ALLIED UNIVERSAL	85060	1/17/2024	\$44.42	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$44.42	
	85111	1/30/2024	\$1,785.21	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$1,785.21	
AMAZON BUSINESS	000008451	1/10/2024	\$456.99	OFFICE SUPPLIES
		TOTAL	\$456.99	
	000008491	1/30/2024	\$184.77	OFFICE SUPPLIES
			\$458.49	OPERATING SUPPLIES
			\$73.13	OPERATING SUPPLIES
TOTAL	\$716.39			
AMERICAN RIVER PARKWAY FOUNDATION	85091	1/30/2024	\$500.00	PUBLIC RELATIONS
		TOTAL	\$500.00	
AMERITAS (VISION)	85096	1/30/2024	\$2,249.40	EMPLOYEE BENEFIT - VISION INSURANCE
		TOTAL	\$2,249.40	
ANGELINA NGUYEN	85055	1/17/2024	\$168.54	UNIFORMS
		TOTAL	\$168.54	
ANSWERNET	000008441	1/10/2024	\$721.00	COMMUNICATION
		TOTAL	\$721.00	
ARMANINO	000008470	1/17/2024	\$72.19	IT - CONSULTING SERVICES
		TOTAL	\$72.19	
	000008492	1/30/2024	\$16,740.00	PREPAID LICENSES & PERMIT

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$16,740.00	
AT&T	85013	1/10/2024	\$248.89	IT - COMMUNICATION
		TOTAL	\$248.89	
	85059	1/17/2024	\$355.69	IT - COMMUNICATION
		TOTAL	\$355.69	
	85109	1/30/2024	\$3,857.80	IT - COMMUNICATION
		TOTAL	\$3,857.80	
ATLAS DISPOSAL	85080	1/30/2024	\$312.06	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$312.06	
ATLAS FENCE	85101	1/30/2024	\$300.00	BUILDING MAINTENANCE - OFFICE & YARD
			\$300.00	CONSTRUCTION SERVICES
	TOTAL	\$600.00		
AUBURN CONSTRUCTORS	85025	1/17/2024	\$208,019.88	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$208,019.88	
	85026	1/17/2024	\$49,393.47	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$49,393.47	
	85027	1/17/2024	\$281,966.61	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$281,966.61	
	85038	1/17/2024	\$37,381.45	PROJECT: WELL 41 - PUMP STATION IMPROVE
			\$215,797.21	PROJECT: WELL 80 WALNUT/AUBURN
	TOTAL	\$253,178.66		
	85066	1/19/2024	\$205,508.01	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
TOTAL		\$205,508.01		
BADGER METER INC	000008458	1/17/2024	\$1,371.33	FIELD SERVICE - EQUIPMENT MAINTENANCE
		TOTAL	\$1,371.33	
	000008479	1/30/2024	\$5,308.42	INVENTORY
		TOTAL	\$5,308.42	
BADGER TAG & LABEL CORPORATION	000008493	1/30/2024	\$771.03	OPERATING SUPPLIES
		TOTAL	\$771.03	
BARTKIEWICZ KRONICK & SHANAHAN	000008438	1/10/2024	\$6,275.90	LEGAL SERVICES
		TOTAL	\$6,275.90	
BASIC PACIFIC	85100	1/30/2024	\$107.54	MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$107.54	
BENDER ROSENTHAL INC	85003	1/10/2024	\$3,000.00	PROJECT: PROP ACQU - CONSULTING SERV
		TOTAL	\$3,000.00	
BRIAN GILLETTE	85120	1/30/2024	\$392.00	CONSERVATION REBATES
		TOTAL	\$392.00	
BROADRIDGE MAIL LLC	85002	1/10/2024	\$9,760.88	CUST SERV - CONTRACT SERVICES
			\$785.60	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
			\$3,881.66	CO - PRINTING
			TOTAL	\$14,428.14
	ACH0084864	1/8/2024	\$11,465.70	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
			TOTAL	\$11,465.70
	ACH0084865	1/8/2024	\$3,099.79	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
			TOTAL	\$3,099.79
	ACH0084866	1/9/2024	\$1,397.06	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
			TOTAL	\$1,397.06
	ACH0084867	1/10/2024	\$530.12	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
			TOTAL <sup>3</sup>	\$530.12

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
	ACH0084868	1/11/2024	\$327.02	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$327.02	
BROWER MECHANICAL	000008446	1/10/2024	\$172.70	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$172.70	
	000008466	1/17/2024	\$185.90	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$185.90	
	000008488	1/30/2024	\$383.90	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$383.90	
BROWN & CALDWELL	85044	1/17/2024	\$2,956.58	PROJECT: CALIBRATION HYDROLIC MODEL
		TOTAL	\$2,956.58	
BUD'S TRI COUNTY TREE SERVICE	000008480	1/30/2024	\$1,300.00	PRODUCTION - CONSTRUCTION SERVICES
		TOTAL	\$1,300.00	
CALIFORNIA LABORATORY SERVICES	85094	1/30/2024	\$2,922.00	ENVIR COMPL - INSPECTION & TESTING
		TOTAL	\$2,922.00	
CALIFORNIA WATER EFFICIENCY PARTNERSHIP	85102	1/30/2024	\$6,419.84	ADMIN - MEMBERSHIP & DUES
		TOTAL	\$6,419.84	
CAPIO	85090	1/30/2024	\$400.00	CONSERV - MEMBERSHIP & DUES
		TOTAL	\$400.00	
CAPITAL SWEEPER SERVICE	85011	1/10/2024	\$184.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$184.00	
CAROL CURRY	85020	1/10/2024	\$150.00	CONSERVATION REBATES
		TOTAL	\$150.00	
CATHERINE KUNGU	85022	1/10/2024	\$75.00	CONSERVATION REBATES
		TOTAL	\$75.00	
CDWG	000008459	1/17/2024	\$2,190.00	IT - LICENSES, PERMITS & FEES
		TOTAL	\$2,190.00	
	000008481	1/30/2024	\$22,125.73	IT - PREPAID LICENSES & PERMIT
		TOTAL	\$22,125.73	
CHASE PAYMENTECH	ACH0084687	1/4/2024	\$12,539.33	CUST SERV - CREDIT CARD PROCESSING FEES
		TOTAL	\$12,539.33	
CHRISTINA YVETTE BILYEU	85018	1/10/2024	\$650.00	CONSERVATION REBATES
		TOTAL	\$650.00	
CIGNA-DENTAL INS	85097	1/30/2024	\$31,738.69	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$31,738.69	
CINTAS	85029	1/17/2024	\$435.72	BUILDING MAINTENANCE - OFFICE & YARD
			\$962.78	UNIFORMS
		TOTAL	\$1,398.50	
	85081	1/30/2024	\$530.42	BUILDING MAINTENANCE - OFFICE & YARD
			\$921.58	UNIFORMS
		TOTAL	\$1,452.00	
CITY OF SACRAMENTO DEPT OF UTILITIES	84995	1/10/2024	\$9.77	UTILITIES
		TOTAL	\$9.77	
	85042	1/17/2024	\$29.69	UTILITIES
		TOTAL	\$29.69	
CITY OF SACRAMENTO WATER	84997	1/10/2024	\$500.68	PURCHASED WATER-CITY OF SACRAMENTO
		TOTAL	\$500.68	
	85092	1/30/2024	\$500.68	PURCHASED WATER-CITY OF SACRAMENTO
		TOTAL	\$500.68	
CITY OF SACRAMENTO/	85073	1/19/2024 <sup>4</sup>	\$615.00	DISTRIBUTION - LICENSES, PERMITS & FEES

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
ENCROACHMENT REV DIVISION		TOTAL	\$615.00	
CLAYTON LEMIRE	85121	1/30/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
CLEAN EARTH ENVIRONMENTAL SOLUTIONS	85054	1/17/2024	\$4,415.18	FIELD OPS - HAZARDOUS WASTE DISPOSAL
		TOTAL	\$4,415.18	
CLEAR VISION WINDOW CLEANING	85037	1/17/2024	\$225.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$225.00	
	85070	1/19/2024	\$225.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$225.00	
COLLEGE OAK TOWING	84986	1/10/2024	\$247.50	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$247.50	
	85082	1/30/2024	\$569.25	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$569.25	
CONSOLIDATED COMMUNICATIONS	85088	1/30/2024	\$598.07	IT - COMMUNICATION
		TOTAL	\$598.07	
COTTON SHOPPE	85036	1/17/2024	\$691.38	UNIFORMS
		TOTAL	\$691.38	
COUNTY OF SAC DEPT OF FINANCE	85062	1/17/2024	\$210.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$210.00	
COUNTY OF SAC ENVIRO MGT DEPT	85095	1/30/2024	\$674.00	LICENSES, PERMITS & FEES
		TOTAL	\$674.00	
COUNTY OF SAC PUBLIC WORKS	84985	1/10/2024	\$1,299.80	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$1,299.80	
CRAIG LOCKE	85099	1/30/2024	\$2,664.60	BOD - TRAVEL CONFERENCES
		TOTAL	\$2,664.60	
CULLIGAN	85098	1/30/2024	\$41.00	OPERATING SUPPLIES
		TOTAL	\$41.00	
CUSTOMER REFUNDS	Multiple Payments	1/30/2024	\$21,929.88	Customer Refunds: 104
		TOTAL	\$21,929.88	
DANE WESTVIK	85006	1/10/2024	\$318.68	IT - TRAVEL CONFERENCES
		TOTAL	\$318.68	
DANIEL ICHEL	85117	1/30/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
DAVID DRAGANOVSKI	85115	1/30/2024	\$150.00	CONSERVATION REBATES
		TOTAL	\$150.00	
DELTA PRINT GROUP	85075	1/19/2024	\$5,906.01	CO - PRINTING
		TOTAL	\$5,906.01	
DEWBERRY ENGINEERS INC	85005	1/10/2024	\$2,875.00	PROJECT: AUBURN BLVD BRIDGE PIPE REPL
		TOTAL	\$2,875.00	
	85077	1/23/2024	\$11,285.50	PROJECT: AUBURN BLVD BRIDGE PIPE REPL
		TOTAL	\$11,285.50	
DITCH WITCH EQUIPMENT CO	85071	1/19/2024	\$5,563.13	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$5,563.13	
DOMENICHELLI & ASSOCIATES	000008439	1/10/2024	\$19,475.00	PROJECT: Q STREET MAIN REPLACEMENT
		TOTAL	\$19,475.00	
	000008460	1/17/2024	\$11,217.50	PROJECT: Q STREET MAIN REPLACEMENT
			\$16,485.00	PROJECT: WATT MAIN EXTENSIION
	TOTAL 5	\$27,702.50		

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
DOUG VEERKAMP GENERAL ENGR	000008467	1/17/2024	\$6,475.18	PROJECT: RETENTION PAYABLE
		TOTAL	\$6,475.18	
ELEVATOR TECHNOLOGY INC	000008452	1/10/2024	\$625.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$625.00	
ELLEN M CROSS/STRATEGY DRIVER INC	85009	1/10/2024	\$2,170.00	ADMIN - CONSULTING SERVICES
		TOTAL	\$2,170.00	
	85058	1/17/2024	\$6,260.05	ADMIN - CONSULTING SERVICES
		TOTAL	\$6,260.05	
EMCOR SERVICES	85004	1/10/2024	\$430.23	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$430.23	
	85104	1/30/2024	\$3,092.80	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$3,092.80	
EMIGH ACE HARDWARE	000008482	1/30/2024	\$25.80	OPERATING SUPPLIES
		TOTAL	\$25.80	
ERC CONTRACTING	000008435	1/10/2024	\$500.00	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$500.00	
	000008449	1/10/2024	\$2,250.00	PROJECT: WATT MAIN EXTENSIION
		TOTAL	\$2,250.00	
ESRI	85083	1/30/2024	\$25,000.00	PREPAID LICENSES & PERMIT
		TOTAL	\$25,000.00	
FEDERAL EXPRESS CORPORATION	85084	1/30/2024	\$152.98	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$152.98	
FLEETWASH INC	000008450	1/10/2024	\$65.62	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$65.62	
	000008478	1/19/2024	\$65.62	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$65.62	
FUTURE FORD	85067	1/19/2024	\$3,835.04	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$3,835.04	
GEI CONSULTANTS	85051	1/17/2024	\$1,049.00	PROJECT: WELL N35 - A N WATER TREATMENT
		TOTAL	\$1,049.00	
GRAINGER	85085	1/30/2024	\$1,527.18	OPERATING SUPPLIES
		TOTAL	\$1,527.18	
GRANICUS	000008494	1/30/2024	\$12,524.70	WEBSITE HOSTING
		TOTAL	\$12,524.70	
GRANITE CONSTRUCTION COMPANY	85045	1/17/2024	\$1,448.16	OPERATING SUPPLIES
		TOTAL	\$1,448.16	
HACH COMPANY	000008483	1/30/2024	\$494.65	OPERATING SUPPLIES
		TOTAL	\$494.65	
HARRINGTON PLASTICS	85086	1/30/2024	\$6,034.00	INVENTORY
		TOTAL	\$6,034.00	
HDR ENGINEERING	000008444	1/10/2024	\$3,262.50	FINANCE - CONSULTING SERVICES
		TOTAL	\$3,262.50	
HERMINA CHIESA	85124	1/30/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
IN COMMUNICATIONS	84999	1/10/2024	\$6,076.25	CO - SSWD/CWD PUBLIC RELATIONS
		TOTAL	\$6,076.25	
	85047	1/17/2024	\$9,861.06	CO - SSWD PUBLIC RELATIONS
		TOTAL	\$9,861.06	
INVOICE CLOUD INC	85053	1/17/2024	\$17,948.30	CUST SERV - CREDIT CARD PROCESSING FEES

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$17,948.30	
J&J LOCKSMITH	000008472	1/19/2024	\$499.93	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$499.93	
JAY BOATWRIGHT	85113	1/30/2024	\$3,214.91	BOD - TRAVEL CONFERENCES
		TOTAL	\$3,214.91	
JEFF HANSEN	85118	1/30/2024	\$150.00	CONSERVATION REBATES
		TOTAL	\$150.00	
JEFFREY GOLDSTEIN	85114	1/30/2024	\$432.25	CONSERVATION REBATES
		TOTAL	\$432.25	
JOAN FRANZINO	85012	1/10/2024	\$425.00	PUBLIC RELATIONS
		TOTAL	\$425.00	
JULIE NEMITZ	85015	1/10/2024	\$125.00	EMPLOYEE COMM/TEAMBUILDING
			\$35.00	MISCELLANEOUS
		TOTAL	\$160.00	
KIRBY PUMP AND MECHANICAL	85000	1/10/2024	\$12,640.00	PRODUCTION - CONSTRUCTION - KIRBY
			\$340,147.23	PROJECT: KPM CONTRACT - 2023 TERM 1
			\$3,758.21	PROJECT: WELL 28 - CONDITION ASSESSMENT
			\$70,210.80	PROJECT: WELL N20 - CA & MN MITIGATION
			\$35,438.71	PROJECT: WELL N3 - WATER QUALITY INVEST
		TOTAL	\$462,194.95	
KNUTSEN PUMP TESTING	85016	1/10/2024	\$1,250.00	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$1,250.00	
LEROY BENNETT	85023	1/10/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
LES SCHWAB TIRE CENTER MADISON	85087	1/30/2024	\$571.62	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$571.62	
LIEBERT CASSIDY WHITMORE	85103	1/30/2024	\$4,526.00	ADMIN - LEGAL SERVICES
		TOTAL	\$4,526.00	
LIFEGUARD FIRST AID	000008448	1/10/2024	\$1,882.93	OPERATING SUPPLIES
		TOTAL	\$1,882.93	
	000008468	1/17/2024	\$130.70	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$130.70	
LOANNE BERRY	85019	1/10/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
MADDAUS WATER MANAGEMENT INC	85008	1/10/2024	\$1,773.75	CONSERVATION - CONSULTING SERVICES
		TOTAL	\$1,773.75	
MATT SHEEHY	85063	1/17/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
MATT UNDERWOOD	84992	1/10/2024	\$100.00	EMPLOYEE COMM/TEAMBUILDING
		TOTAL	\$100.00	
MAYNARD THOMAS FOX	84994	1/10/2024	\$225.21	UNIFORMS
		TOTAL	\$225.21	
MICHAEL LINEBACK	85017	1/10/2024	\$650.00	CONSERVATION REBATES
		TOTAL	\$650.00	
MICHAEL PHILLIPS LANDSCAPE CORP	000008461	1/17/2024	\$585.00	CONSERVATION - CONTRACT SERVICES
		TOTAL	\$585.00	
	000008473	1/19/2024	\$3,425.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		7	\$2,350.00	PRODUCTION - CONTRACT SERVICES



# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$5,775.00	
MICHELLE BODEN	85065	1/17/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
MOBILE-MED WORK HEALTH SOLUTIONS INC	85056	1/17/2024	\$182.00	MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$182.00	
NAVIANT	85010	1/10/2024	\$243.75	IT - CONSULTING SERVICES
		TOTAL	\$243.75	
NINJIO LLC	85107	1/30/2024	\$187.52	IT - EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$187.52	
OFFICE DEPOT INC	84987	1/10/2024	\$1,356.30	OFFICE SUPPLIES
		TOTAL	\$1,356.30	
	85031	1/17/2024	\$629.31	OFFICE SUPPLIES
		TOTAL	\$629.31	
ONE STOP TRUCK SHOP	00008440	1/10/2024	\$7,174.99	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$7,174.99	
	00008462	1/17/2024	\$11,098.42	PROJECT: VEHICLE REPL-TRUCK#52 (103)
		TOTAL	\$11,098.42	
PACE SUPPLY CORP	00008437	1/10/2024	\$2,194.87	INVENTORY
			\$14,689.32	INVENTORY
		TOTAL	\$16,884.19	
	00008489	1/30/2024	\$1,294.23	INVENTORY
			\$3,986.14	DISTRIBUTION - OPERATING SUPPLIES
		TOTAL	\$5,280.37	
PACIFIC COPY & PRINT	85093	1/30/2024	\$4,767.94	FIELD SERV - PRINTING
		TOTAL	\$4,767.94	
PERS 457 PLAN	ACH0084869	1/16/2024	\$2,265.38	ACCRUED DEF COMP, PERS ROTH 457B
		TOTAL	\$2,265.38	
	ACH0084870	1/26/2024	\$2,265.38	ACCRUED DEF COMP, PERS ROTH 457B
		TOTAL	\$2,265.38	
PERS CERBT OPEBB WIRES	ACH0084871	1/26/2024	\$55,366.00	OPEB - 2024 ANNUAL CONTRIBUTION
		TOTAL	\$55,366.00	
PERS HEALTH	ACH0084872	1/10/2024	\$139,510.66	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$139,510.66	
	ACH0084873	1/10/2024	\$1,876.66	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$1,876.66	
PERS PENSION	ACH0084874	1/26/2024	\$10,153.47	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$10,153.47	
	ACH0084875	1/26/2024	\$18,449.07	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$18,449.07	
	ACH0084876	1/26/2024	\$27,392.44	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$27,392.44	
	ACH0084877	1/17/2024	\$18,331.94	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$18,331.94	
	ACH0084879	1/17/2024	\$9,355.93	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$9,355.93	
	ACH0084880	1/17/2024	\$25,944.58	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$25,944.58	
PETERSON BRUSTAD INC	85001	1/10/2024	\$493.50	PROJECT: ANTELOPE&WATT/ELKHORN
		8	\$217.88	PROJECT: WELL 41 - PUMP STATION IMPROVE

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$711.38	
	85049	1/17/2024	\$315.00	PROJECT: ANTELOPE&WATT/ELKHORN
			\$624.75	PROJECT: ENTERPR/NORTHDROP
			\$19,782.48	PROJECT: MBP DUDLEY DUDLEY MAIN REPL
			\$14,256.48	PROJECT: MBP DUDLEY PEACEKEEPER MAIN RE
			\$1,698.38	PROJECT: WALNUT TANK CONDITION ASSMNT
			\$7,843.31	PROJECT: WELL# N32A-C - WELLS BLENDING
		TOTAL	\$44,520.40	
PFM ASSET MANAGEMENT LLC	000008445	1/10/2024	\$3,573.33	FINANCIAL SERVICES
		TOTAL	\$3,573.33	
PG&E	84988	1/10/2024	\$8.59	UTILITIES
		TOTAL	\$8.59	
	85032	1/17/2024	\$1,240.59	UTILITIES
		TOTAL	\$1,240.59	
	85068	1/19/2024	\$25.06	UTILITIES
		TOTAL	\$25.06	
PICOVALE SERVICES INC	000008496	1/30/2024	\$2,640.00	IT - LICENSES, PERMITS & FEES
		TOTAL	\$2,640.00	
POWERS ELECTRIC PRODUCTS CO	84996	1/10/2024	\$3,156.26	PRODUCTION - OPERATING SUPPLIES
		TOTAL	\$3,156.26	
QUADIENT FINANCE USA - POSTAGE	85076	1/19/2024	\$500.00	CUST SERV - POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$500.00	
QUADIENT LEASING USA INC	85108	1/30/2024	\$661.17	CUST SERV - EQUIPMENT RENTAL/LEASE
		TOTAL	\$661.17	
R&S OVERHEAD DOORS AND GATES	000008476	1/19/2024	\$300.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$300.00	
RAMOS OIL COMPANY	000008471	1/17/2024	\$3,767.43	PRODUCTION - OPERATING SUPPLIES
		TOTAL	\$3,767.43	
RAWLES ENGINEERING	85033	1/17/2024	\$37,406.50	PROJECT: 2023 VALVE/HYDRANT/SERV REPL
		TOTAL	\$37,406.50	
RICHIE SUNGA	85007	1/10/2024	\$650.00	CO - PUBLIC RELATIONS
		TOTAL	\$650.00	
ROBERT ROSCOE	000008484	1/30/2024	\$765.40	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$765.40	
ROBERT ROSENBLUM	85119	1/30/2024	\$75.00	CONSERVATION REBATES
		TOTAL	\$75.00	
RODNEY LEE	85041	1/17/2024	\$172.50	FIELD OPS - TRAVEL CONFERENCES
		TOTAL	\$172.50	
RUE EQUIPMENT INC	85034	1/17/2024	\$131.25	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$131.25	
	85069	1/19/2024	\$140.00	EQUIPMENT MAINTENANCE SERVICES
			\$512.24	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$652.24	
SACRAMENTO COUNTY UTILITIES	85030	1/17/2024	\$1,140.93	UTILITIES
		TOTAL	\$1,140.93	
SACRAMENTO METRO AIR QUALITY	85078	1/29/2024	\$53,264.00	ENVIRON COMP - LICENSES, PERMITS & FEES
		TOTAL	\$53,264.00	
SACRAMENTO SUBURBAN WATER DISTRICT	85050	1/17/2024	\$75.00	PETTY CASH REPL - EMPLOYEE
		TOTAL	\$75.00	

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
SAN JUAN WATER DISTRICT	000008463	1/17/2024	\$664,095.03	PURCHASED WATER-SJ TREATMENT PCWA
		TOTAL	\$664,095.03	
SHERMAN FORKLIFT	000008469	1/17/2024	\$180.00	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$180.00	
SHRED-IT STERICYCLE	85048	1/17/2024	\$94.11	CUST SERV - CONTRACT SERVICES
		TOTAL	\$94.11	
SIERRA CHEMICAL COMPANY	000008464	1/17/2024	\$5,717.92	HFA, CHEMICAL & DELIVERY
			\$6,692.85	HYPO, CHEMICAL & DELIVERY
		TOTAL	\$12,410.77	
	000008485	1/30/2024	\$2,964.00	HYPO, CHEMICAL & DELIVERY
TOTAL	\$2,964.00			
SIERRA SAFETY COMPANY	84998	1/10/2024	\$5,080.41	DISTRIBUTION - OPERATING SUPPLIES
		TOTAL	\$5,080.41	
SMUD	84989	1/10/2024	\$60,193.82	PRODUCTION - ELECTRICAL CHARGES
		TOTAL	\$60,193.82	
	85035	1/17/2024	\$123,729.12	PRODUCTION - ELECTRICAL CHARGES
		TOTAL	\$123,729.12	
SONITROL	000008474	1/19/2024	\$1,033.40	BUILDING SERVICE EXPENSE - OFFICE & YARD
			\$8,644.01	PROJECT: WATT/ ELKH RESERVOIR SECURITY
		TOTAL	\$9,677.41	
	000008486	1/30/2024	\$1,280.57	MAINT - CONTRACT SERVICES
		TOTAL	\$1,280.57	
	000008497	1/30/2024	\$2,026.87	BUILDING SERVICE EXPENSE - OFFICE & YARD
TOTAL		\$2,026.87		
STATE WATER RESOURCES CONTROL BOARD	84990	1/10/2024	\$138,928.94	FIELD OPS - PREPAID LICENSES & PERMIT
		TOTAL	\$138,928.94	
SUSAN BORING	85123	1/30/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
TAK COMMUNICATIONS CA INC	85014	1/10/2024	\$58,913.82	PROJECT: 2023 VALVE/HYDRANT/SERV REPL
			\$35,087.68	CONSTRUCTION SERVICES
		TOTAL	\$94,001.50	
TEE JANITORIAL & MAINTENANCE	85074	1/19/2024	\$8,216.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$8,216.00	
TESCO	000008442	1/10/2024	\$490.00	IT - CONSULTING SERVICES
		TOTAL	\$490.00	
THOMAS JENSEN	85021	1/10/2024	\$75.00	CONSERVATION REBATES
		TOTAL	\$75.00	
TINA LYNN DESIGN	000008490	1/30/2024	\$654.00	CO - CONTRACT SERVICES
		TOTAL	\$654.00	
UBEO BUSINESS SERVICES	000008495	1/30/2024	\$134.19	IT - EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$134.19	
ULF TYLEN	85064	1/17/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
UNUM	85112	1/30/2024	\$5,789.07	EMPLOYEE BENEFIT - LIFE & LTD INSURANCE
		TOTAL	\$5,789.07	
US BANK CORPORATE PAYMENT SYSTEM	85072	1/19/2024	\$15,919.85	CREDIT CARD PAYMENT
		TOTAL	\$15,919.85	
USA BLUEBOOK	85046	1/17/2024	\$148.17	OPERATING SUPPLIES
		TOTAL	\$148.17	

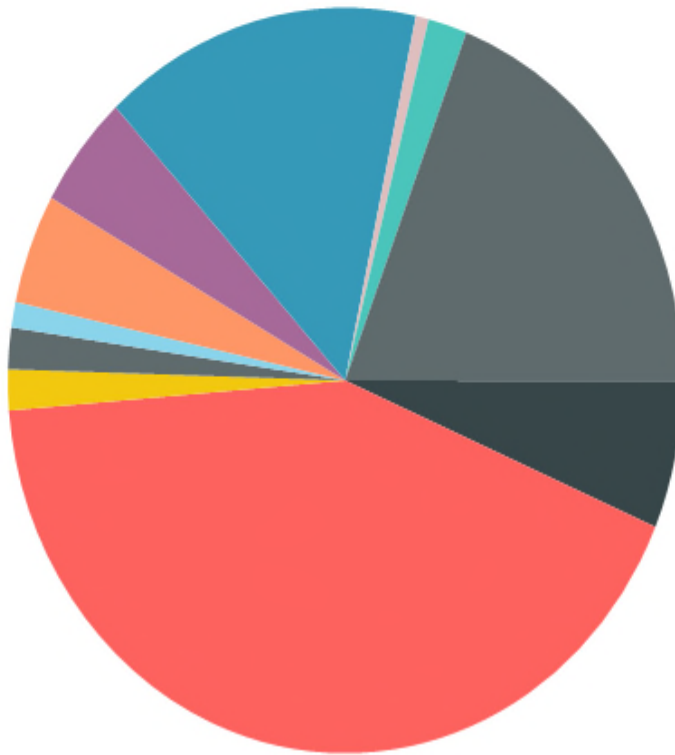
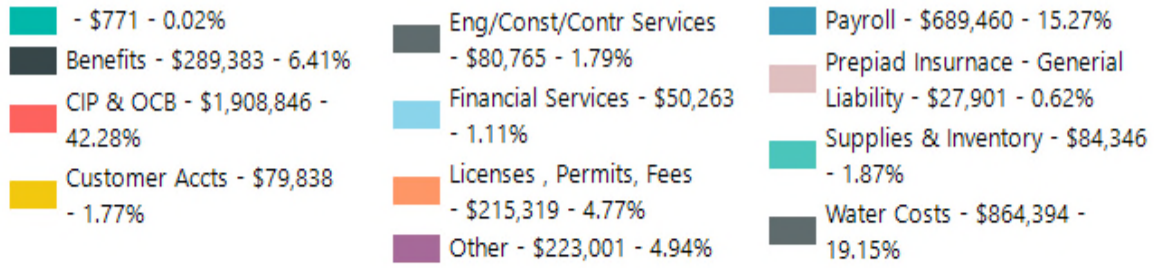
# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
VALIC AIG	ACH0084881	1/16/2024	\$14,031.51	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$14,031.51	
	ACH0084882	1/26/2024	\$4,910.94	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$4,910.94	
VALLEY BATTERY	85052	1/17/2024	\$174.20	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$174.20	
VERIZON WIRELESS DALLAS TX	84993	1/10/2024	\$2,470.71	COMMUNICATION
		TOTAL	\$2,470.71	
	85040	1/17/2024	\$2,814.11	COMMUNICATION
		TOTAL	\$2,814.11	
WASTE MANAGEMENT	00008475	1/19/2024	\$914.64	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$914.64	
	00008487	1/30/2024	\$946.98	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$946.98	
WATERWISE CONSULTING, INC.	00008447	1/10/2024	\$185.00	CONTRACT SERVICES
		TOTAL	\$185.00	
WAYNE PERRY INC	85057	1/17/2024	\$19,665.00	PROJECT: ANTELOPE FUEL TANK IMPRVOMENT
		TOTAL	\$19,665.00	
WEST YOST & ASSOCIATES	00008434	1/10/2024	\$36,708.45	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$36,708.45	
	00008436	1/10/2024	\$54,047.41	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$54,047.41	
	00008443	1/10/2024	\$30,455.25	PROJECT: WELL 80 WALNUT/AUBURN
		TOTAL	\$30,455.25	
	00008456	1/17/2024	\$12,925.40	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$12,925.40	
	00008457	1/17/2024	\$25,260.00	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$25,260.00	
	00008465	1/17/2024	\$11,091.50	PROJECT: WELL 80 WALNUT/AUBURN
		TOTAL	\$11,091.50	
WESTAMERICA BANK ANALYSIS FEES	ACH0084688	1/16/2024	\$3,003.53	FINANCIAL SERVICES
		TOTAL	\$3,003.53	
WEX	00008455	1/10/2024	\$12,129.45	MAINT - OPERATING SUPPLIES
		TOTAL	\$12,129.45	
WHITE CAP	85061	1/17/2024	\$1,768.72	FIELD OPS - OPERATING SUPPLIES
		TOTAL	\$1,768.72	
WOLF CONSULTING	00008453	1/10/2024	\$7,200.00	IT - CONSULTING SERVICES
		TOTAL	\$7,200.00	
WOOD RODGERS ENGINEERING	85043	1/17/2024	\$9,096.19	PROJECT: MARCONI BLDG ELECTRICAL
			\$21,811.85	PROJECT: WELL 78 BUTANO - PUMP STATION
		TOTAL	\$30,908.04	
ZORO	85106	1/30/2024	\$187.25	OPERATING SUPPLIES
		TOTAL	\$187.25	
<b>GRAND TOTAL</b>			<b>\$4,514,287.43</b>	

# AP Warrant List From: 1/1/2024 To: 1/31/2024 Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
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## AP Warrant List Summary Chart



**Credit Card Expenditures  
January 2024**

**Sacramento Suburban Water District  
US Bank Purchasing Card Program  
CalCard Expenditures  
January 2024**

Vendor Name	Description	Amount	Proj/GLAcct
DON QUIXOTES	ALL STAFF REFRESHMENTS	\$889.53	02-51403
WAL-MART SUPER CENTER	ALL STAFF REFRESHMENTS	\$43.37	02-51403
CHEESECAKE FACTORY	ENG DEPARTMENT APPRECIATION LUNCH	\$273.34	02-51403
BUCKHORN BBQ+GRILL	IT - DEPARTMENT APPRECIATION LUNCH	\$187.23	02-51403
GFOA	GOV. FIN. OFFICERS ASSOC. MEMBERSHIP FOR JEFFERY OTT	\$150.00	03-52501
TARGET	SAFETY BLUE CARD PROGRAM PRIZE LOCKER ITEMS	\$727.24	02-52101
COSCTO	ANNUAL EMPLOYEE ACHIEVEMENT EVENT DRINKS	\$94.90	02-51403
OFFICE DEPOT	SSWD/CWD BBQ EVENT NAME TAGS	\$75.41	02-56000
RENISSANCE HOTEL	DAN YORK HOTEL FOR ACWA CONFERENCE	\$1,040.88	02-55001
COSCTO	SAFETY CALENDAR CONTEST ITEMS	\$201.08	02-52101
IRRIGATION ASSOCIATION	CERTIFICATION RENEWAL	\$75.00	13-51406
RALEY'S	ALL STAFF REFRESHMENTS	\$16.02	02-51403
DON QUIXOTE	STAFF BREAKFAST FOR SAFETY MEETING	\$436.00	02-51403
DON QUIXOTE	ADMIN & HR DEPARTMENT LUNCH	\$71.01	02-51403
CRUMBLE	ADMIN & HR DEPARTMENT LUNCH	\$16.25	02-51403
APG CASH DRAWER	OFFICE SUPPLIES-MARCONI	\$107.86	03-52108
SAMS CLUB	KITCHEN SUPPLIES	\$184.16	03-52108
SACRAMENTO COUNTY	WELL PERMIT FEES	\$2,083.65	14-54509
HOUSE OF IMPRINT	SSWD YEAR END SWAG	\$749.59	02-51403
HOME DEPOT	WAREHOUSE SUPPLIES	\$42.58	05-52101
LUCILLE'S	ANNUAL EMPLOYEE ACHIEVEMENT EVENT LUNCHEON	\$2,146.11	02-51403
RALEYS	OFFICE SUPPLIES- ANTELOPE	\$14.60	03-52108
NOTHING BUNDT CAKES	SSWD/CWD BBQ	\$660.00	02-56000
SMART AND FINAL	SSWD/CWD BBQ	\$12.49	02-56000
SAMS CLUB	SSWD/CWD BBQ	\$616.19	02-56000
SAMS CLUB	SSWD/CWD BBQ	\$126.50	02-56000
COSTCO	SSWD/CWD BBQ	\$217.54	02-56000
COSTCO	SSWD/CWD BBQ	\$465.39	02-56000
COSTCO	SAFETY CONTEST PRIZES	\$21.52	02-52101
WALMART	COMMUNICATIONS & TEAM BUILDING GAMES	\$23.55	02-51403
COSTCO	SAFETY CONTEST PRIZES	\$65.22	02-52101
COSTCO	SSWD/CWD BBQ	\$150.40	02-56000
FRED PRYOR	TRAINING-JUSTIN MCGOWAN	\$199.00	07-51407
MANGATES	TRAINING REFUND-SARAH DAINS	(\$545.00)	03-51406
MANGATES	TRAINING REFUND-SHAWN CHANEY	(\$545.00)	05-51407
SMART & FINAL	SSWD/CWD BBQ	\$61.07	02-56000
AMERIGAS	SSWD/CWD BBQ	\$21.46	02-56000
TASTY THAI	FINANCE DEPARTMENT LUNCH	\$150.00	02-51403
MARK & MONICAS	PRODUCTION & ENVIRONMENTAL COMPLIANCE DEPARTMENT LUNCH	\$400.00	02-51403
SAMS CLUB	COMMUNICATIONS & TEAM BUILDING BREAKFAST REFRESHMENTS	\$48.89	02-51403
NOAHS BAGELS	COMMUNICATIONS & TEAM BUILDING BREAKFAST REFRESHMENTS	\$490.96	02-51403

**Sacramento Suburban Water District  
US Bank Purchasing Card Program  
CalCard Expenditures  
January 2024**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>	<b>Proj/GLAcct</b>
HOME DEPOT	WAREHOUSE SUPPLIES	\$16.10	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$37.52	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$161.43	05-52101
HOME DEPOT	HARDWARE AND TOW RECEIVER ADAPTER	\$33.36	12-52101
SAFELITE AUTO GLASS	REPLACE WINDSHIELD ON TRUCK 72	\$537.88	12-54005
HOME DEPOT	TRASH CANS FOR ANTELOPE	\$129.17	12-52101
FUTURE CHEVROLET	REPAIRS ON VEHICLE 82	\$1,940.35	12-54005
EMERSON PRO TOOLS	FREEZE MACHINE REPAIRS	\$798.05	12-52101
	<b>Totals:</b>	<b>\$15,919.85</b>	



**Investment Activity  
January 2024**



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type					Principal	Accrued		Realized G/L	Realized G/L	Sale
Trade	Settle	Security Description	CUSIP	Par	Proceeds	Interest	Total	Cost	Amort Cost	Method
<b>BUY</b>										
01/02/24	01/05/24	TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 01/05/2024 4.650% 01/05/2029	89236TLL7	160,000.00	(159,780.80)	0.00	(159,780.80)			
01/03/24	01/05/24	TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 01/05/2024 4.650% 01/05/2029	89236TLL7	115,000.00	(114,848.20)	0.00	(114,848.20)			
01/24/24	01/31/24	CHAIT 2024-A1 A DTD 01/31/2024 4.600% 01/15/2027	161571HV9	350,000.00	(349,946.70)	0.00	(349,946.70)			
<b>Transaction Type Sub-Total</b>				<b>625,000.00</b>	<b>(624,575.70)</b>	<b>0.00</b>	<b>(624,575.70)</b>			
<b>INTEREST</b>										
01/01/24	01/01/24	NJ TURNPIKE AUTHORITY TXBL REV BONDS DTD 02/04/2021 1.047% 01/01/2026	646140DP5	90,000.00	0.00	471.15	471.15			
01/01/24	01/01/24	FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	380,000.00	0.00	2,390.20	2,390.20			
01/01/24	01/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	259,611.38	0.00	724.10	724.10			
01/01/24	01/25/24	FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	280,000.00	0.00	1,131.67	1,131.67			
01/01/24	01/25/24	FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	575,000.00	0.00	2,228.13	2,228.13			
01/01/24	01/25/24	FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74	375,000.00	0.00	1,481.25	1,481.25			
01/01/24	01/25/24	FHLMC MULTIFAMILY STRUCTURED P DTD 07/01/2017 3.243% 04/01/2027	3137F1G44	375,000.00	0.00	1,013.44	1,013.44			
01/01/24	01/25/24	FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	135,000.00	0.00	570.26	570.26			
01/01/24	01/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	300,000.00	0.00	1,214.50	1,214.50			
01/01/24	01/25/24	FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BODE6	375,000.00	0.00	1,309.38	1,309.38			



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>INTEREST</b>										
01/01/24	01/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	299,192.04	0.00	1,191.03	1,191.03			
01/01/24	01/25/24	FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	375,000.00	0.00	1,505.94	1,505.94			
01/01/24	01/25/24	FHMS K054 A2 DTD 04/20/2016 2.745% 01/01/2026	3137BNGT5	200,000.00	0.00	457.50	457.50			
01/01/24	01/25/24	FHMS K058 A2 DTD 11/09/2016 2.653% 08/01/2026	3137BSP72	450,000.00	0.00	994.88	994.88			
01/01/24	01/25/24	FHMS K064 A2 DTD 05/15/2017 3.224% 03/01/2027	3137BXQY1	375,000.00	0.00	1,007.50	1,007.50			
01/01/24	01/25/24	FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	210,000.00	0.00	850.50	850.50			
01/01/24	01/25/24	FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	375,000.00	0.00	1,500.00	1,500.00			
01/01/24	01/25/24	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	271,043.56	0.00	691.61	691.61			
01/02/24	01/02/24	MONEY MARKET FUND	MONEY0002	0.00	0.00	10,414.55	10,414.55			
01/08/24	01/08/24	GOLDMAN SACHS GROUP INC (CALLABLE) BONDS DTD 07/08/2014 3.850% 07/08/2024	38141EC23	375,000.00	0.00	7,218.75	7,218.75			
01/08/24	01/08/24	CATERPILLAR FINL SERVICE CORPORATE NOTES DTD 01/10/2022 1.700% 01/08/2027	14913R2U0	325,000.00	0.00	2,762.50	2,762.50			
01/14/24	01/14/24	JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 07/14/2023 4.950% 07/14/2028	24422EXB0	275,000.00	0.00	6,806.25	6,806.25			
01/15/24	01/15/24	BACCT 2023-A1 A1 DTD 06/16/2023 4.790% 05/15/2028	05522RDG0	135,000.00	0.00	538.88	538.88			
01/15/24	01/15/24	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	25,815.05	0.00	10.76	10.76			
01/15/24	01/15/24	HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	69,051.41	0.00	42.58	42.58			
01/15/24	01/15/24	TAOT 2021-B A3 DTD 06/14/2021 0.260% 11/17/2025	89190GAC1	183,289.65	0.00	39.71	39.71			



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>INTEREST</b>										
01/15/24	01/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	160,104.77	0.00	73.38	73.38			
01/15/24	01/15/24	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	17,595.01	0.00	4.99	4.99			
01/15/24	01/15/24	TARGET CORP CORP NOTES (CALLABLE) DTD 01/24/2022 1.950% 01/15/2027	87612EBM7	60,000.00	0.00	585.00	585.00			
01/15/24	01/15/24	NAROT 2021-A A3 DTD 06/23/2021 0.330% 10/15/2025	65480BAC1	185,271.88	0.00	50.95	50.95			
01/15/24	01/15/24	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	250,000.00	0.00	120.83	120.83			
01/15/24	01/15/24	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	27,474.20	0.00	8.70	8.70			
01/15/24	01/15/24	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	58,036.14	0.00	25.15	25.15			
01/15/24	01/15/24	MBALT 2021-B A3 DTD 06/29/2021 0.400% 11/15/2024	58769KAD6	17,578.24	0.00	5.86	5.86			
01/15/24	01/15/24	COMET 2021-A1 A1 DTD 07/22/2021 0.550% 07/15/2026	14041NFW6	415,000.00	0.00	190.21	190.21			
01/15/24	01/15/24	CARMX 2022-3 A3 DTD 07/20/2022 3.970% 04/15/2027	14318MAD1	300,000.00	0.00	992.50	992.50			
01/15/24	01/15/24	AMXCA 2023-3 A DTD 09/19/2023 5.230% 09/15/2028	02582JKD1	330,000.00	0.00	1,438.25	1,438.25			
01/15/24	01/15/24	AMXCA 2023-1 A DTD 06/14/2023 4.870% 05/15/2028	02582JJZ4	150,000.00	0.00	608.75	608.75			
01/15/24	01/15/24	COPAR 2021-1 A3 DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	94,606.63	0.00	60.71	60.71			
01/16/24	01/16/24	GMCAR 2021-3 A3 DTD 07/21/2021 0.480% 06/16/2026	380140AC7	93,437.10	0.00	37.37	37.37			
01/16/24	01/16/24	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	16,750.32	0.00	5.30	5.30			
01/16/24	01/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	79,247.85	0.00	44.91	44.91			



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>INTEREST</b>											
	01/20/24	01/20/24	VWALT 2022-A A4 DTD 06/14/2022 3.650% 01/20/2027	92868AAD7	145,000.00	0.00	441.04	441.04			
	01/21/24	01/21/24	FREDDIE MAC NOTES DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	500,000.00	0.00	937.50	937.50			
	01/21/24	01/21/24	HAROT 2023-4 A3 DTD 11/08/2023 5.670% 06/21/2028	438123AC5	70,000.00	0.00	330.75	330.75			
	01/21/24	01/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	90,551.79	0.00	66.40	66.40			
	01/25/24	01/25/24	BMWLT 2021-2 A4 DTD 09/15/2021 0.430% 01/27/2025	09690AAD5	275,301.16	0.00	98.65	98.65			
	01/27/24	01/27/24	IBM CORP CORPORATE NOTES DTD 07/27/2022 4.000% 07/27/2025	459200KS9	300,000.00	0.00	6,000.00	6,000.00			
	01/31/24	01/31/24	US TREASURY NOTES DTD 07/31/2022 2.750% 07/31/2027	91282CFB2	2,600,000.00	0.00	35,750.00	35,750.00			
	01/31/24	01/31/24	US TREASURY NOTES DTD 07/31/2021 0.625% 07/31/2026	91282CCP4	2,625,000.00	0.00	8,203.13	8,203.13			
<b>Transaction Type Sub-Total</b>					<b>15,948,958.18</b>	<b>0.00</b>	<b>104,647.35</b>	<b>104,647.35</b>			
<b>MATURITY</b>											
	01/23/24	01/23/24	PNC BANK NA CORP NOTES (CALLABLE) DTD 01/23/2019 3.500% 01/23/2024	693475AV7	380,000.00	380,000.00	6,650.00	386,650.00	(2,705.60)	0.00	
<b>Transaction Type Sub-Total</b>					<b>380,000.00</b>	<b>380,000.00</b>	<b>6,650.00</b>	<b>386,650.00</b>	<b>(2,705.60)</b>	<b>0.00</b>	
<b>PAYDOWNS</b>											
	01/01/24	01/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	486.84	486.84	0.00	486.84	14.99	0.00	
	01/01/24	01/25/24	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	447.52	447.52	0.00	447.52	(22.17)	0.00	
	01/01/24	01/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	154.04	154.04	0.00	154.04	0.00	0.00	
	01/01/24	01/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	344.24	344.24	0.00	344.24	0.00	0.00	



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>PAYDOWNS</b>										
01/15/24	01/15/24	HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	5,318.70	5,318.70	0.00	5,318.70	1.19	0.00	
01/15/24	01/15/24	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	5,818.78	5,818.78	0.00	5,818.78	1.25	0.00	
01/15/24	01/15/24	COPAR 2021-1 A3 DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	6,183.94	6,183.94	0.00	6,183.94	0.12	0.00	
01/15/24	01/15/24	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	4,248.47	4,248.47	0.00	4,248.47	0.45	0.00	
01/15/24	01/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	10,812.44	10,812.44	0.00	10,812.44	1.78	0.00	
01/15/24	01/15/24	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	5,203.44	5,203.44	0.00	5,203.44	1.14	0.00	
01/15/24	01/15/24	TAOT 2021-B A3 DTD 06/14/2021 0.260% 11/17/2025	89190GAC1	18,840.32	18,840.32	0.00	18,840.32	2.03	0.00	
01/15/24	01/15/24	MBALT 2021-B A3 DTD 06/29/2021 0.400% 11/15/2024	58769KAD6	17,578.24	17,578.24	0.00	17,578.24	1.33	0.00	
01/15/24	01/15/24	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	2,091.60	2,091.60	0.00	2,091.60	0.41	0.00	
01/15/24	01/15/24	NAROT 2021-A A3 DTD 06/23/2021 0.330% 10/15/2025	65480BAC1	18,086.15	18,086.15	0.00	18,086.15	0.31	0.00	
01/16/24	01/16/24	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	4,364.45	4,364.45	0.00	4,364.45	0.93	0.00	
01/16/24	01/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	4,989.05	4,989.05	0.00	4,989.05	0.13	0.00	
01/16/24	01/16/24	GMCAR 2021-3 A3 DTD 07/21/2021 0.480% 06/16/2026	380140AC7	7,286.17	7,286.17	0.00	7,286.17	0.45	0.00	
01/21/24	01/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	6,755.22	6,755.22	0.00	6,755.22	1.42	0.00	
01/25/24	01/25/24	BMWLT 2021-2 A4 DTD 09/15/2021 0.430% 01/27/2025	09690AAD5	275,301.16	275,301.16	0.00	275,301.16	10.41	0.00	
<b>Transaction Type Sub-Total</b>				<b>394,310.77</b>	<b>394,310.77</b>	<b>0.00</b>	<b>394,310.77</b>	<b>16.17</b>	<b>0.00</b>	
<b>SELL</b>										



## Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2024**

### SACRAMENTO SUBURBAN WATER DISTRICT - Combined Portfolio

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>SELL</b>										
01/03/24	01/05/24	TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 06/30/2022 3.950% 06/30/2025	89236TKC8	125,000.00	123,432.50	68.58	123,501.08	(1,448.75)	(1,508.78)	FIFO
01/03/24	01/05/24	TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 06/18/2021 1.125% 06/18/2026	89236TJK2	190,000.00	174,877.90	100.94	174,978.84	(14,700.30)	(14,905.01)	FIFO
01/24/24	01/31/24	US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	325,000.00	301,335.94	103.79	301,439.73	(14,790.04)	(19,571.96)	FIFO
01/24/24	01/31/24	US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	50,000.00	46,359.37	15.97	46,375.34	(2,658.21)	(3,220.79)	FIFO
<b>Transaction Type Sub-Total</b>				<b>690,000.00</b>	<b>646,005.71</b>	<b>289.28</b>	<b>646,294.99</b>	<b>(33,597.30)</b>	<b>(39,206.54)</b>	
<b>Managed Account Sub-Total</b>					<b>795,740.78</b>	<b>111,586.63</b>	<b>907,327.41</b>	<b>(36,286.73)</b>	<b>(39,206.54)</b>	
<b>Total Security Transactions</b>					<b>\$795,740.78</b>	<b>\$111,586.63</b>	<b>\$907,327.41</b>	<b>(\$36,286.73)</b>	<b>(\$39,206.54)</b>	

**Directors Compensation and Expense Accounting  
Fourth Quarter, December 31, 2023**



Sacramento Suburban Water District  
Board of Directors Meeting Attended  
Pay Rate per Diem is \$131.00

Meeting Date	Meeting	Payroll Date	K. Thomas	Payroll Date	C. Locke	Payroll Date	D. Jones	Payroll	J. Boatwright	R. Wichert
10/2/2023	Budget Board Meeting	11/17/2023	X	11/17/2023	X	11/17/2023	X	11/17/2023	X	
10/4/2023	Open House @ Marconi			11/17/2023	X	11/17/2023	X	11/17/2023	X	
10/5/2023	SAFER Meeting				X					
10/10/2023	Meeting with GM, Dan York	11/17/2023	X			11/17/2023	X			
10/11/2023	SSWD and CWD 2x2	11/17/2023	X	11/17/2023	X	11/17/2023	X	11/17/2023	X	
10/12/2023	SGA	11/17/2023	X							
10/16/2023	October Board Meeting	11/17/2023	X	11/17/2023	X	11/17/2023	X	11/17/2023	X	
10/17/2023	Tour CWD Treatment Plant			11/17/2023	X					
10/17/2023	Webinar, Pathogens in Drinking Water	11/17/2023	X							
10/17/2023	ACWA Seminar Water Contamination							11/17/2023	X	
10/19/2023	Facilities and Operations	11/17/2023	X	11/17/2023	X	11/17/2023	X			
10/20/2023	Water Seminar				X					
10/23/2023	Discuss Joint Board Mtg w/Director Nelson			11/17/2023	X					
10/24/2023	SSWD and CWD Joint Meeting	11/17/2023	X	11/17/2023	X	11/17/2023	X	11/17/2023	X	
10/25/2023	SIWD Board Meeting	11/17/2023	X							
10/25/2023	Meeting re: Water Bank w/Jim Peifer, Dan York, Trevor, Bob							11/17/2023	X	
10/30/2023	Water Banking Committee	11/17/2023	X			11/17/2023	X	11/17/2023	X	
11/1/2023	Audit Committee Meeting			12/29/2023	X			12/15/2023	X	
11/2/2023	SSWD Special Board Meeting	12/15/2023	X	12/29/2023	X	1/12/2024	X	12/15/2023	X	
11/6/2023	Water Loss Cal Cities Discussion			12/29/2023	X					
11/6/2023	GM Review Committee	12/15/2023	X							
11/7/2023	DPMWD Board Meeting			12/29/2023	X					
11/8/2023	SIWD Meeting ACWA Groundwater			12/29/2023	X					
11/9/2023	Meeting with Selsky and Nelson			12/29/2023	X					
11/13/2023	Meeting with GM, Dan York			12/29/2023	X	1/12/2024	X			
11/14/2023	Meeting with GM, Dan York	12/15/2023	X							
11/15/2023	Aerojet CAG	12/15/2023	X							
11/17/2023	Meeting with GM, Dan York							12/15/2023	X	
11/20/2023	November Board Meeting	12/15/2023	X			1/12/2024	X	12/15/2023	X	
11/27/2023	ACWA Conference							12/15/2023	X	
11/28/2023	ACWA Conference	12/15/2023	X					12/15/2023	X	
11/29/2023	ACWA Conference	12/15/2023	X					12/15/2023	X	
11/30/2023	ACWA Conference	12/15/2023	X					12/15/2023	X	
12/5/2023	DPMWD Board Meeting	1/12/2024	X							
12/6/2023	RWA Holiday Gathering							1/12/2024	X	
12/8/2023	Meeting with GM, Dan York			1/12/2024	X					
12/10/2023	Meeting with Nelson 2X2 Prep			1/12/2024	X					
12/11/2023	Meeting with GM, Dan York	1/12/2024	X							
12/12/2023	Meeting with GM, Dan York					1/12/2024	X			
12/12/2023	RWA Water Bank Form	1/12/2024	X					1/12/2024	X	
12/12/2023	Digital Solutions for Water Loss			1/12/2024	X					
12/13/2023	SSWD and CWD 2x2	1/12/2024	X	1/12/2024	X	1/12/2024	X	1/12/2024	X	
12/14/2023	SGA Board Meeting			1/12/2024	X			1/12/2024	X	
12/15/2023	Meeting with GM, Dan York			1/12/2024	X			1/12/2024	X	
12/18/2023	December Board Meeting	1/12/2024	X	1/12/2024	X	1/12/2024	X	1/12/2024	X	
12/22/2023	Meeting with Boatwright and Nelson			1/12/2024	X					
12/26/2023	Meeting with Saunders of DPMWD									
12/27/2023	Anti Harassment Training									
12/28/2023	Meeting with Locke and Nelson							1/12/2024	X	
<b>4th Quarter</b>	<b>Total Paid</b>	<b>23</b>	<b>\$ 3,013.00</b>	<b>24</b>	<b>\$ 3,144.00</b>	<b>14</b>	<b>\$ 1,834.00</b>	<b>23</b>	<b>\$ 3,013.00</b>	<b>\$ -</b>

**Directors Expense Report  
Calendar Year 2023**

<b>Event/Purpose - 1st Quarter</b>	<b>Jones</b>	<b>Locke</b>	<b>Boatwright</b>	<b>Thomas</b>	<b>Wichert</b>	<b>Total</b>
Local Meeting Mileage						-
Reimbursed by District						-
Local Meeting Expenses						-
Reimbursed by District						-
Paid Directly by District						-
Conferences						-
Reimbursed by District		4,139.40				4,139.40
Paid Directly by District	4,021.90	2,572.35	815.00			7,409.25
<b>Total</b>	<b>4,021.90</b>	<b>6,711.75</b>	<b>815.00</b>	<b>-</b>	<b>-</b>	<b>11,548.65</b>

<b>Event/Purpose - 2nd Quarter</b>	<b>Jones</b>	<b>Locke</b>	<b>Boatwright</b>	<b>Thomas</b>	<b>Wichert</b>	<b>Total</b>
Local Meeting Mileage						-
Reimbursed by District			11.53			11.53
Local Meeting Expenses						-
Reimbursed by District						-
Paid Directly by District						-
Conferences						-
Reimbursed by District	5,803.74	3,393.71	1,914.00			11,111.45
Paid Directly by District	320.70		730.00			1,050.70
<b>Total</b>	<b>6,124.44</b>	<b>3,393.71</b>	<b>2,655.53</b>	<b>-</b>	<b>-</b>	<b>12,173.68</b>

<b>Event/Purpose - 3rd Quarter</b>	<b>Jones</b>	<b>Locke</b>	<b>Boatwright</b>	<b>Thomas</b>	<b>Wichert</b>	<b>Total</b>
Local Meeting Mileage						-
Reimbursed by District						-
Local Meeting Expenses						-
Reimbursed by District						-
Paid Directly by District						-
Conferences						-
Reimbursed by District			247.96			247.96
Paid Directly by District			1,490.00			1,490.00
<b>Total</b>	<b>-</b>	<b>-</b>	<b>1,737.96</b>	<b>-</b>	<b>-</b>	<b>1,737.96</b>

<b>Event/Purpose - 4th Quarter</b>	<b>Jones</b>	<b>Locke</b>	<b>Boatwright</b>	<b>Thomas</b>	<b>Wichert</b>	<b>Total</b>
Local Meeting Mileage						-
Reimbursed by District						-
Local Meeting Expenses						-
Reimbursed by District						-
Paid Directly by District						-
Conferences						-
Reimbursed by District			1,661.45	3,079.50		4,740.95
Paid Directly by District				815.00		815.00
<b>Total</b>	<b>-</b>	<b>-</b>	<b>1,661.45</b>	<b>3,894.50</b>	<b>-</b>	<b>5,555.95</b>

**Directors Expense Report  
2023 Year to Date**

<b>Event/Purpose</b>	<b>Jones</b>	<b>Locke</b>	<b>Boatwright</b>	<b>Thomas</b>	<b>Wichert</b>	<b>Total</b>
Local Meeting Mileage						-
Reimbursed by District	-	-	11.53	-	-	11.53
Local Meeting Expenses						-
Reimbursed by District						-
Paid Directly by District						-
Conferences						-
Reimbursed by District	5,803.74	7,533.11	3,823.41	3,079.50	-	20,239.76
Paid Directly by District	4,342.60	2,572.35	3,035.00	815.00	-	10,764.95
Refunded by Director						-
Refunded Directly by Vendor						-
<b>Total</b>	<b>10,146.34</b>	<b>10,105.46</b>	<b>6,869.94</b>	<b>3,894.50</b>	<b>-</b>	<b>31,016.24</b>

This report meets the reporting requirements of Government Code sections 53065.5 and 53232.3 and is in conformance with District Policy. Per section 300.10 of the Director's Compensation and Expense Reimbursement Policy (PL-BOD003), a Director's total annual reimburseable expenses, excluding registration fees, may not exceed \$10,000.00.

**Employee Reimbursement Register  
Calendar Year, December 31, 2023**

**Employee Reimbursement Register  
Calendar Year 2023**

<b>Vendor Name</b>	<b>Document Date</b>	<b>Description</b>	<b>Document Amount</b>
AARON CAUDILLO	10/25/2023	2023 SAFETY BOOT	\$250.00
AARON CAUDILLO	5/16/2023	AWWA CONFERENCE	\$227.73
AARON CAUDILLO	2/13/2023	BACKFLOW CERT 2023	\$285.00
AARON CAUDILLO	9/19/2023	WATER TREAT CERT 2023	\$2,738.05
ABEL RAMIREZ	3/21/2023	2023 SAFETY BOOT	\$244.99
ANGELINA NGUYEN	12/31/2023	2023 SAFETY BOOT	\$168.54
BRIAN PATTERSON	12/1/2023	2023 SAFETY BOOT	\$244.97
CODY SCOTT	12/6/2023	2023 SAFETY BOOT	\$250.00
COLIN CRANE-SMITH	12/4/2023	2023 SAFETY BOOT	\$179.43
DAN YORK	12/19/2023	23 ACWA FALL CONF	\$951.82
DAN YORK	5/18/2023	2023 ACWA CONFERENCE	\$485.00
DAN YORK	5/18/2023	2023 CAP TO CAP	\$950.25
DAN YORK	9/26/2023	CSDA TRAVEL REIMBURSEMENT	\$426.14
DANE WESTVIK	12/31/2023	TRUEBILL CONF 2023	\$318.68
DAVID ESPINOZA	3/15/2023	T2 RENEW 2023	\$60.00
DMITRY ROSHKO	12/12/2023	2023 SAFETY BOOT	\$250.00
DMITRY ROSHKO	2/2/2023	BACKFLOW CERT 2023	\$305.00
EDWARD HIDALGO	12/12/2023	2023 SAFETY BOOT	\$250.00
ELOISA ESPARZA	12/1/2023	2023 AVEVA WORLD TRAINING	\$1,517.65
GEREMY MOODY	11/14/2023	2023 SAFETY BOOT	\$250.00
GREG BUNDESEN	6/20/2023	2023 CALWEP CONFEREN	\$351.68
GREG BUNDESEN	5/16/2023	2023 CAPIO ANNUAL CONFERENCE	\$399.01
GREG BUNDESEN	8/24/2023	2023 TO CERT RENEWAL	\$60.00
GREG BUNDESEN	5/16/2023	CERT RENEWAL WT	\$60.00
HEATHER HERNANDEZ-FORT	2/16/2023	D1 2023 RENEWAL	\$70.00
HECTOR SEGOVIANO	12/4/2023	2023 AWWA FALL CONF	\$232.45
HECTOR SEGOVIANO	11/20/2023	2023 SAFETY BOOT	\$205.21
HECTOR SEGOVIANO	12/13/2023	TEAM BUILDING	\$225.00
HECTOR SEGOVIANO	5/11/2023	AWWA HECTOR SEGOVIAN	\$313.00
HECTOR SEGOVIANO	3/15/2023	BACKFLOW 03/23 CERTIFICATION	\$285.00
HECTOR SEGOVIANO	12/15/2023	TEAM BUILDING	\$259.36
HECTOR SEGOVIANO	6/19/2023	T-3 RENEWAL	\$90.00
JOSH TAYLOR	6/23/2023	2023 SAFETY BOOT	\$226.26
JOSH TAYLOR	12/5/2023	BACKFLOW TESTER EXAM	\$285.00
JOSHUA GAGNON	8/22/2023	BOOT REIMBURSMENT 23	\$250.00
JOSHUA GAGNON	1/26/2023	T2 RENEWAL 2023	\$60.00
JULIE NEMITZ	12/31/2023	TEAM BUILDING	\$125.00
JULIE NEMITZ	12/31/2023	NEW EMPLOYEE WELCOME LUNCH	\$35.00
JULIE NEMITZ	11/20/2023	2023 TRUEPOINT CONFERENCE	\$695.25
JUSTIN MCGOWAN	12/26/2023	2023 SAFETY BOOT	\$250.00
JUSTIN MCGOWAN	12/26/2023	D3 EXAM CERT FEES	\$190.00
KYLE JIVIDEN	3/15/2023	2023 EDUCATION REIMBURSMENT	\$1,920.00
KYLE JIVIDEN	8/2/2023	2023 BOOT ALLOWANCE	\$180.27
KYLE JIVIDEN	2/8/2023	2023 EDUCATION REIMBURSMENT	\$1,920.00
KYLE JIVIDEN	6/21/2023	2023 EDUCATION REIMBURSMENT	\$1,410.00
MARIO HERNANDEZ	12/26/2023	2023 SAFETY BOOT	\$250.00

**Employee Reimbursement Register  
Calendar Year 2023**

<b>Vendor Name</b>	<b>Document Date</b>	<b>Description</b>	<b>Document Amount</b>
MARK TAYLOR	6/19/2023	2023 AWWA SPRING CON	\$227.72
MARK TAYLOR	4/17/2023	2023 SAFETY BOOT	\$219.76
MARK TAYLOR	6/26/2023	ACE 23 CONFERENCE	\$567.22
MARK TAYLOR	12/12/2023	D-4 EXAM AND CERT	\$235.00
MATT UNDERWOOD	10/17/2023	2023 CA-NV AWWA	\$959.60
MATT UNDERWOOD	12/31/2023	TEAM BUILDING	\$100.00
MATT UNDERWOOD	3/23/2023	T2 RENEW REIMBURESMENT	\$60.00
MAYNARD THOMAS FOX	12/31/2023	2023 SAFETY BOOT	\$225.21
MITCHELL MCCARTHY	11/14/2023	AWWA CANV FALL CONFENCE	\$1,455.57
MITCHELL MCCARTHY	11/14/2023	2023 TRAINING TRAVEL REIM	\$92.09
MONICA VAZQUEZ	5/16/2023	2023 AWWA CONFERENCE	\$300.09
MONICA VAZQUEZ	12/12/2023	2023 SAFETY BOOT	\$198.00
PAUL JOHNSON	11/20/2023	2023 SAFETY BOOT	\$247.81
PAUL JOHNSON	10/25/2023	2023 CLA-VAL TRAINING REIMBURSE	\$552.86
PAUL MILLER	7/11/2023	2023 SAFETY BOOT	\$242.39
RAUL PALOMAR	12/1/2023	2023 SAFETY BOOT	\$250.00
RODNEY LEE	12/31/2023	2023 TRUEPOINT CONFERENCE	\$172.50
ROMAN ANDERSON	10/13/2023	2023 SAFETY BOOT	\$193.94
SARAH DAINS	12/12/2023	2023 AWWA CONFERENCE	\$276.50
SARAH DAINS	6/14/2023	2023 AWWA SPRING CONFERENCE RE	\$297.00
SARAH DAINS	3/6/2023	2023 SAFETY BOOT	\$250.00
SCOTT BLAKE	2/28/2023	2023 SAFETY BOOTS	\$250.00
SCOTT BLAKE	6/27/2023	2023 SAFETY BOOTS	\$250.00
SHAWN CHANEY	12/26/2023	2023 SAFETY BOOTS	\$241.30
SHAWN CHANEY	12/6/2023	AWWA CONFERENCE REIM	\$306.49
SHAWN CHANEY	7/11/2023	AWWA SPRING CONFERENCE REIM	\$205.10
SHAWN CHANEY	3/13/2023	2023 WATER SYS TRAINING	\$165.53
THOMAS SAWYER	12/12/2023	2023 SAFETY BOOTS	\$250.00
THOMAS SAWYER	9/29/2023	D2/T2 CERTIFICATION	\$413.53
TODD ARTRIP	1/12/2023	D2 T2 RENEW 2023	\$165.00
TODD ARTRIP	9/5/2023	2023 SAFETY BOOTS	\$246.66
VICKI SPRAGUE	10/17/2023	2023 MULCH MAYHEM EXP REIM	\$59.96
VICKI SPRAGUE	10/17/2023	2023 WATERSMART INN	\$314.59
VICKI SPRAGUE	1/30/2023	2023 SAFETY BOOT	\$250.00
VICKI SPRAGUE	12/21/2023	CLIA CERT RENEWAL	\$75.00
VICKI SPRAGUE	5/10/2023	2023 MULCH MAYHEM EXP REIM	\$18.88
WAYNE BELLERT	12/12/2023	2023 SAFETY BOOT	\$250.00
WAYNE BELLERT	10/9/2023	CLA VALVE AUG 2023	\$223.00
WILLIAM SADLER	10/23/2023	2023 SAFETY BOOT	\$250.00
WILLIAM SADLER	9/6/2023	CLA-VAL TRAINING	\$458.78
WILLIAM VAN PELT	12/12/2023	2023 SAFETY BOOT	\$183.16
			<b>\$32,400.98</b>



## Agenda Item: 6

**Date:** February 26, 2024

**Subject:** Policy Review – Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)

**Staff Contact:** Susan Schinnerer, Human Resources Manager

### **Recommended Board Action:**

Approve the Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) with changes. Approve the review period to be updated to every two years.

### **Background:**

The Employee Recruitment, Hiring and Promotion Policy (Policy) was adopted by the Board of Directors (Board) on June 18, 2007, and was last reviewed by the Board and ratified without changes on May 16, 2022. On January 22, 2024, the Policy was brought to the Board for its scheduled review. No comments from Directors have been received to date.

The Policy was reviewed by legal counsel for this update.

### **Discussion:**

Staff recommends approving the Policy with changes . Both a redline version (Attachment 1) and clean version (Attachment 2) are included for your reference. In summary, material edits by staff and legal were made to the following sections:

**Section 200.00:** Remove exclusion clause for violence to comply with updates to state law regarding criminal background assessments.

**Section 201:** Update language to reflect state language regarding equal opportunity employment.

### **Fiscal Impact:**

There is no fiscal impact related to the changes in this Policy.

### **Strategic Plan Alignment:**

Goal E: Retain and Recruit a Qualified and Stable Workforce

This Policy is a benefit for District customers because it supports the District’s mission to retain quality employees and supports fair and equitable treatment under the law.

Policy Review – Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)

February 26, 2024

Page 2 of 2

**Attachment:**

1 – Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) – redline

2 – Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) – clean

Sacramento Suburban Water District

**Employee Recruitment, Hiring, and Promotion Policy**

Adopted: June 18, 2007

~~Ratified-Approved~~ without changes on: ~~May 16, 2022-February 26, 2024~~

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**100.00 Purpose of the Policy**

To establish a uniform and consistent process for recruiting, hiring, and promoting District employees that is fair and equitable to all applicants; ~~and employees and to enable hiring e~~the most qualified candidates that best meets the needs of the District.

**200.00 Policy**

The District is committed to ensuring a fair and equitable recruitment and hiring process that complies with all applicable state and federal laws; results in selecting the most qualified candidate based on the needs of the District; contributes to a diverse and dynamic work-force; and, shall avoid any favoritism or discrimination. The process, which shall be utilized for all Introductory/Regular/Management and Temporary/Seasonal positions, shall identify and attract qualified candidates, including members of protected groups, and encourage the career growth of current staff. ~~The District will not hire individuals with a documented past or present history of violence to ensure employee and customer safety.~~

**210.00 Equal Opportunity Employer**

The District is an equal opportunity employer, and employment decisions are made on the basis of merit, experience, and other bona fide occupational qualifications. The District is committed to complying with all applicable laws providing equal employment opportunities. This policy prohibits discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), parental status, national origin, age, disability, genetic information (including family medical history), political affiliation, military service, or other non-merit-based factors~~ae, sex, color, national origin, ancestry, and in addition to all~~ other protected classes under applicable federal or state laws. This policy applies to all persons involved in the operation of the District, including employees, directors, other officers, contractors, consultants, and vendors. This policy applies to all areas of employment, including recruitment, hiring, training, promotion, transfer, termination, reduction in force, compensation, and other benefits.

**300.00 Authority and Responsibility**



The General Manager is responsible for administering this policy and has established processes for recruiting, hiring, and promoting staff that align with this policy and the District's Strategic Plan, and are consistent with applicable state and federal labor laws, as set forth in the Employee Recruitment, Hiring, and Promotion Procedure (PR - HR 009). Prior approval from the General Manager or [his/her/their](#) designee is required to fill vacant staff positions or to reorganize a department's existing staffing needs.

The General Manager or [his/her/their](#) designee must also approve the hiring or promotion of the recommended candidate and starting pay within the pay/salary band for the position. Nothing in this policy is intended to infringe on the duties of the General Manager as the General Manager has full power and authority to employ and discharge all employees, ~~as authorized~~ under California Water Code Section 30580.

The Board of Directors shall approve the ~~hiring establishment~~ of any new [staff](#) positions that will increase the total number of regular, full-time District employees. The Board of Directors shall also determine the recruitment process and selection criteria to be used in the event of a vacancy in the position of General Manager.

#### **400.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.

Sacramento Suburban Water District

**Employee Recruitment, Hiring, and Promotion Policy**

Adopted: June 18, 2007

Approved with changes on: February 26, 2024

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**100.00 Purpose of the Policy**

To establish a uniform and consistent process for recruiting, hiring, and promoting District employees that is fair and equitable to all applicants; to enable hiring the most qualified candidates that best meet the needs of the District.

**200.00 Policy**

The District is committed to ensuring a fair and equitable recruitment and hiring process that complies with all applicable state and federal laws; results in selecting the most qualified candidate based on the needs of the District; contributes to a diverse and dynamic workforce; and shall avoid any favoritism or discrimination. The process, which shall be utilized for all Introductory/Regular/Management and Temporary/Seasonal positions, shall identify and attract qualified candidates, including members of protected groups, and encourage the career growth of current staff. .

**210.00 Equal Opportunity Employer**

The District is an equal opportunity employer, and employment decisions are made on the basis of merit, experience, and other bona fide occupational qualifications. The District is committed to complying with all applicable laws providing equal employment opportunities. This policy prohibits discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), parental status, national origin, age, disability, genetic information (including family medical history), political affiliation, military service, or other non-merit-based factors, in addition to other protected classes under applicable federal or state laws. This policy applies to all persons involved in the operation of the District, including employees, directors, other officers, contractors, consultants, and vendors. This policy applies to all areas of employment, including recruitment, hiring, training, promotion, transfer, termination, reduction in force, compensation, and other benefits.

**300.00 Authority and Responsibility**

The General Manager is responsible for administering this policy and has established processes for recruiting, hiring, and promoting staff that align with this policy and the District's Strategic Plan, and are consistent with applicable state and federal labor

laws, as set forth in the Employee Recruitment, Hiring, and Promotion Procedure (PR - HR 009). Prior approval from the General Manager or their designee is required to fill vacant staff positions or to reorganize a department's existing staffing needs.

The General Manager or their designee must also approve the hiring or promotion of the recommended candidate and starting pay within the pay/salary band for the position. Nothing in this policy is intended to infringe on the duties of the General Manager as the General Manager has full power and authority to employ and discharge all employees under California Water Code Section 30580.

The Board of Directors shall approve the establishment of any new positions that will increase the total number of regular, full-time District employees. The Board of Directors shall also determine the recruitment process and selection criteria to be used in the event of a vacancy in the position of General Manager.

#### **400.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.



## Agenda Item: 7

**Date:** February 26, 2024

**Subject:** 2024 Legislation Support Request

**Staff Contact:** Greg Bundesen, Conservation and Communications Supervisor

### Recommended Board Action:

Staff recommends the Board take a position of “Support” on the following bills:

- California Assembly Bill (AB) 2257 Water and Sewer Fees and Assessments.
- California Senate Bill (SB) 1110 Urban Retail Water Suppliers, Information Order, Conservation Order.

### Background:

PL – Adm 004 Legislative Response Policy establishes the District’s position relative to legislative proposals, and to respond to requests for support or opposition from various agencies.

#### *AB 2257*

On February 13, 2024, the District received a notice from the Association of California Water Agencies (ACWA) urging its member agencies to join a coalition to support AB 2257.

#### *SB 1110*

On February 14, 2024, staff reviewed newly introduced California legislation and found SB 1110. Staff contacted the Regional Water Authority’s (RWA) Manager of Government Relations regarding SB 1110 and was informed that RWA is a sponsor of SB 1110.

### Discussion:

- *AB 2257* Introduced by California Assemblymember Lori Wilson on February 8, 2024, and sponsored by ACWA, AB 2257 would “authorize public agencies to adopt procedures for the submittal and consideration of public comments regarding proposed water rates or assessments (fees).” AB 2257 would create an exhaustion of administrative remedies procedure for water rates and assessments that, if a public utility chooses to follow, would require the public to submit a timely written objection to the ratemaking proposal or new assessment and to raise the particular Prop 218 compliance issues the plaintiff may litigate later.

Supporting AB 2257 will benefit District customers by limiting litigation costs should a member of the public submit an objection to a ratemaking proposal.

- *SB 1110* Introduced by California Senator Angelique Ashby on February 13, 2024, and sponsored by the RWA, SB 1110 would require the State Water Resources Control Board (SWRCB) to “*additionally consider lower cost actions the water supplier has implemented or will implement in order to help the water supplier achieve overall water supply resiliency in determining whether to issue an informational order*” and “*authorize the board to consider the water supplier’s overall water supply management portfolio, including lower cost actions the water supplier has implemented or will implement in order to help the water supplier achieve overall water supply resiliency in deciding whether to issue a conservation order.*”

SB 1110 would benefit District customers by allowing water agencies to provide actions taken towards meeting its urban water use objective, as well as authorizing the SWRCB to consider a water supplier’s overall water supply management portfolio prior to issuing an Information Order and/or a Conservation Order.

Staff will continue to support the RWA’s effort to support the Act and staff will continue to inform the Board of the Act’s progress through the Legislature. A copy of AB 2257 and SB 1110 can be provided upon request.

**Fiscal Impact:**

There is no direct cost to the District for supporting AB 2257 and SB 1110.

**Strategic Plan Alignment:**

- **Goal A:** Provide a High-Quality Reliable Water Supply by Ensuring it is Sustainable, Clean, and Safe
- **Goal B:** Optimize Operational and Organizational Efficiencies
- **Goal C:** Ensure Fiscal Responsibility and Affordable Rates



## Agenda Item: 8

**Date:** February 26, 2024

**Subject:** General Manager Employment Agreement

**Staff Contact:** Dan York, General Manager

### Recommended Board Action:

Approve and authorize President Kevin Thomas to execute the amended Employee Agreement with Dan York, General Manager.

### Discussion:

Following completion of the General Manager’s 2023 Performance Evaluation, the Board of Directors met in closed session to provide direction for labor negotiations. As a result of those negotiations, the attached Employment Contract is presented for Board consideration and approval to execute.

The proposed change to the agreement includes the following amendments to Sections 5:

- During the term of this Agreement, Mr. York will be paid a salary in the amount of \$245,000 per year (“Base Salary”). The District will pay Mr. York his Base Salary in accordance with the pay periods established for all District employees. This amendment has been updated in Section 5, a.
- Mr. York will be entitled to 200 hours per year of General Manager’s vacation leave per year. Of those 200 hours of vacation, 80 hours per year must be taken as time off away from his job duties as vacation, the remaining 120 hours can be used per District policy, but he will not be entitled to accrue a vacation leave balance above 500 hours. Mr. York will not be entitled to any overtime pay or other compensatory time off benefits. This amendment has been updated in Section 5, c.

### Fiscal Impact:

Included in the approved CY2024 labor budget.

### Strategic Plan Alignment:

**Goal E** - Retain and Recruit a Qualified and Stable Workforce

### Attachments:

1. Sacramento Suburban Water District Amended and Restated Employment Agreement with General Manager 2024 Revision Draft
2. Sacramento Suburban Water District Amended and Restated Employment Agreement with General Manager

**SACRAMENTO SUBURBAN WATER DISTRICT  
AMENDED AND RESTATED EMPLOYMENT AGREEMENT  
WITH GENERAL MANAGER  
2024 REVISION DRAFT**

This Amended and Restated Employment Agreement with General Manager (“Agreement”) is entered into and made effective as of January 1, ~~2023~~, 2024 by and between Sacramento Suburban Water District, a public agency (“District”), and Daniel R. York, an individual (“Mr. York”), who agree as follows:

**1. Recitals.** The District has selected Mr. York as the General Manager of the District and Mr. York consents to such selection, subject to the terms of this Agreement.

**2. Employment.** The District hereby employs Mr. York as General Manager of the District (and including the duties of District Secretary) commencing on January 1, ~~2018-2024~~, subject to the terms and conditions of this Agreement. Mr. York hereby accepts such employment on the terms and conditions of this Agreement. In accordance with the provisions of sections 53262 and 54957 of the Government Code, this Agreement is subject to ratification in an open session of a regular meeting of the Board of Directors of the District.

**3. Duties.** Mr. York will be the chief executive officer of the District, and will work under the direction of the District Board of Directors. Mr. York’s duties under this Agreement will be those enumerated in Water Code sections 30579, 30580, and 30581, assigned to the office of the General Manager and District Secretary, as described in the job description for the General Manager position and as adopted and amended from time to time by the District Board of Directors, and such other duties and responsibilities as may be assigned by the District Board of Directors. The current job description for the General Manager is attached as Exhibit A to this Agreement.

**4. Work Hours.** Mr. York will devote his full time, attention and energies to his duties, and will be available to work at such times as necessary to fully and competently perform the duties of General Manager, regardless of the number of hours involved. Mr. York acknowledges that the duties of General Manager may require an average of more than forty hours per week, and that some day-to-day work hours may vary (for example on Board meeting days). Except as otherwise provided in this Agreement, Mr. York will not be compensated for overtime hours worked or otherwise earned, or be entitled to compensatory time off for hours worked in excess of eight hours per day or forty hours per week. Mr. York will not engage in any conduct or other employment or business that would interfere with his responsibilities and duties to the District or that would reflect unfavorably on the interests of the District.

**5. Compensation.** For all services to be rendered by Mr. York under this Agreement, the District will provide to Mr. York the following salary and benefits:

a. During the term of this Agreement, Mr. York will be paid a salary in the amount of ~~\$225,000~~ \$245,000 per year (“Base Salary”). The District will pay Mr. York his Base Salary in accordance with the pay periods established for all District employees.

b. The District Board of Directors may, at any time during the term of this Agreement, increase Mr. York’s Base Salary. The Board of Directors will conduct an annual review each year of Mr. York’s job performance, and may consider a merit salary increase after performing each such review.

c. Mr. York will be entitled to ~~240~~ 200 hours ~~per year~~ of General Manager’s vacation leave per year. Of those 200 hours of vacation, 80 hours per year must be taken as time off away from his job duties as vacation, the remaining 120

hours can be used per District policy, but he will not be entitled to accrue a vacation leave balance above 500 hours. Mr. York will not be entitled to any overtime pay or other compensatory time off benefits.

d. Mr. York will be entitled to receive all other employee benefits (including, but not limited to, sick leave, retirement system membership and employer contributions, deferred compensation investment opportunities, and employee and dependent coverage on health, dental and other group insurance programs), as provided in the District Employee Handbook, as amended from time to time by the Board of Directors, and as otherwise provided to other regular full-time District employees.

e. Mr. York will receive \$300 per month car allowance. Mr. York understands that the car allowance will be deemed taxable income to the extent required by law, but that it is not “PERSable” compensation. Mr. York will be entitled to be reimbursed for the reasonable amount of his actual and necessary expenses incurred in carrying out his duties as General Manager to the extent that his expenses have been properly documented in conformance with the District Employee Handbook and policies, and the Internal Revenue Service’s requirements for an Accountable Plan. Reimbursement for travel-related expenses incurred by Mr. York as General Manager for travel outside of California will require the prior approval of the Board of Directors.

**6. Other Terms and Conditions of Employment.** The performance of duties by Mr. York also will be governed by the District Employee Handbook, and the District and Mr. York will comply with all applicable provisions of the Employee Handbook. If any term or condition of this Agreement is inconsistent or in conflict with a term or condition of the Employee Handbook, the provisions of this Agreement will govern. Mr. York acknowledges that the position of General Manager is one requiring frequent and highly-visible contact and involvement with members of the public and the community, and that in many respects the General Manager is the spokesperson and representative of the District. Mr. York will not engage in any conduct within or outside the scope of his employment with the District that reflects unfavorably on or discredits the District, its Board of Directors, or other employees.

**7. Termination.** This Agreement may be terminated in any one of the following ways:

a. By mutual agreement of the parties, expressed in writing.

b. By Mr. York, upon giving to the District not less than 90 days prior written notice of his election to terminate.

c. By the District, for cause, upon giving to Mr. York written notice of immediate termination. The written notice of termination will specify (1) the particular cause(s) and the facts and circumstances justifying the termination of the Agreement for cause, and (2) the opportunity of Mr. York to be heard before the District Board of Directors on the reasons for his termination. If Mr. York requests a hearing, the hearing will be held at the Board's earliest convenience in a closed session, unless Mr. York requests an open session hearing. After the hearing, the Board may affirm, modify or reverse its decision to terminate for cause. For purposes of this Agreement, the following will justify termination for cause: willful breach of duty; habitual neglect of duty; gross insubordination; conviction of a crime involving moral turpitude; conduct that makes it impossible or impracticable to perform the duties under this Agreement, or that seriously impedes District operations; conduct that tends to bring discredit to the District, or conduct unbecoming an employee in public service; mishandling of District funds; any intentional misrepresentation or fraud in connection with the performance of his duties; or, theft of District property.

d. By the District, without cause, upon giving to Mr. York written notice of immediate termination and payment of severance pay in a maximum amount equal to Mr. York’s then-monthly salary multiplied by 3 months, consistent with, and as may be limited by, the provisions of Government Code sections 53260 through 53264.

Notwithstanding the provisions of any District rule, regulation, policy, procedure or practice to the contrary, upon termination of Mr. York’s employment, whether with or without cause, Mr. York will not be entitled to any compensation,



damages or other monetary award except as specifically authorized by this Agreement.

**8. Dispute Resolution.** If any dispute arises between the District and Mr. York over the conditions of his employment or the terms of this Agreement, the District and Mr. York agree that they first will meet and confer to try to resolve the dispute. If that informal process does not result in a resolution of the dispute, the parties then will agree on a mutually acceptable mediator and attempt to mediate the dispute. If mediation is ineffective, the parties agree to submit the dispute to binding arbitration before a single mutually acceptable arbitrator using the procedures set forth in the California Arbitration Act, Code of Civil Procedure sections 1280 and following. Each party will bear its own costs in all phases of the dispute resolution process.

**9. Entire Agreement.** This Agreement constitutes the sole, entire, integrated and exclusive contract between the parties respecting Mr. York’s employment by the District, and any other contracts, contract terms, understandings, promises or representations not expressly set forth or referenced in this Agreement are void and of no effect.

**10. Notices.** Any notice to be given to Mr. York will be sufficiently served if delivered personally, or if deposited in the United States Mail, regular pre-paid mail, addressed to Mr. York at his most recent residence address as shown on the District’s payroll records. Any notice to be given to the District will be addressed and delivered or mailed to the Board of Directors at the District office.

**11. Successors and Assigns.** This Agreement is personal to Mr. York. Neither the Agreement nor any part of it may be transferred or assigned. Subject to this restriction on transfer and assignment, this Agreement will bind, and inure to the benefit of, the successors, assigns, heirs and legal representatives of the parties.

**12. Amendments.** This Agreement may be amended only by a subsequent writing approved and signed by both parties. Any amendment by the District must be approved by the Board of Directors in a noticed regular public meeting. Individual Directors do not have the authority, express or implied, to amend, modify, waive or in way alter this Agreement or the terms and conditions of Mr. York’s employment.

**13. Waiver.** A waiver at any time by either party of its rights with respect to a default or other matter arising in connection with this Agreement will not be deemed a waiver with respect to any subsequent default or matter.

**14. Construction and Interpretation.** The parties acknowledge and agree that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

SACRAMENTO SUBURBAN  
WATER DISTRICT:

MR. YORK:

By: \_\_\_\_\_  
President, Board of Directors

By: \_\_\_\_\_  
Daniel R. York

Attest:

\_\_\_\_\_

**SACRAMENTO SUBURBAN WATER DISTRICT  
AMENDED AND RESTATED EMPLOYMENT AGREEMENT  
WITH GENERAL MANAGER**

This Amended and Restated Employment Agreement with General Manager (“Agreement”) is entered into and made effective as of January 1, 2024, by and between Sacramento Suburban Water District, a public agency (“District”), and Daniel R. York, an individual (“Mr. York”), who agree as follows:

- 1. Recitals.** The District has selected Mr. York as the General Manager of the District and Mr. York consents to such selection, subject to the terms of this Agreement.
- 2. Employment.** The District hereby employs Mr. York as General Manager of the District (and including the duties of District Secretary) commencing on January 1, 2024, subject to the terms and conditions of this Agreement. Mr. York hereby accepts such employment on the terms and conditions of this Agreement. In accordance with the provisions of sections 53262 and 54957 of the Government Code, this Agreement is subject to ratification in an open session of a regular meeting of the Board of Directors of the District.
- 3. Duties.** Mr. York will be the chief executive officer of the District, and will work under the direction of the District Board of Directors. Mr. York’s duties under this Agreement will be those enumerated in Water Code sections 30579, 30580, and 30581, assigned to the office of the General Manager and District Secretary, as described in the job description for the General Manager position and as adopted and amended from time to time by the District Board of Directors, and such other duties and responsibilities as may be assigned by the District Board of Directors. The current job description for the General Manager is attached as Exhibit A to this Agreement.
- 4. Work Hours.** Mr. York will devote his full time, attention and energies to his duties, and will be available to work at such times as necessary to fully and competently perform the duties of General Manager, regardless of the number of hours involved. Mr. York acknowledges that the duties of General Manager may require an average of more than forty hours per week, and that some day-to-day work hours may vary (for example on Board meeting days). Except as otherwise provided in this Agreement, Mr. York will not be compensated for overtime hours worked or otherwise earned, or be entitled to compensatory time off for hours worked in excess of eight hours per day or forty hours per week. Mr. York will not engage in any conduct or other employment or business that would interfere with his responsibilities and duties to the District or that would reflect unfavorably on the interests of the District.
- 5. Compensation.** For all services to be rendered by Mr. York under this Agreement, the District will provide to Mr. York the following salary and benefits:
  - a. During the term of this Agreement, Mr. York will be paid a salary in the amount of \$245,000 per year (“Base Salary”). The District will pay Mr. York his Base Salary in accordance with the pay periods established for all District employees.
  - b. The District Board of Directors may, at any time during the term of this Agreement, increase Mr. York’s Base Salary. The Board of Directors will conduct an annual review each year of Mr. York’s job performance, and may consider a merit salary increase after performing each such review.
  - c. Mr. York will be entitled to 200 hours of General Manager’s vacation leave per year. Of those 200 hours of vacation, 80 hours per year must be taken as time off away from his job duties as vacation, the remaining

120 hours can be used per District policy, but he will not be entitled to accrue a vacation leave balance above 500 hours. Mr. York will not be entitled to any overtime pay or other compensatory time off benefits.

d. Mr. York will be entitled to receive all other employee benefits (including, but not limited to, sick leave, retirement system membership and employer contributions, deferred compensation investment opportunities, and employee and dependent coverage on health, dental and other group insurance programs), as provided in the District Employee Handbook, as amended from time to time by the Board of Directors, and as otherwise provided to other regular full-time District employees.

e. Mr. York will receive a \$300 per month car allowance. Mr. York understands that the car allowance will be deemed taxable income to the extent required by law, but that it is not “PERSable” compensation. Mr. York will be entitled to be reimbursed for the reasonable amount of his actual and necessary expenses incurred in carrying out his duties as General Manager to the extent that his expenses have been properly documented in conformance with the District Employee Handbook and policies, and the Internal Revenue Service’s requirements for an Accountable Plan. Reimbursement for travel-related expenses incurred by Mr. York as General Manager for travel outside of California will require the prior approval of the Board of Directors.

**6. Other Terms and Conditions of Employment.** The performance of duties by Mr. York also will be governed by the District Employee Handbook, and the District and Mr. York will comply with all applicable provisions of the Employee Handbook. If any term or condition of this Agreement is inconsistent or in conflict with a term or condition of the Employee Handbook, the provisions of this Agreement will govern. Mr. York acknowledges that the position of General Manager is one requiring frequent and highly-visible contact and involvement with members of the public and the community, and that in many respects the General Manager is the spokesperson and representative of the District. Mr. York will not engage in any conduct within or outside the scope of his employment with the District that reflects unfavorably on or discredits the District, its Board of Directors, or other employees.

**7. Termination.** This Agreement may be terminated in any one of the following ways:

- a. By mutual agreement of the parties, expressed in writing.
- b. By Mr. York, upon giving to the District not less than 90 days prior written notice of his election to terminate.

c. By the District, for cause, upon giving to Mr. York written notice of immediate termination. The written notice of termination will specify (1) the particular cause(s) and the facts and circumstances justifying the termination of the Agreement for cause, and (2) the opportunity of Mr. York to be heard before the District Board of Directors on the reasons for his termination. If Mr. York requests a hearing, the hearing will be held at the Board’s earliest convenience in a closed session, unless Mr. York requests an open session hearing. After the hearing, the Board may affirm, modify or reverse its decision to terminate for cause. For purposes of this Agreement, the following will justify termination for cause: willful breach of duty; habitual neglect of duty; gross insubordination; conviction of a crime involving moral turpitude; conduct that makes it impossible or impracticable to perform the duties under this Agreement, or that seriously impedes District operations; conduct that tends to bring discredit to the District, or conduct unbecoming an employee in public service; mishandling of District funds; any intentional misrepresentation or fraud in connection with the performance of his duties; or, theft of District property.

d. By the District, without cause, upon giving to Mr. York written notice of immediate termination and payment of severance pay in a maximum amount equal to Mr. York’s then-monthly salary multiplied by 3 months, consistent with, and as may be limited by, the provisions of Government Code sections 53260 through 53264.

Notwithstanding the provisions of any District rule, regulation, policy, procedure or practice to the contrary, upon termination of Mr. York's employment, whether with or without cause, Mr. York will not be entitled to any compensation, damages or other monetary award except as specifically authorized by this Agreement.

**8. Dispute Resolution.** If any dispute arises between the District and Mr. York over the conditions of his employment or the terms of this Agreement, the District and Mr. York agree that they first will meet and confer to try to resolve the dispute. If that informal process does not result in a resolution of the dispute, the parties then will agree on a mutually acceptable mediator and attempt to mediate the dispute. If mediation is ineffective, the parties agree to submit the dispute to binding arbitration before a single mutually acceptable arbitrator using the procedures set forth in the California Arbitration Act, Code of Civil Procedure sections 1280 and following. Each party will bear its own costs in all phases of the dispute resolution process.

**9. Entire Agreement.** This Agreement constitutes the sole, entire, integrated and exclusive contract between the parties respecting Mr. York's employment by the District, and any other contracts, contract terms, understandings, promises or representations not expressly set forth or referenced in this Agreement are void and of no effect.

**10. Notices.** Any notice to be given to Mr. York will be sufficiently served if delivered personally, or if deposited in the United States Mail, regular pre-paid mail, addressed to Mr. York at his most recent residence address as shown on the District's payroll records. Any notice to be given to the District will be addressed and delivered or mailed to the Board of Directors at the District office.

**11. Successors and Assigns.** This Agreement is personal to Mr. York. Neither the Agreement nor any part of it may be transferred or assigned. Subject to this restriction on transfer and assignment, this Agreement will bind, and inure to the benefit of, the successors, assigns, heirs and legal representatives of the parties.

**12. Amendments.** This Agreement may be amended only by a subsequent writing approved and signed by both parties. Any amendment by the District must be approved by the Board of Directors in a noticed regular public meeting. Individual Directors do not have the authority, express or implied, to amend, modify, waive or in way alter this Agreement or the terms and conditions of Mr. York's employment.

**13. Waiver.** A waiver at any time by either party of its rights with respect to a default or other matter arising in connection with this Agreement will not be deemed a waiver with respect to any subsequent default or matter.

**14. Construction and Interpretation.** The parties acknowledge and agree that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

SACRAMENTO SUBURBAN  
WATER DISTRICT:

MR. YORK

By: \_\_\_\_\_  
President, Board of Directors

By: \_\_\_\_\_  
Daniel R. York

Attest: \_\_\_\_\_



## Agenda Item: 9

**Date:** February 26, 2024

**Subject:** RiverArc Project

**Staff Contact:** Dan York, General Manager

### **Recommended Board Action:**

Direct staff to further investigate the District’s participation in the RiverArc Projects for diversion of water from the Sacramento River.

### **Background:**

On December 18, 2023, staff provided high-level information about the RiverArc Project. As a reminder, RiverArc aims to redistribute a portion of the region’s water reliance on the American River to the much larger Sacramento River. The RiverArc project stemmed from the 2000 Water Forum Agreement and offers regional benefits by optimizing groundwater use, increasing Folsom Reservoir storage, and redirecting diversions to meet municipal water needs while protecting fish habitats in the Lower American River. The RiverArc Project will include construction of water treatment and transmission facilities to deliver Sacramento River water supplies to the region upon implementation.

### **Discussion:**

Placer County Water Agency and City of Sacramento, two members of the RiverArc Partnership, will provide a presentation to further inform the Board about the project and address any questions.

As mentioned in December, the environmental and early design efforts are underway thanks to a \$5.1 million grant from the California Wildlife Conservation Board. The RiverArc Partnership is encouraging other agencies to participate in this regional venture to enhance water supply security while also benefiting the environment.

Joining now would allow the District to become a founding member of the Joint Powers Authority that is being established to govern and implement the RiverArc Project. Participation would also allow for inclusion in the scope of the environmental documents and provide the opportunity for the District to capitalize on the economies of scale and funding opportunities.

As a reminder, the District can expect the following benefits from the RiverArc Project:

- in-lieu recharge of the groundwater basin due to strategic use of surface water,
- reliable surface water supply,

- connection of the American River and Sacramento River supplies by joining the RiverArc treated water pipeline to the Cooperative Transmission Pipeline,
- attractive project for State and Federal funding due to the regional, environmental, and climate mitigation nature of the project leading to lower customer costs, and
- greater regional water supply reliability associated with the operational flexibility provided to Reclamation by RiverArc.

A decision regarding participation in the environmental documentation is needed by June 2024. Joining RiverArc would require a buy-in to pay the District's portion of previously expended RiverArc partner funds and resources, as well as fund a portion of the local share for the environmental and early design scope. Participation now does not commit the District to Phase 1 implementation, but does eliminate the potential for costly supplemental environmental documentation associated with joining RiverArc later.

**Fiscal Impact:**

The cost to participate in RiverArc is highly dependent on the participation level of the District. If the Board provides direction to further investigate involvement, cost ranges can be developed and brought back to the Board for consideration.

**Attachment:**

1 – RiverArc Project Presentation



February 26, 2024

# Sacramento Suburban Water District Board Briefing

# Current Partners



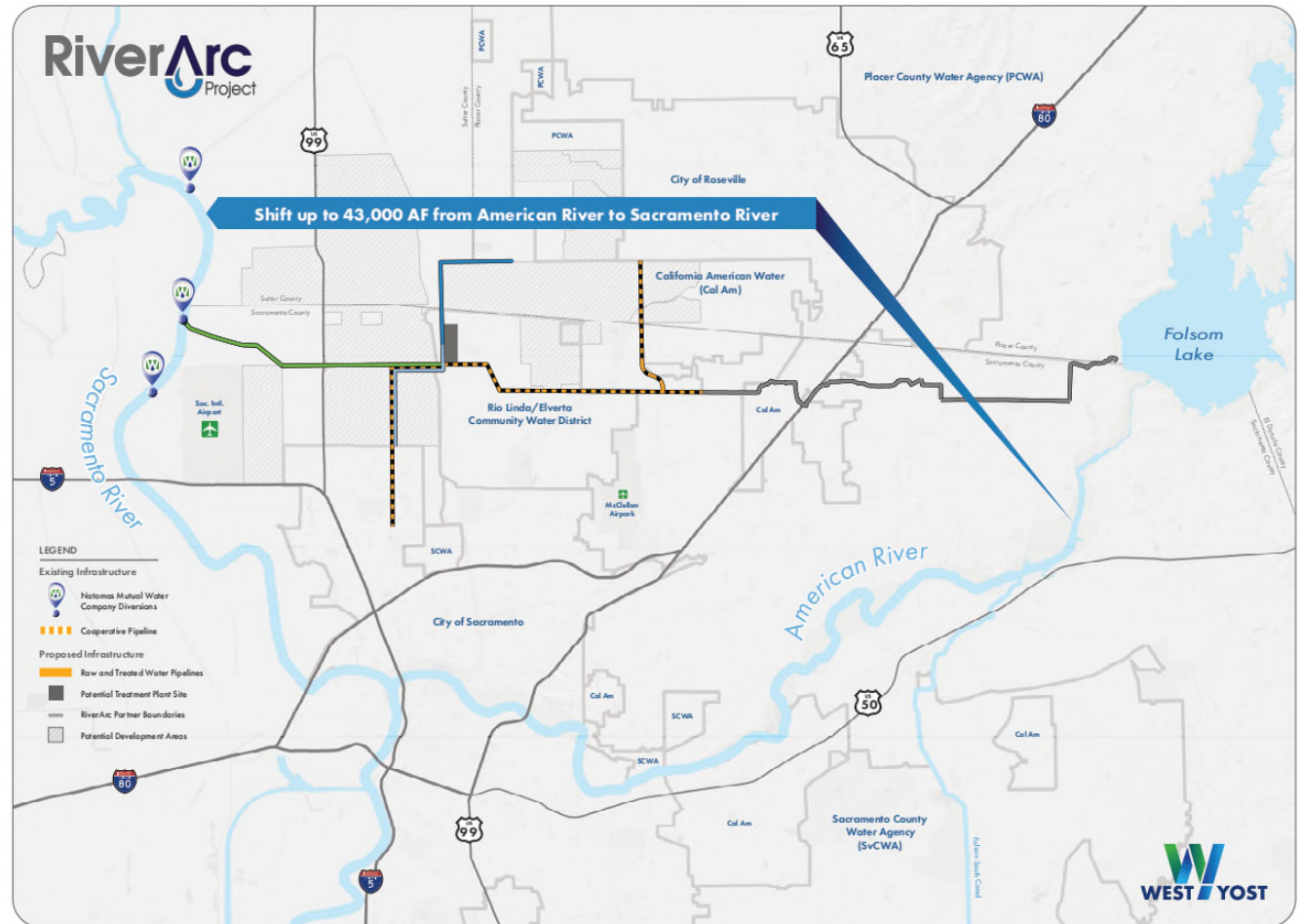


# Discussions with Potential Partners



# The RiverArc Project

RiverArc will increase flows in the Lower American River, strengthening the river system and the aquatic and terrestrial habitat it supports.



# The RiverArc Infrastructure



# Benefits

River and Ecosystem Health Improvement

Urban River Enhancement

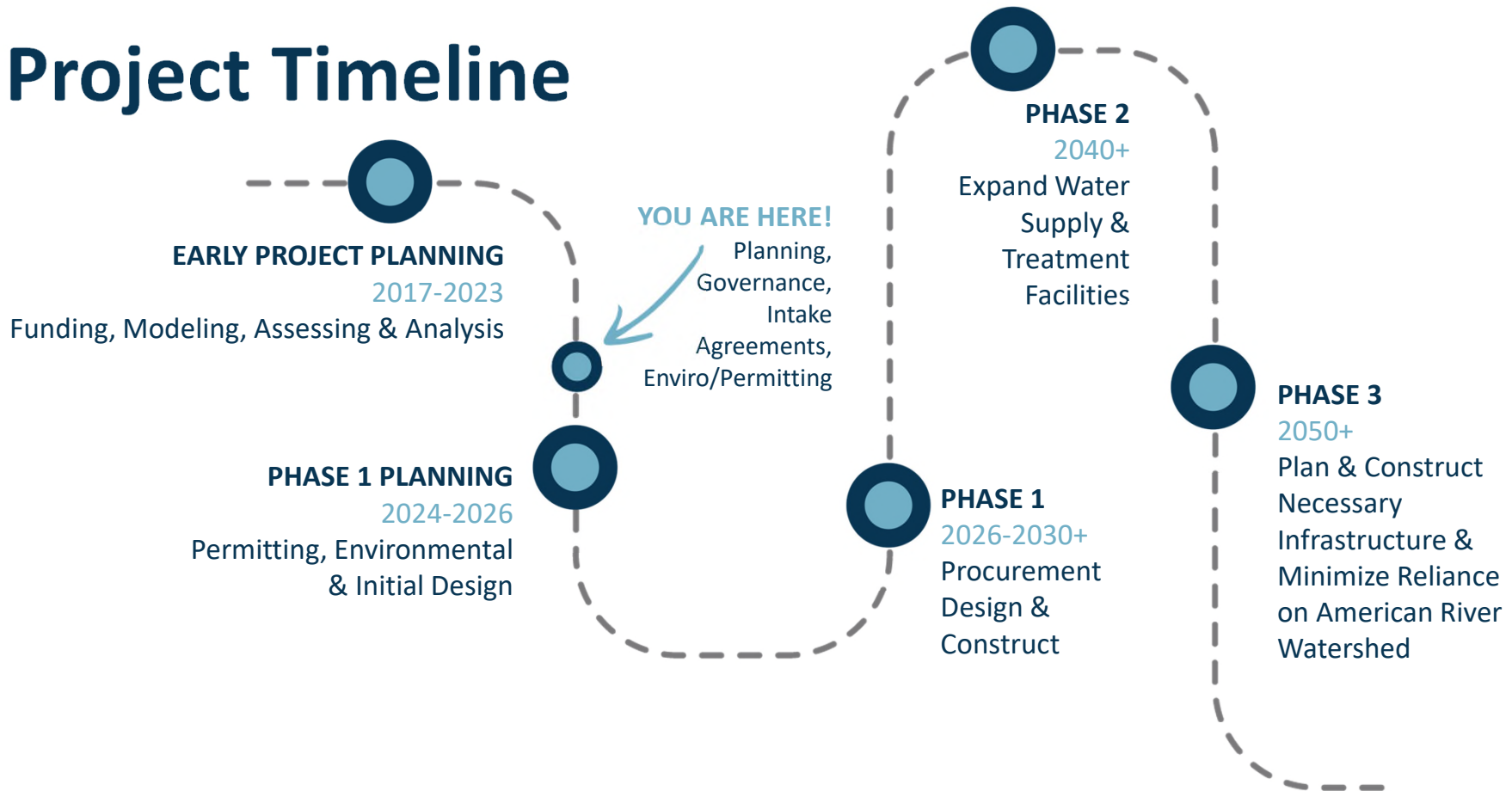
Regional Water Security

Groundwater Sustainability

Statewide System Operational Flexibility



# Project Timeline



# Invest in Water Resilience and the Environment

Phase 1 will be the first investment toward providing significant regional water security.



**\$250 - \$350 Million**

- Depending on Phase 1 Capacity
- Depending on Project Partners

**State and Federal Funding Potential**





# Wildlife Conservation Board Grant Award

- **\$5.1 million** from Stream Flow Enhancement Grant Program
  - **\$1.2 million** RiverArc Partner funding
- Scope: environmental, permitting and initial design
- Supports the Water Forum Agreement
- Strong support from environmental community



# Join the RiverArc Partnership

- Become a founding member of the Joint Powers Authority
- Be covered under the funded environmental scope
- Capitalize on the economies of scale
- Regional solutions support State priorities; increasing outside funding potential







RiverArc  
Project



Thank You!



RiverArc  
Project



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



## Agenda Item: 10

**Date:** February 26, 2024

**Subject:** Agreement Between the City of Sacramento and Sacramento Suburban Water District for American River Terms for Ecosystem Support and Infrastructure Assistance Needs

**Staff Contact:** Dan York, General Manager

### **Recommended Board Action:**

Authorize the General Manager to Execute the Agreement Between the City of Sacramento and Sacramento Suburban Water District for American River Terms for Ecosystem Support and Infrastructure Assistance Needs.

### **Background:**

In July 2023, the Regional Water Authority (RWA) and California Department of Water Resources (DWR) entered into an agreement (Funding Agreement) to receive \$55 million dollars in exchange for the American River region shifting to 30,000 acre feet (30 TAF) of groundwater production in three dry and critical years over an eight-year period. The Funding Agreement does not assign specific flow obligations to specific funding recipients. Instead, it recognizes that the groundwater being provided is a regional contribution and is a shared obligation. Operationally, the Bureau of Reclamation will release the American River region's volume of requested quantity of water in the spring from Folsom Reservoir to the Lower American River, from March through May, and groundwater providers who receive state funding would forego diverting this water by shifting to groundwater supplies in years the water is called for (Call Years). The Funding Agreement with DWR also specifies that if there are fewer than three call years during the eight-year period, that DWR may call upon the funding recipients to provide groundwater in one dry call year in the three years following. The District received \$18.1 million of the \$55 million for four new groundwater wells.

RWA member agencies, through an ad hoc committee, determined the proportional share of outflow commitments for a Call Year and funding for each agency. In July 2023 RWA approved the execution of the American River Terms for Ecosystem Support and Infrastructure Assistance Needs (ARTESIAN). The City of Sacramento (City) and Sacramento Suburban Water District (District) have been identified for the receipt of funding and responsibility to shift to groundwater in the ARTESIAN agreement.

### **Discussion:**

In order to provide water supplies for the above purpose, the City will forgo the use of a portion of its surface water supplies available under the City's Water Right Permits, which the City would otherwise divert, treat, and provide to the District and City water customers. To make this surface water available, the District is willing to pump banked groundwater for its own internal

use as well as deliver it through the Enterprise intertie for distribution to City customers in lieu of delivering City treated surface water from Sacramento WTP and Fairbairn WTP.

In Non-Call Years, the District and City recognize that maintaining sustainable groundwater conditions is vital for local water supply reliability and meeting expectations embedded within local Groundwater Sustainability Plans and will seek opportunities to recharge the groundwater basin by shifting to surface water supplies.

The City and District shall make water available to the ecosystem in alignment with the ARTESIAN agreement during a Call Year by one or both of the following two methods: (1) The District shall reduce its purchase and use of treated surface water otherwise available for delivery from the City under the 2004 Wholesale Agreement during the agreement period and make up for this reduction with a corresponding increase in the amount of groundwater used by the District during the term of this Agreement; and (2) The District shall pump and deliver groundwater supplies to the City that is either historically used or banked by the District under its conjunctive use program and accounted for in annual reports filed with the California State Water Resources Control Board and through the Sacramento Groundwater Authority's Groundwater Accounting Framework.

**Term of Agreement and Cost of City Water:**

This Agreement will be for a term of 4 years with the option to extend until the end of the ARTESIAN term after the initial 4-year term. Extension will require written affirmation under authorities granted to the City Manager, or designee, and the District's General Manager. The Agreement automatically terminates upon fulfillment of the ARTESIAN agreement and return of any water owed to the District.

For the term of this Agreement, the unit rate pricing for additional increments of water will be based on the City's variable cost to produce an acre-foot of water at the time of return delivery + 25% of the variable cost and a share of the City's water rights expense. Monthly Service charges as described in the 2004 Wholesale Agreement shall remain in place except for periods of time the City owes the District a balance of water. As an example, an acre-foot of water in FY23 would be valued at \$172 per acre-foot.

**Note:** Legal counsel from the respective agencies have reviewed and approved the subject Agreement for Board/Council consideration.

**Attachment:**

1. Draft Agreement Between the City of Sacramento and Sacramento Suburban Water District American River Terms for Ecosystem Support and Infrastructure Assistance Needs

Attachment 1

**DRAFT  
AGREEMENT BETWEEN  
THE CITY OF SACRAMENTO  
AND  
SACRAMENTO SUBURBAN WATER DISTRICT  
AMERICAN RIVER TERMS for ECOSYSTEM SUPPORT and INFRASTRUCTURE  
ASSISTANCE NEEDS (ARTESIAN)**

This Agreement in support of the AMERICAN RIVER TERMS for ECOSYSTEM SUPPORT and INFRASTRUCTURE ASSISTANCE NEEDS (“ARTESIAN Agreement”) is made effective this February \_\_\_\_, 2024 between the Sacramento Suburban Water District, a public agency formed under the County Water District Law, Government Code sections 30000 *et seq.* (“SSWD”), and the City of Sacramento, a charter city (“City”). For purposes of this Agreement the SSWD and the City also will each be called a “Party” and collectively the “Parties.”

**Recitals**

A. City owns and operates a public water system for the provision of retail treated water service to its residents, including facilities on both the lower American River for diverting and treating surface water known as the E.A. Fairbairn Water Treatment Plant (“Fairbairn WTP”) and on the Sacramento River, (“Sacramento WTP”). City diverts untreated surface water from the Sacramento and Lower American River into the respective Water Treatment Plants pursuant to water rights permits 11358 through 11361 issued by the California State Water Resources Control Board. City’s permitted appropriative water rights are supplemented by a water rights settlement contract (the “City Settlement Contract”) between City and the United States Bureau of Reclamation (“Reclamation”) dated June 28, 1957.

B. On January 20, 2004, City and SSWD entered into a Wholesale Water Supply Agreement (“2004 Wholesale Agreement”), which provides SSWD with a firm treated water supply of up to 20 million gallons per day subject to restrictions based on certain hydrologic conditions set forth in the Water Forum Agreement to which City and SSWD are signatories.

C. SSWD is operating a conjunctive use program, which has permitted SSWD to bank amounts of groundwater sufficient to induce stable-to-increasing groundwater levels in the aquifer it utilizes as a source of supply for its customers. Since 2007, SSWD has taken treated surface water from City under the 2004 Wholesale Agreement to increase its existing conjunctive use groundwater banking efforts.

D. As part of its conjunctive use program and for the purposes of obtaining and using City treated surface water, SSWD constructed the Enterprise Water Storage and Pumping Plant (“Enterprise Plant”). SSWD also participated in City’s construction of the Howe Avenue Pipeline Project that conveys treated surface water from the Sacramento River WTP and the Fairbairn WTP to the Enterprise Plant for distribution into SSWD’s South Service

Area. The above-described facilities include an intertie and metering station between SSWD's and City's water systems that permits potable water supplies to be conveyed in either direction between the two agencies.

E. In July 2023, the Regional Water Authority ("RWA") and California Department of Water Resources entered into an agreement ("Funding Agreement") to receive \$55 million dollars in exchange for the American River region shifting to 30,000 acre-feet ("30 TAF") of groundwater production in three dry and critical years over an eight-year period. The Funding Agreement does not assign specific flow obligations to specific funding recipients. Instead, it recognizes that the groundwater being provided is a regional contribution and is a shared obligation. Operationally, the Bureau of Reclamation will release the American River region's volume of requested quantity of water in the spring from Folsom Reservoir to the Lower American River, from March through May, and groundwater providers who receive state funding would forego diverting this water by shifting to groundwater supplies in years the water is called for (Call Years). The Funding Agreement with the State also specifies that if there are fewer than three call years during the eight-year period, that the State may call upon the funding recipients to provide groundwater in one dry call year in the three years following.

F. RWA member agencies, through an ad hoc committee, determined the proportional share of outflow commitments for a call year and funding for each agency. In July 2023 RWA approved the execution of the AMERICAN RIVER TERMS for ECOSYSTEM SUPPORT and INFRASTRUCTURE ASSISTANCE NEEDS (ARTESIAN). The City and SSWD have been identified for the receipt of funding and responsibility to shift to groundwater in the ARTESIAN agreement.

G. In order to provide water supplies for the above purpose, City will forgo the use of a portion of its surface water supplies available under City's Water Right Permits 11358-11361, which City would otherwise divert, treat, and provide to SSWD and City water customers. To make this surface water available, SSWD is willing to pump banked groundwater for its own internal use as well as deliver it through the Enterprise intertie for distribution to City customers in lieu of delivering City treated surface water from Sacramento WTP and Fairbairn WTP.

H. In non-call years, the Parties recognize that maintaining sustainable groundwater conditions is vital for local water supply reliability and meeting expectations embedded within local Groundwater Sustainability Plans and will seek opportunities to recharge the groundwater basin by shifting to surface water supplies.

### **Agreement**

Based on the foregoing Recitals, the Parties agree as follows:

**1. Making Environmental Water Available Using SSWD Groundwater.** City and SSWD shall make water available to the ecosystem in alignment with the ARTESIAN agreement during a call year by one or both of the following two methods: (1) SSWD shall reduce its purchase and use of treated surface water otherwise available for delivery from City under the 2004 Wholesale Agreement during the agreement period and make up for this reduction with a corresponding increase in the amount of groundwater used by SSWD during the term of this Agreement; and (2) SSWD shall pump and deliver groundwater supplies to the City that are either historically used or banked by SSWD under its conjunctive use program and accounted for in annual reports filed with the California State Water Resources Control Board (“SWRCB”) and through the Sacramento Groundwater Authority’s (“SGA”) Groundwater Accounting Framework. The groundwater will be delivered to City through the Enterprise intertie permit City to forego use of surface water that it would otherwise treat and deliver to its customers under Permits 11358-11360. By using one or both methods of making surface water available, City and SSWD will make available to the environment such increment of surface water (hereafter referred to as the “Environmental Water”) that is not diverted from the American River by City for treatment and delivery to SSWD and City customers during the term of the ARTESIAN agreement as a result of a corresponding increased pumping of groundwater by SSWD. The maximum amount of Environmental Water to be made by SSWD and City shall be 30,000 acre-feet in any Call Year. The Environmental Water shall be made available consistent with the timing set forth in the ARTESIAN Agreement. Nothing in this Agreement affects City’s or SSWD’s authority to make Environmental Water available or to conduct a separate water transfer using surface water made available by substituting groundwater pumped from City’s wells to serve City customer demand.

**2. Consideration for City Reliance on SSWD’s Pumping of Banked Groundwater in Lieu of Surface Water.**

A. City will not pay SSWD for the groundwater pumped to make Environmental Water available during a Call Year. For purposes of this Agreement only, the Parties agree that the value of each acre-foot of groundwater provided by SSWD to enable City to make the Environmental Water available is equivalent to the value of each acre-foot of treated surface water that City would make available to SSWD under the 2004 Wholesale Agreement. As a result of the Parties’ sources of supply having an equivalent value, City will deliver an equal amount of treated surface water to SSWD to reimburse SSWD’s costs of supplying the pumped groundwater when surface water is available to SSWD in the future under the 2004 Wholesale Agreement.

B. To demonstrate a benefit to the groundwater basin in addition to the benefits to the basin provided by SSWD’s existing conjunctive use program operations, and to maintain readiness for a Call Year, the City will also continue delivery of additional water to SSWD under the terms of the 2004 Wholesale Agreement. Recognizing the reciprocal nature of both agencies guaranteeing access to capital infrastructure and staffing support for

generation of water, which was not contemplated in 2004, this agreement will supersede pricing language in the 2004 Wholesale Agreement (Section 9.A.1). For the term of this Agreement, the unit rate pricing for additional increments of water will be based on City's variable cost to produce an acre-foot of water at the time of return delivery + 25% of the variable cost and a share of the City's water rights expense. Monthly Service charges as described in the Wholesale Agreement shall remain in place except for periods of time the City owes SSWD a balance of water. As an example, an acre-foot of water in FY23 would be valued at \$172 per acre-foot. Exhibit 1 of this agreement provides an example of the City's current rate calculation. Both Parties acknowledge that the City maintains the discretion to modify the variable rate calculation exhibit as deemed necessary.

C. If the modified pricing approach identified in 2.B is found by the City to be inadequate for recovery of costs due to unforeseen or other circumstances, both Parties agree to meet and confer to ensure no one party is unlawfully subsidizing another.

D. If RWA terminates the ARTESIAN Agreement in accordance with its terms, City shall be obligated to return an equal amount of surface water to SSWD for all received, but unbilled groundwater delivered at the time of termination of the Artesian Agreement.

**3. Term of Agreement.** This Agreement is intended to apply only to City's provision of Environmental Water and SSWD's pumping of groundwater to make that supply available during the entire period of the ARTESIAN Agreement. The funding agreement between RWA and the State of California, as well as the ARTESIAN Agreements both identify an eight-year term with provisions for a three-year extension if insufficient Call Years occur in the first eight-year period. The term of this agreement will be 4 years with the option to extend it until the end of the ARTESIAN term. Any extension of this Agreement will be by written amendment under authorities granted to the City Manager or designee and the SSWD General Manager. This Agreement will automatically terminate upon satisfaction of the terms of the ARTESIAN agreement or any earlier termination, and City's return of any water owed to SSWD.

**4. Cooperation; Approvals.** City and SSWD will cooperate as necessary with RWA, the State, and USBR to implement City's provision of Environmental Water subject to the following conditions:

A. SSWD and City will be jointly responsible for all costs of obtaining any governmental approval(s) and compliance with applicable laws, including but not limited to meeting the terms of the ARTESIAN agreement.

B. Each Party is responsible for maintaining all permits and approvals necessary to maintain its own operations and infrastructure and compliance with CEQA for purposes of this Agreement.

C. Except as otherwise provided in Section 2, each Party will bear its own costs for staff time, engineering and technical expenses, attorneys' fees, and other expenses related to performing their respective duties under this Agreement.

**5. Water Rights.**

A. The only rights granted to the Parties as a result of this Agreement are those expressly set forth in this Agreement. City's reduced diversions of surface water pursuant to this Agreement will not confer any appropriative, public trust or other right to water on SSWD or any other person or entity.

B. Nothing in this Agreement will be construed to act as a forfeiture, diminution, or impairment of any water right or contractual entitlement of City or SSWD.

C. City and SSWD have each determined that the pumping of groundwater under this Agreement would not create nor contribute to conditions of long-term overdraft in the affected groundwater basin.

**6. Indemnification.** To the extent permitted by State law, each Party will indemnify, defend and hold harmless the other Party and its officers, agents, and employees from any and all claims, lawsuits (including but not limited to CEQA lawsuits), judgments, damages, penalties, costs, liabilities and losses (including without limitation, sums paid in settlement of claims, actual attorneys' fees, paralegal fees, consultant fees, engineering fees, expert fees and any other professional fees) that arise from or are related in any way to City's provision of Environmental Water. Each Party acknowledges their individual responsibilities under the ARTESIAN agreement. The provisions of this section shall survive any termination of this Agreement.

**7. Agreement Not a Precedent.** The Parties intend that the provisions of this Agreement will not bind the Parties as to the provisions of any future agreement between them. This Agreement was developed specifically to facilitate providing Environment Water in support of the ARTESIAN agreement with RWA during the term of the agreement.

**8. Entire Agreement.** This Agreement represents the sole, final, complete, exclusive, and integrated expression and statement of the terms of agreement between the Parties concerning the subject matter of this Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both Parties. There are no written or oral agreements, conditions, representations, warranties, or promises with respect to the subject matter of this Agreement except those contained in or referred to in this document.

**9. Severability.** If any term or provision of this Agreement is deemed invalid or unenforceable by any court of final jurisdiction, it is intended by the Parties that all other





CITY OF SACRAMENTO:

SACRAMENTO SUBURBAN WATER  
DISTRICT:

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

Ryan Moore  
Assistant City Manager

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

Daniel R. York  
General Manager

Attest:

Approved as to form:

\_\_\_\_\_

\_\_\_\_\_

City Clerk

City Attorney

EXHIBIT 1

14001111 Operating EXPENSES (After Period 12 Closes and Update in September)			
Bud Ref	2023		
Fund	6005		
Dept	14001111		
Cost Component	Total Expense	Acre/Ft	Cost \$/AF
442020 Disposal Services	168,267.45	78,075.55	\$ 2.16
461080 Chemicals	1,440,541.35	78,075.55	\$ 18.45
461090 Scientific And Technical Suppl	54,692.69	78,075.55	\$ 0.70
461110 Plumbing Supplies	10,567.65	78,075.55	\$ 0.14
462010 Utilities	4,826,522.62	78,075.55	\$ 61.82
462020 Fuel	29,371.17	78,075.55	\$ 0.38
Grand Total	<b>6,529,962.93</b>		<b>\$ 83.64</b>
<b>Plus: Additional Indirect Costs:</b>			
Small Incidental Consumable			\$ 16.73 =20% of costs
Contingency			\$ 16.73 =20% of costs
Filter Backwash			\$ 2.51 =3% of costs
Losses			\$ 8.36 =10% of costs
Water Rights			\$ 10.37
Total Additional Indirect Cost			<b>\$ 54.70</b>
Gneral Overhead			\$ 34.58 =25% of costs
<b>Total Incremental Cost - \$/AF</b>			<b>172.92</b>



## Agenda Item: 11

**Date:** February 26, 2024

**Subject:** Early Redemption of Debt Analysis

**Staff Contact:** Jeffery S. Ott, Director of Finance and Administration

### Recommended Board Action:

Receive presentation and direct staff as appropriate.

### Background:

At the January 22, 2024, regular Board meeting, President Thomas directed staff to prepare an analysis for the potential prepayment of some of the District's outstanding debt.

### Discussion:

The District has three outstanding issuances of debt: 2018A, 2022A, and 2022B. All these issuances are refinancings of previous outstanding debt issuances. There are provisions within each bond agreement that cover early redemption. Below is a summary of the redemption provisions of each bond agreement:

**2018A:** These bonds fully mature in 2027. These bonds contain extraordinary and optional redemption provisions available after November 1, 2023. The District could refinance or redeem presently. The remaining balance is \$5,630,000 as of December 31, 2023, \$1,330,000 of which matures in 2024, leaving \$4,300,000 outstanding to redeem.

**2022A:** These bonds fully mature in 2031. These bonds only have extraordinary redemption provisions. They are not available for early redemption except under extraordinary circumstances. This was done in that there is less than 10 years to maturity. First call provisions could have been established as early as year 5. The District received the best interest rate by not having optional call provisions. The probability of economic advantage in the future is extremely low given the effective rate on the bonds.

**2022B:** These bonds fully mature in 2024.

The 2018A issuance could be redeemed currently. The funds would have to come from District reserves at the direction of the Board of Directors. Currently, the District's reserves are earning approximately 2.97% in interest. The District's simple average interest rate on the outstanding 2018A bonds is approximately 3.688%.

**Fiscal Impact:**

Redeeming amounts in excess of the scheduled 2024 maturities of \$1,330,000 would require funds from reserves in a similar amount to the desired redemption amount. Over the remaining life of the 2018A bonds, the District will pay approximately \$539,274 in interest and could earn approximately \$519,840 in interest (at the current yield) on the \$4,300,000 of reserves required to redeem all the bonds. In addition, if reserve investments needed to be liquidated earlier than the scheduled maturity date a loss could be realized on the sale. There will also be charges related to the early redemption that cannot be estimated at this time.

**Strategic Plan Alignment:**

GOAL C – Ensure Fiscal Responsibility and Affordable Rates



## Agenda Item: 12

**Date:** February 26, 2024

**Subject:** Progressive Design-Build Projects – 2024 Milestones

**Staff Contact:** Mitchell McCarthy, P.E., Senior Engineer

### Recommended Board Action:

Accept the 2024 Milestones for Sacramento Suburban Water District’s Progressive Design-Build Projects.

### Discussion:

Auburn Constructors, LLC (Auburn) is in construction on the following three *Progressive Design-Build* (PDB) projects:

- Well 80 Walnut/Auburn
- Wells 81, 82, and 83 Antelope North/Poker
- Well 84 Antelope/Don Julio

At the August 21, 2023, regular Board meeting, District staff and Auburn staff jointly presented an overview of the three PDB well projects. The presentation focused on the projects’ scope and facility capacity.

At the September 18, 2023, regular Board meeting, the Board requested that staff prepare a second presentation by Auburn, this time with a focus on schedule and cost. Pursuant to this request, both District staff and Auburn’s PDB team presented update number two to the Board at its November 20, 2023, regular meeting.

At the December 18, 2023, regular Board meeting, the Board requested that staff prepare a third update outlining anticipated construction progress milestones representing overall progress consistent with the District’s intent to secure the maximum amount of the funds made available via the Voluntary Agreement Funding Agreement Grant (Grant) between the Regional Water Authority (RWA) and the Department of Water Resources, and the subsequent American River Terms for Ecosystem Support and Infrastructure Assistance Needs (“ARTESIAN”) Project Agreement between the participating agencies (including the District) and RWA. Of the above-listed projects, two are eligible for subject Grant funding:

- a) Wells 81, 82, and 83 Antelope North/Poker
- b) Well 84 Antelope/Don Julio

At the January 22, 2024, regular Board meeting, the Board requested that staff prepare a fourth update containing more detail as to milestones and anticipated grant funding capture.

This report provides the requested information.

*Construction Milestones*

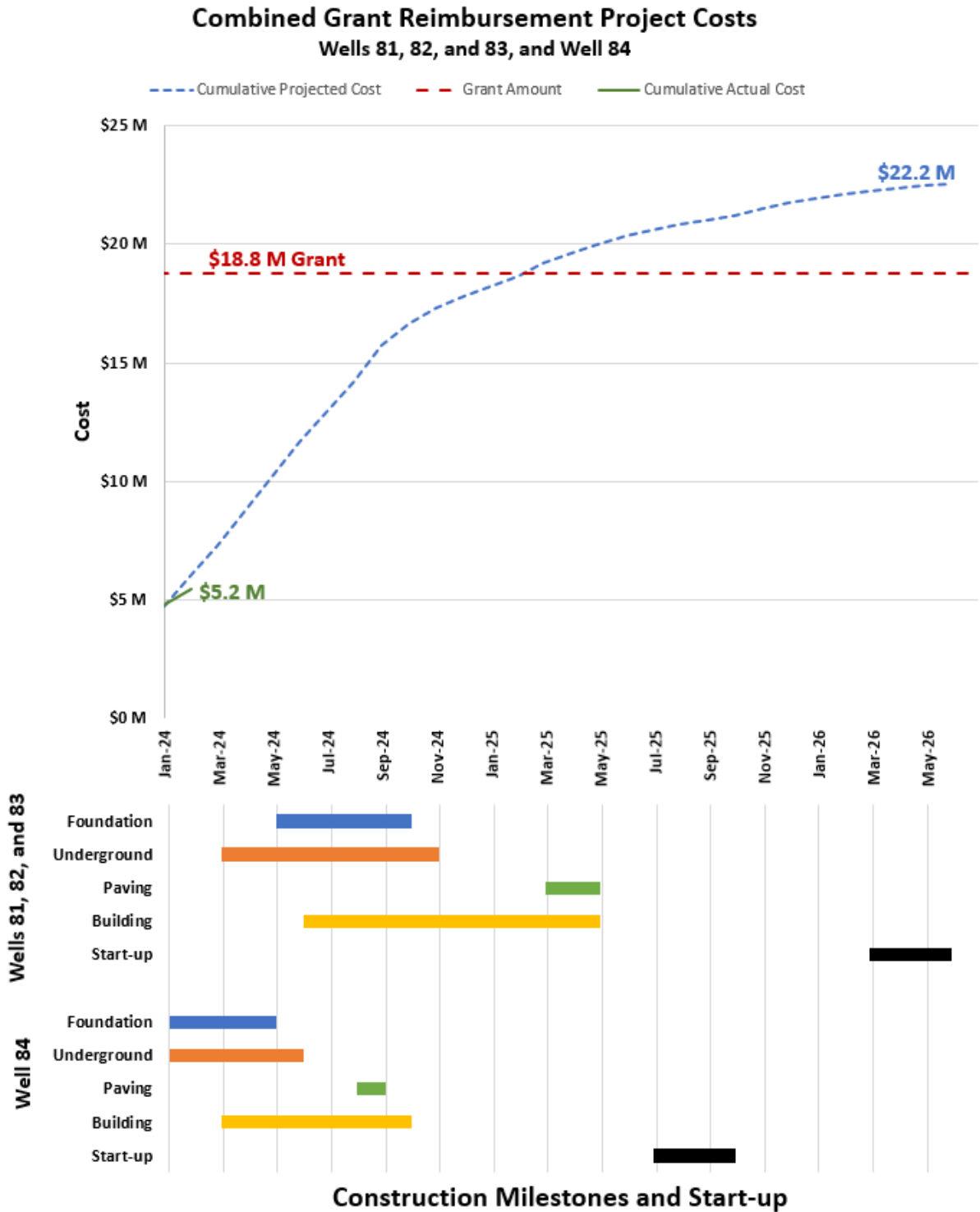
The construction completion milestones shown in Figure 1 (below) were developed by Auburn at the Board's request. Staff would be happy to provide more information as requested by the Board.

*Grant Funding Capture*

A total of \$18.8 million is available to the District through the Grant. Staff projects that 100% of the Grant funds available will be covered by expenditures, as shown in Figure 1 (below), based on Auburn's latest cash-flow projection.

To date, the District has requested Grant reimbursement totaling approximately \$4.0 million (for the 3rd and 4th quarters of 2023). Combined billings for January and February 2024 are projected to total \$1.2 M. This would bring the Cumulative Actual Cost through February 2024 to \$5.2 million – as shown by the green line in Figure 1 (below).

Staff will keep the Board apprised of any changes impacting the District's ability to capture all available Grant funding. Monthly updates to schedule will continue to be provided to the Board in the Engineering Report.



**Figure 1** – Construction Milestones and Grant Funding Capture





## Agenda Item: 13

**Date:** February 26, 2024

**Subject:** Carmichael Water District/Sacramento Suburban Water District  
Combination Discussion Update

**Staff Contact:** Dan York, General Manager

**Recommended Board Action:**

Receive presentation and direct staff as appropriate.

**Background:**

The combination discussion between Carmichael Water District (CWD) with Sacramento Suburban Water District (SSWD) began in July 2021, with the appointment of a 2x2 Committee (Committee). To date, there have been 18 Committee meetings, 3 Joint Board meetings, and 4 Public Information Workshops, 2 held at CWD and 2 held at SSWD. Both districts have also jointly 1) conducted a Business Case Analysis by a third-party consultant, 2) developed the Further Analysis of Combining Carmichael Water District and Sacramento Suburban Water District by staff from both organizations, and 3) retained facilitation services and public outreach consultants.

**Discussion:**

Staff is seeking direction on proceeding forward with the combination discussion efforts with CWD. As mentioned above, the subject efforts began in July 2021, with a substantial effort in conducting an analysis to identify benefits as well as any potential fatal flaws of a combination, but most importantly, a major effort in communication and transparency with CWD and SSWD customers and stakeholders.

Below is an update following the December 2023, Committee meeting:

A 2x2 Committee meeting was scheduled for February 7, 2024, with the following topics on the agenda to be discussed:

- Public Information Workshops
- Employee Survey Update
- Draft LAFCo Resolution
- 2x2 Committee Meetings for 2024
- Directors Survey

District staff was informed on January 31, 2024, that CWD scheduled a Special Board meeting for February 7<sup>th</sup> at 5:30 pm, which was directly following the February 7<sup>th</sup> 2x2 Committee meeting. On the agenda for the CWD Special Board meeting was to discuss the matter of combination with SSWD and take action or direct staff as appropriate concerning further investigation of such combination. Based on a discussion that day between the CWD and SSWD General Managers, a decision was made to cancel the February 7<sup>th</sup> Committee meeting. Note: The February 7<sup>th</sup> CWD Special Board meeting was then cancelled on February 5<sup>th</sup>.

Following a CWD Special Board meeting on February 3<sup>rd</sup>, the CWD Board President contacted SSWD's Board President to discuss the subject efforts moving forward. One item to note from that discussion was the CWD Board of Directors requested to cancel the previously scheduled March 4, 2024, Joint Board meeting and replace it with a Committee meeting. As of the date of this report, a Draft Resolution has been requested to be placed on the Committee meeting agenda, to be provided by CWD.

Staff has provided additional details/updates listed below on items related to the combination discussions:

#### Communication Outreach

On Tuesday, February 6, 2024, SSWD General Manager Dan York and CWD General Manager Cathy Lee presented at the Arden Arcade Rotary Club Meeting. There were approximately 40 Rotarians in attendance. Below is a list of previously scheduled presentations still to be conducted:

- February 21, 2024: Rotary Club of East Sacramento
- March 5, 2024: Rotary Club of Carmichael
- March 22, 2024: Rotary Club, Point West
- April 22, 2024: Rotary Club, Foothills Highlights

#### Public Information Workshop Overview

CWD's Public Information Workshop was on Wednesday January 24, 2024, and SSWD's Public Information Workshop was on Wednesday, January 31, 2024.

A detailed summary of the major themes and discussion points from each workshop is attached to this staff report (see Attachment 1).

#### LAFCo Resolution

One of the steps necessary in the combination discussion process is to finalize a substantially similar resolution approved by the CWD and SSWD Boards, if a decision is made to continue the subject efforts in order to submit a consolidation application to LAFCo. Staff has been informed that the CWD Board has initiated drafting a resolution to bring forth to the Committee at the upcoming March 4, 2024, Committee meeting. Once staff receives input from the Committee, the draft resolution will be brought to the SSWD Board for their review, input, and direction.

### Employee Survey Update

Direction was provided to the CWD and SSWD General Managers at the October 24, 2023, Joint Board Meeting to conduct an Employee Survey among CWD and SSWD staff. CWD chose to independently obtain consultant services to conduct an Employee Survey. Staff is seeking direction from the SSWD Board on retaining consultant services to conduct an Employee Survey.

### Consulting Services

To date, the total consultant costs for the Business Case Analysis, public outreach, and facilitation services is approximately \$268,000.00, of which that cost is shared 50/50 between CWD and SSWD. Based on the January 2024 invoice submittal for facilitation consulting services, have exceeded the amount allocated in their contract by \$500.00. Staff have directed the consultant not to conduct any further tasks until staff has received direction from the CWD and SSWD Boards. District staff has been informed that CWD staff will be discussing the opportunity to extend the facilitation consulting services contract at their February 20th regular Board meeting. If the CWD Board provides direction approving such an extension, District staff will be requesting approval from the SSWD Board to extend the consulting services contract.

As an FYI - The below items are currently on CWD's agenda to be discussed at their February 20<sup>th</sup> regular Board meeting:

- 1) review the proposal from BHI Management Consulting,
- 2) evaluate the public feedback received and combination efforts with SSWD,
- 3) discuss approach to identify and assess issues to be reviewed,
- 4) authorize the General Manager to negotiate with BHIM Management Consulting for a fix-priced contract, and
- 5) take any action necessary and provide direction to staff.

### **Attachment:**

1. Major Themes from CWD and SSWD Public Information Workshops

## Major Themes from CWD and SSWD Public Information Workshops: January 2024

The following section highlights the major themes identified during public workshops hosted in January 2024.

### **COMMON THEMES RAISED AT BOTH WORKSHOPS**

#### **Potential Benefits to Combination**

Attendees from CWD expressed concerns and sought clarity regarding the specific benefits identified in the combination studies. Their emphasis was on understanding the tangible advantages and requested demonstrable evidence to support the perceived benefits of the combination. In contrast, several attendees from SSWD demonstrated favorable perceptions towards the combination. They highlighted potential benefits, such as the combination of groundwater and surface water resources for greater reliability, increased negotiation power, and enhanced opportunities for employees.

#### **Representation, Local Control and Governance**

Attendees from CWD expressed concerns about fair representation, highlighting the significant size disparity between SSWD and CWD. Worries were voiced about the potential loss of local control through a combination. Concerns were expressed about losing the Carmichael Water District name and its significance to the community identity. Attendees at the SSWD meeting asked about the number of directors in a combined district and how divisions would be identified.

#### **Rates and Costs in Combination**

Attendees from CWD raised questions about the proposed reduction in water rates as a justification for the combination. Participants from SSWD raised concerns about the short-term costs associated with the combination. Questions were also raised about potential cost savings from the combination, particularly related to capital improvement projects.

#### **Financial Risks, Debt, and Infrastructure**

Attendees from CWD raised questions about the combination process concerning debts. Specifically, they inquired whether the combination could only take place after each district's debts are paid off. Attendees also expressed concerns about potential financial risks for CWD. Participants from the SSWD workshop inquired about the condition of infrastructure and the equitable distribution of costs. They indicated a concern for the long-term sustainability of the combined systems and a desire for fairness and transparency in the financial aspects of the combination.

#### **Public Input and Approval Processes**

Attendees from CWD expressed a desire for public input through a survey of Carmichael Water District customers. Desire was expressed for the combination to be brought to a public vote. Participants from SSWD also raised questions about whether the combination process would require ratepayer approval. Attendees also sought clarification on the decision-making process through LAFCo (Local Agency Formation Commission).

## **THEMES UNIQUE TO THE CWD WORKSHOP**

**Reason for Combination:** Inquiries were made about external drivers prompting combination and the role of the State Water Board.

**Water Sharing:** Questions were raised about how the sharing of surface water rights would work after combination while also ensuring Carmichael Water District customers continue to receive surface water.

**Water Quality:** Emphasis was placed on the excellent water quality in Carmichael, with concerns raised about potential impacts of combination on water quality.

**Bureaucracy:** Concerns were raised that combination might lead to a larger bureaucracy, potentially resulting in higher long-term costs.

**Water Rights:** Questions were asked about CWD's historical water rights and how they would be protected, transferred, diluted, or enhanced by combination.

**Union/Employees:** Attendees sought information on the position of the union and other employees regarding the combination.

### **Other:**

- Questions were raised about the growth factor in SSWD and whether costs for growth were factored into the combination analysis.
- A request was made for a study comparing the projected benefits of the proposed CWD-SSWD merger with the outcomes of the Arcade-Northridge merger.
- Inquiries were made about the sale of CWD surface water to downstream users and the percentage of water rights for the water sold.
- Concerns were expressed about external entities posing a threat to the Sacramento region's water supplies, suggesting that an analysis of these risks should be added to the Further Analysis Report.

## **THEMES UNIQUE TO THE SSWD WORKSHOP**

**Status of Discussions:** Attendees sought information on the current status of the decision process and whether joint meetings of CWD and SSWD Boards of Directors had occurred.

**CWD Perceptions on Combination:** An attendee shared perceptions from a CWD workshop, suggesting resistance to combination among attendees and the CWD Board. Questions were raised about the rationale for discussing combination if there is uncertainty about CWD's interest.

## Summary: Key Themes and Discussion Points

### Sacramento Suburban Water District Public Information Workshop

Wednesday, January 31, 2024, 6:30 p.m.

Approximately 30 people attended the meeting in person with 13 online.

Sacramento Suburban Water District Workshop: Major Themes Expressed by Attendees

*The following summary captures the main themes and viewpoints expressed by the public during the Public Information Session hosted by Sacramento Suburban Water District on January 31, 2024. It aims to condense the information while maintaining the essence of the discussions.*

**Condition of Infrastructure:** Participants inquired about the condition of CWD and SSWD systems and whether they are comparable, the rate of return on infrastructure projects and whether SSWD's infrastructure is aging faster than improvements are made.

**Equitable Distribution of Infrastructure Costs:** Attendees questioned potential subsidization of infrastructure costs in one area by residents of another. Clarification was sought on how the combination evaluation would achieve a fair split in costs among residents.

**Rates and Costs:** Questions were raised about the short-term costs of combination and whether these costs would be passed on to ratepayers. Participants questioned potential cost savings from combination related to capital improvement projects. Questions were raised about the rate difference between CWD and SSWD.

**Favorable to Combination:** Several attendees shared favorable perceptions on combination, including potential benefits of combining groundwater and surface water resources for greater reliability, increased negotiation power and enhanced opportunities for employees.

**CWD Perceptions on Combination:** An attendee shared perceptions from a CWD workshop, suggesting resistance to combination among attendees and the CWD Board. Questions were raised about the rationale for discussing combination if there is uncertainty about CWD's interest.

**Status of Discussions:** Attendees sought information on the current status of the decision process and whether joint meetings of CWD and SSWD Boards of Directors had occurred.

**Governance:** Questions were asked about the number of directors in a combined district and how divisions would be identified.

**Approval Process and Public Vote:** Questions were raised about whether the combination process would require ratepayer approval and a public vote. Attendees also sought clarification on the decision-making process through LAFCo.

## Detailed Discussion Points

One attendee who resides in Arden/Alta Arcade questioned whether everyone in every water district or division pays the same maintenance rate for infrastructure, regardless of their location. Additionally, he asked about potential subsidization of infrastructure costs in one area by residents of another. He sought clarification on how the combination evaluation would be conducted, with a focus on achieving an even or fair split in the combined district's costs among the residents.

- General Manager York explained that all ratepayers within a specific division pay the same fixed rate. He mentioned a "pay as you go" program as part of Capital Improvements (CIP) and emphasized that the rates are designed to cover the costs of infrastructure maintenance and improvements. He also highlighted asset management plans to determine the allocation of funding based on priority projects.
- Director Locke added that, during the combination study, it was found that CWD and SSWD generally invest in infrastructure at a similar rate and budget percentage. He emphasized that decisions about funding CIP projects are made based on the district as a whole, prioritizing projects with the biggest return on investment and the greatest need, without considering which specific area the projects are located in.

One attendee asked about the rate of return on infrastructure projects, asking whether SSWD's infrastructure is aging faster than the District is able to improve it. He also asked about the age of the water mains.

- Director Locke responded that SSWD does a better job at replacing infrastructure than most districts, but the issue of infrastructure aging faster than can be replaced is prevalent statewide. He mentioned that the oldest mains are around 60 to 70 years old.
- General Manager York emphasized the prioritization of addressing leaky mains.
- Director Locke explained that the state has mandated a focus on non-revenue water, prompting the examination of leaks within the water system. The changing regulatory environment necessitated an effort to stay ahead of increasing regulatory costs.
- Director Wichert added that SSWD has a condition assessment program that looks at the District as a whole, identifying areas that need work regardless of age. He expressed the belief that, in the combined districts, a similar program would be established to address infrastructure needs effectively.

One attendee, a CWD customer, shared her perceptions and thoughts on combination, noting that she attended the January 24, 2024, CWD Public Information Workshop. One perception was that the CWD Workshop attendees were against the potential combination and that the CWD Board of Directors mentioned that there are no compelling reasons to move forward with combination. She questioned whether combination would produce cost savings in the area of capital improvements. She also expressed her opinion that one of the top benefits of combination would be greater power to negotiate and increased opportunities for employees.

- Director Wichert suggested that the CWD Board might have been reacting to their constituents, listening to the room, and avoiding conflict.
- Director Thomas clarified that there are compelling reasons to combine related to the region's resources and their management.
- As an example of a compelling reason, Director Locke emphasized the importance of using all the region's surface water rights. He highlighted the need to protect water rights by putting more water to beneficial use, thus safeguarding those rights for use in the Sacramento region.

- Regarding power of negotiations, Director Wichert noted how SSWD, as a larger entity, was able to address a consistent contractor shortage that has been prevalent over the past several years. As a larger entity, SSWD was able to negotiate an exclusive contract with a groundwater pump company at a cost-effective rate to ensure reliable service.
- Director Locke provided an example for how employees could benefit from combination, highlighting the advantage of having a larger department, such as IT, which ensures more institutional knowledge and resilience to individual departures.

One attendee raised several questions, including the current status of the decision process and whether there have been joint meetings of the CWD and SSWD Boards of Directors. She also asked how the SSWD and CWD system boundaries were determined, noting that she lives in Carmichael but is a SSWD customer, whether the condition of the CWD and SSWD systems are similar and if short-term combination costs would be passed on to ratepayers. Later, she expressed her opinion that the water quality in SSWD is better than in CWD.

- Director Wichert provided information about the joint Board meeting held October 24, 2023, mentioning the voting outcomes on matters like the number of board members and the decision to become a County Water District. He clarified that there will eventually be a vote by both CWD and SSWD Boards on whether to proceed with the combination.
- Director Locke addressed the question about the water systems, stating that they are fairly similar.
- Director Wichert responded by mentioning that he lives in Citrus Heights and receives SSWD water. SSWD legal counsel Horowitz added that the boundaries were drawn in a somewhat arbitrary manner during the development of suburban areas, leading to the establishment of separate water districts.
- Regarding start-up costs, it was explained that such costs would likely come from reserves and not from rates.

One attendee, a SSWD customer, observed that there hasn't been significant backlash from her community (Fulton-Marconi) regarding the potential combination. She mentioned that one individual who attends SSWD meetings was fairly okay with the idea of combination, which had an impact on her perspective. She also expressed appreciation for the detailed information provided at the SSWD meeting and mentioned her intention to submit a request for a speaker to attend her Neighborhood Watch group or community group to discuss the potential combination.

One attendee raised a question about the expected lifetime of new pipes, presuming that modern replacements last longer than those installed 50 years ago. He inquired about how the expected lifespan of pipes impacts the average cost for capital projects. He also asked whether the fact that the CWD and SSWD service areas are more fully developed makes it easier to plan for capital improvements compared to those experiencing growth or contraction.

- Assistant General Manager Underwood responded that SSWD is currently installing iron-type pipes with a lifetime expectancy of 100 years. Additionally, when the audience asked about water meters, he mentioned that water meters have a different track with a lifespan of 20 to 25 years due to the technology involved.
- Another response indicated agreement with the attendee's observation that the areas served by the districts are built out, meaning there is little room for additional development.



- Director Locke noted that when a district is growing, developers typically contribute to new infrastructure, and that increasing costs for projects and materials, such as fire hydrants, make planning more challenging.

One attendee, a SSWD customer, asked about the rate comparison information in the presentation, noting that CWD's average monthly payments are slightly higher than SSWD's. He wondered whether the rate difference would persist in the event of a combination.

- Director Locke responded that predicting future rates after combination is challenging. He mentioned that the data showed SSWD's slightly lower costs because it is a larger district, which brings about efficiency.
- General Manager York added that differences in meter sizes also contribute to rate variations, and he provided an example of a customer in CWD downsizing their meter to reduce monthly rates.

One attendee, a renter in the SSWD area, questioned where her voice could be heard in the discussions. She expressed uncertainty about the base rate for water and that her water bill underwent a significant increase, from \$55 to \$75. She suggested that SSWD should mandate that renters be told how much they are paying for water.

- Director Thomas emphasized that Lois's opinion should be considered and suggested that she contact her rental agency to obtain information about rates.

One attendee asked whether the combination process would require the approval of ratepayers and a public vote.

- Director Locke explained that the process depends on the LAFCo (Local Agency Formation Commission) regulations.
- SSWD Legal Counsel Horowitz further clarified that the districts would file an application with LAFCo, and if they agree to move forward, there would be a public comment period during which ratepayers and property owners could voice their opinions. If a 25 to 50 percent of the affected individuals protest, it could trigger a vote. He mentioned the possibility of a special election in the county with mailed ballots in such a scenario.

One attendee questioned whether the Board's favorable stance on combination aligns with the sentiments of ratepayers and if there is hope of bringing CWD along in the process.

- Director Wichert emphasized the importance of closely monitoring the next CWD-SSWD joint board meeting, scheduled for March 4, 2024.

One attendee sought clarification on the voting process and whether constituents could express dissatisfaction with the combination through voting. They also asked about the number of directors in a combined district and how divisions would be identified.

- Director Wichert explained that they would draw up seven divisions within the combined district and that the process requires public input and oversight by the Sacramento County Registrar of Voters.

One attendee asked what would happen if CWD doesn't want combination, but SSWD does. She sought clarification on how the decision-making process would unfold through LAFCo in such a scenario.

- SSWD legal counsel Horowitz clarified that nothing would happen unless both districts apply for combination. Both boards would need to adopt similar resolutions in favor of combination.

LAFCO's role would come into play when they file the application. LAFCO processes the application, reviews maps and other information provided.

An attendee from CWD expressed concern about the lack of notice for the Public Information Workshops and suggested that a notice be sent to everyone to increase awareness. The attendee mentioned that people might not know about the meetings and, in her case, didn't know to attend.

- It was mentioned that postcards were mailed to all SSWD and CWD customers, and the meetings were also noticed on KCRA 3, Inside Arden, the Carmichael Times, and other platforms.

**Other Questions and Comments**

- One attendee expressed that the most compelling reason for consolidation would be the combination of groundwater and surface water resources, emphasizing the potential for conjunctive use as a significant benefit.
- A question was raised was about the current interest rate for debt. The response provided was that the interest rate for debt is approximately 2.2 percent.
- One attendee questioned the rationale behind discussing combination if there is no assurance that the CWD Board is interested in pursuing it.
- An attendee raised a question, suggesting that a count should be taken among the people present to determine how many are in favor and how many are against the combination.

## Summary: Key Themes and Discussion Points

### Carmichael Water District Public Information Workshop

Wednesday, January 24, 2024, 6:30 p.m.

Nearly 50 people attended the meeting in person with 11 online.

### Carmichael Water District Meeting: Major Themes Expressed by Attendees

*The following summary captures the main themes and viewpoints expressed by the public during the Public Information Session hosted by Carmichael Water District on January 24, 2024. It aims to condense the information while maintaining the essence of the discussions.*

**Benefits:** Attendees sought clarity on the specific benefits identified in the combination studies. Attendees asked for demonstrable evidence regarding the perceived benefits of combination, considering potential associated expenses.

**Reason for Combination:** Inquiries were made about external drivers prompting combination and the role of the State Water Board.

**Representation and Local Control:** Attendees expressed concerns about fair representation, particularly when SSWD is significantly larger than CWD. Worries were voiced about losing local control through a merger, and questions were raised about achieving economies of scale through cooperative agreements instead of combination. Concerns were expressed about losing the Carmichael Water District name and its significance to the community identity.

**Water Sharing:** Questions were raised about how the sharing of surface water rights would work after combination while also ensuring Carmichael Water District customers continue to receive surface water.

**Water Quality:** Emphasis was placed on the excellent water quality in Carmichael, with concerns raised about potential impacts of combination on water quality.

**Rates and Costs:** Attendees questioned the proposed reduction in water rates as a reason for combination, expressing historical evidence that rates may not decrease.

**Financial Risks/Debt:** Questions were asked about the combination process in relation to debts, specifically whether combination can only occur after each district's debts are paid off. Concerns were raised about potential financial risks for CWD.

**Bureaucracy:** Concerns were raised that combination might lead to a larger bureaucracy, potentially resulting in higher long-term costs.

**Water Rights:** Questions were asked about CWD's historical water rights and how they would be protected, transferred, diluted, or enhanced by combination.

**Public Survey/Vote:** Suggestions were made for a survey of Carmichael Water District customers to gather valuable insights into their opinions about combination. Desire was expressed for the combination to be brought to a public vote.

**Union/Employees:** Attendees sought information on the position of the union and other employees regarding the combination.

**Other:**

- Questions were raised about the growth factor in SSWD and whether costs for growth were factored into the combination analysis.
- A request was made for a study comparing the projected benefits of the proposed CWD-SSWD merger with the outcomes of the Arcade-Northridge merger.
- Inquiries were made about the sale of CWD surface water to downstream users and the percentage of water rights for the water sold.
- Concerns were expressed about external entities posing a threat to the Sacramento region's water supplies, suggesting that an analysis of these risks should be added to the Further Analysis Report.

## Detailed Discussion Points

One attendee commented on the pros and cons outlined in the Initial Study as follows:

- **Scale Efficiency:** He expressed concerns about the ability to maintain greater scale efficiency after combination, emphasizing the need for proper management.
- **Water Resource Sharing:** He highlighted the potential for increased access to water through resource sharing, suggesting it could be a positive aspect.
- **Political Advocacy:** He dismissed the idea of political advocacy as a pro, stating that all water providers in the region are already engaged in political activities.
- **Customer Service:** He expressed concerns that larger entities could lead to more bureaucracy, potentially affecting the quality of customer service.
- **Rate Stability:** While acknowledging the desire for rate stability, he pointed out that achieving it might come at a higher cost. He also mentioned potential expenses associated with addressing water rights through a state process.
- **Upward Mobility for Staff:** He noted that if combination hindered upward mobility opportunities for staff it would be considered a drawback.
- **Bureaucracy and Long-term Costs:** He concluded by expressing the fear that combination could result in a larger bureaucracy, ultimately costing more in the long run.

One attendee raised concerns about a potential Prop 218 protest vote, indicating that a vote of all customers from CWD and SSWD would dilute Carmichael's vote. He suggested that a survey of CWD customers would provide valuable insights into their opinions about the combination. He also expressed concerns about fair representation. He pointed out the difficulty of ensuring fair representation when one entity is significantly larger than the others.

One attendee questioned the underlying reason for the combination, expressing skepticism that such a significant endeavor would be undertaken solely for cost savings or financial reasons. She sought clarity on the primary motivation. She also questioned the specific benefits identified in the collaboration study that prompted the consideration of working together. Additionally, she expressed the desire to put the process on hold for a year, suggesting to observe other mergers before making a decision and stating the preference for Carmichael to remain as it is.

- Director Nelson and General Manager York clarified that the combination discussions originated from a broader regional initiative. Seven water districts commissioned a collaboration study to explore the potential benefits of working together. The study identified synergistic resources between SSWD and CWD, prompting both districts to jointly explore the combination.

One attendee sought information on the position of the union and other employees regarding the combination. Specifically, she was interested in understanding how both the union and the employees perceive or stand on the combination proposal.

- Director Nelson explained that an internal survey of staff is being conducted, with the results expected to be available in the later part of February. The survey aims to gather feedback from employees, providing insights into their perspectives on the potential combination.
- Director Selsky mentioned that he was not aware of a specific union position at this time.

One attendee expressed concerns about representation and the quality of service. She emphasized the excellent service she has received from CWD and expressed reluctance towards change. Her major concern was related to surface water rights. She questioned how the sharing of surface water rights would work, particularly after combination. She noted the government's preference for district consolidation and voiced her observation that combining districts seems to be encouraged.

- Director Selsky responded to the concern about surface water rights, mentioning that there are options being considered that would add assurances to any combination agreement. Currently, the use of surface water is limited to CWD boundaries, requiring a petition to the state for any changes.

One attendee expressed the following:

- **Water Supplies:** With wide-ranging comments, she expressed skepticism that a combination is needed to increase water reliability, raising concerns between building the Bajamont Water Treatment Plant and reducing the number of groundwater wells. Questions included: whether it is more cost effective to rehabilitate an older well or build a new one; whether there are the limitations on using American River water, especially during droughts, and if it is related to the number of wells; whether more frequent curtailments are expected with climate change and if CWD has factored these considerations into its plans; whether groundwater supplies are sufficient for CWD, and if Sacramento County agrees with the district's plans for building.
- **Water Quality:** She emphasized that the water quality in Carmichael is excellent. She raised concerns that changes due to combination might impact this. She also asked about groundwater contamination at McClellan Park and whether it affects the surrounding neighborhoods.
- **Rates:** She raised concerns that CWD water rates have increased, questioned expenditures such as those to increase lobby security, and expressed skepticism about rates getting lower with combination.
- **Consolidation Costs and Decision:** She inquired about the amount of money spent so far on exploring the combination and sought clarification on whether a decision had been made regarding combination.
- **Meeting Access:** She recommended better utilization of online platforms, such as YouTube, for public information and meeting accessibility.

Directors and General Manager Lee provided responses, addressing questions about well optimization, water quality, American River water limitations, climate change planning, and coordination with the

county. They emphasized efforts to ensure water supply reliability, including groundwater wells and the Sacramento Regional Water Bank, and noted ongoing considerations regarding climate change impacts.

One attendee expressed skepticism about the benefits of combination. Especially in the context of a severe drought, he wondered if surface water would be shared with SSWD if groundwater supplies are depleted. He raised concerns about the potential financial risks for CWD, particularly if SSWD defaults on its debt service. He shared his concerns about the quality of water and sought a comparison with SSWD's water quality. He expressed the sentiment that if the current system is not broken, there might not be a need to fix it.

One attendee expressed skepticism about the perceived benefits of combination. He sought demonstrable evidence that supports the idea of the change being beneficial, especially considering the potential expenses associated with such a large-scale change.

- Directors Selsky and Nelson acknowledged the need for demonstrable evidence to support the idea of combination. They highlighted ongoing efforts to assess the benefits, including an exploration of the economy of scale demonstrated by larger water agencies with comparable rates. Director Nelson mentioned a two-year-long process of evaluating benefits, protecting water rights, and considering various aspects to ensure that the potential advantages outweigh the costs.

One attendee inquired about the possibility of receiving water from other areas and questioned whether other water providers test for PFAS (Per- and Polyfluoroalkyl Substances) in the water. She also asked if there are plans to conduct PFAS testing if it's not currently done.

- Director Emmerson, drawing from his experience as a former employee of the State Water Resources Control Board, assured that all water systems regularly test for 142 contaminants. These tests are reported to the state and are available online. He mentioned that CWD customers have received water from other districts like FOWD and SJWD via the river, and reciprocal arrangements exist.
- Regarding PFAS, Director Emmerson explained that there is an ongoing aggressive testing program to identify impacted water systems. While PFAS testing is not currently a contaminant for CWD, he anticipates that there might be a Maximum Contaminant Level (MCL) defined for PFAS in the future.

One attendee sought information on the current state of water supplies and the costs associated with different sources so that she could more fully understand the motivation for considering combination. She expressed concerns about the potential merging of water sources and the impacts on water quality and sought assurances about the commitment to continue providing surface water to CWD customers. She also raised questions about the growth factor in SSWD and whether the costs for growth have been factored into the combination analysis. She also emphasized exploring conservation measures within the district before considering a change.

- General Manager Lee explained that historically, there hasn't been a situation where they ran out of water but sometimes had to curtail usage from the river. During those times, groundwater was used, which is not significantly more expensive. Surface water is a bit pricier, but CWD also purchased surface water from SJWD as a backup supply. She noted that CWD has received \$20 million in state grants to help offset costs.
- Director Selsky acknowledged the need to drive down demand, and Director Nelson explained increased conservation often results in decreased water use (and, consequently, revenue),

leading to the need for rate increases. They discussed emerging state regulations on urban water use, which would require decreased demand irrespective of combination discussions.

One attendee expressed pride in the quality of water in her area and questioned the proposed reduction in water rates as a reason for combination, stating that historical evidence suggests rates won't go down. She requested a study comparing the projected benefits of the proposed merger with the actual outcomes of the 2002 merger of Arden Arcade and Northridge Water District as a way to understand whether the promises of cost savings and employee benefits materialized. She also mentioned that the combination could be brought to a public vote and expressed her desire for the community to have a say through a public vote.

- General Manager York shared his experience with the Arcade-Northridge merger. He explained that although rates remained similar for three years, the consolidation eventually led to improved infrastructure, conjunctive use water management (shifting between surface water and groundwater according to availability), and better services. General Manager York noted that combining the rate base was a significant factor in the overall benefits.
- General Manager York clarified that the decision to consolidate would go through a LAFCo process, including a potential public vote.
- Director Nelson added that the expectation is not a decrease in rates but a more equitable distribution of rate increases and the potential for economies of scale with SSWD. He emphasized the consideration of cost per ratepayer.

One attendee sought clarification about SSWD's access to surface water at Folsom Lake and whether the water CWD sources from the American River could potentially be sent to SSWD in the future. He also expressed concern about losing local control through a combination and questioned whether economies of scale could be achieved through cooperative agreements rather than combination.

- Director Selsky mentioned that stipulations about water resource sharing could be built into combination agreements.

One attendee asked about the combination process in relation to debts; specifically, whether combination can only occur after each district's debts are paid off. He also asked whether ongoing rate increases would finish prior to combination. He asked whether CWD surface water is sold to downstream users and the percentage of water rights for the water sold. He also expressed concern about inheriting liabilities related to groundwater contamination at McClellan Park.

General Manager Lee explained that rates and financial accounting can't be merged until the debt is retired. She mentioned that the completion of rate increases would depend on how the board proceeds with the combination.

She also provided information on the temporary transfer of surface water, the evaluation of available groundwater during curtailment, and the financial and water-related aspects of selling surface water.

- General Manager York addressed the questions related to the handling of groundwater contamination at McClellan Park, explaining that groundwater pollution is contained to the area and that the Park is served by surrounding wells.

One attendee asked whether increased future costs for filtration would be reflected in the rates. Specifically, whether the cost distribution would be equal across all areas or vary by region.

- General Manager Lee responded that the specifics about how increased filtration costs would be reflected in the rates, and whether they would be distributed equally or vary by area, are not

known at the moment. She mentioned that this information would be part of a future rate analysis.

One attendee asked a question about CWD's historical water rights and how they would be protected, transferred, diluted, or enhanced by combination.

- CWD Legal Counsel Ferguson explained that the district holds three surface water rights with varying levels of seniority, allowing the diversion of water from the Lower American River. The rights have conditions specifying diversion rate and place of use. Currently, these rights only allow water use within the CWD service area. Any modification, such as serving water beyond the area, would require a petition to the State Water Board. Even with a combined district, the water could only be served within the specific area.
- There were discussions about potential assurances that could be incorporated into the LAFCo (Local Agency Formation Commission) process to address Carmichael's concerns. General Manager York also mentioned the possibility of Carmichael remaining its own service area even in the context of combination.

One attendee raised concerns about the potential impact of combination on water quality and expressed skepticism about potential assurances regarding water quality.

One attendee expressed concern about external entities (larger water providers and users) who may pose a threat to the Sacramento region's water supplies. The attendee emphasized the need for larger, collective agreements and legal strength to protect water rights against those attempting to acquire or influence Sacramento's water resources.

One attendee expressed concern about losing the Carmichael Water District name, emphasizing the significance of the name to the identity of the Carmichael community. He also inquired about the role of the State Water Board in the combination process and if there are external drivers prompting combination. He sought clarification on whether rates will remain the same until both districts retire their debt.

- Directors mentioned that the State Water Board is not directly involved in their efforts but does encourage combinations of smaller disadvantaged water districts.
- The response clarified that each district cannot transfer its debt to the other, so rates will remain separate until debt retirement.

One attendee asked about the status of SSWD combination discussions with Del Paso Manor Water District (DPMWD).

- General Manager York mentioned that the discussions with DPMWD have ended, adding that the SSWD Board made it clear that SSWD would not assume responsibility for improving the DPMWD water system should combination ever occur in the future.





## Agenda Item: 14

**Date:** February 26, 2024

**Subject:** Groundwater Well Asset Management Plan Implementation Status

**Staff Contact:** Howard Moreland, Production Superintendent

### Recommended Board Action:

Receive status update from staff and approve a revised Groundwater Well Asset Management Plan Implementation Schedule.

### Summary:

The Groundwater Well Asset Management Plan's (GWAMP's) revised implementation schedule has been developed and implementation is moving forward. This staff report summarizes the revised schedule and provides an implementation status update.

### Background:

The Sacramento Suburban Water District (District) Board of Directors adopted the first Groundwater Well Asset Management Plan (GWAMP) on January 26, 2009. The 2009 GWAMP focused primarily on the borehole and well casing (below ground components) as these are the most expensive components of a groundwater well facility. An updated GWAMP was accepted by the Board on November 16, 2020.

The full GWAMP can be accessed at the link below.

<https://www.sswd.org/departments/engineering/reports/groundwater-well-facility-asset-management-plan>

As reported at the November 20, 2023, regular Board meeting, the GWAMP implementation fell behind the schedule established in the 2020 GWAMP. At that meeting, the Board directed staff to provide monthly updates until a new implementation schedule was developed and approved by the Board.

At the January 22, 2024, regular Board meeting, staff provided an implementation status update that included the formation of a new GWAMP Implementation Team (Team) that has been meeting bi-weekly focusing on reviewing each section of the GWAMP to establish a baseline common understanding of the recommendations. It was also reported that the Team had been productive and substantial progress had been made to develop a revised implementation schedule.



The Team is currently working on IM-2 GWAMP Annual Maintenance, which includes finalizing the proposed implementation schedule that will be added to the GWAMP. In addition, the Team is working on CA-2, inspecting the remaining 66 wells that were not inspected during the creation of the GWAMP. Furthermore, the Team is reviewing the condition assessment inspection forms to determine the best way to collect data electronically, rather than on paper.

Completion of many of the **Implementation Items** shown above in Table 1 are reliant on the development of a standardized data collection framework and standard reports. It was previously determined (by the former Team) that the District's data collection unit (tool) planned to be used to collect well run data for GWAMP implementation lacked sufficient capability.

To address this, over the past two years staff have been developing a new mobile data collection unit (tool). Staff have recently reached a progress milestone with the integration process where the new tool's software is functional in communicating with the District's work order management system and SCADA infrastructure. Beta testing has begun and is proving successful. Staff is in the process of creating the data collection framework that will be used to build the needed reports that can permit the monitoring and analysis of asset performance.

### **Conclusion**

While substantial progress had been made over the past two years to implement the GWAMP, the new Team is focused and on track to make steady progress in completing the remaining recommendations in-line with the revised schedule. Staff will prepare another annual update for the Board in approximately six months.

### **Fiscal Impact:**

As stated in the Plan, the Plan does not represent a financial commitment by the Board. The Plan will be used as a planning tool during annual budget discussions with the Board.

### **Strategic Plan Alignment:**

Goal A: Provide a High Quality Reliable Water Supply by Ensuring it is Sustainable, Clean, and Safe

Goal B: Optimize Operational and Organizational Efficiencies

### **Attachment:**

1 – GWAMP Implementation Task Status Table

GWAMP Implementation Task Status Table

Item	Recommendation	Status	Due Date
IM-1	Form SSWD Asset Management Team	Completed	
GW1-1	Implement GWAMP asset and object hierarchy to create a complete asset list in the proper hierarchy	Completed	
RM-2	In coordination with development of AWIA RRA/ERP, document existing and develop risk mitigation strategies	Completed	NOTE: This is also ongoing when the ERP is updated
MM-1	Enter PM activities as identified in the Annual Maintenance Plan into the CMMS	Completed	
MM-3	Develop Annual Maintenance Schedule	Completed	
MM-4	Document all Maintenance Activities on completed work	Completed	NOTE: This is on-going as maintenance is completed
IM-2	GWAMP annual maintenance, including review and updates	In-Process	Q3 2024 Annual Review
CA-2	Develop and implement a plan to visually inspect the remaining 66 wells whose condition was not assessed under the GWAMP.	In-Process	Q3 2024
GW1-2	Implement GWAMP asset and object inventory updates to populate appropriate data fields associated with assets.	In-Process	Q4 2024
CA-1	Create standardized data collection framework, reports, and tools.	In-Process	Q4 2024
CA-3	Develop, document, and implement condition monitoring plan described in Section 5 to conduct condition monitoring of high consequence objects.	In-Process	Q4 2024 Ongoing
LOS-1	Begin collecting data in support of current priority performance measures	In-Process	Q1 2025
RR-1	Develop asset and object commissioning and decommissioning process.	Not Started	Q1 2025
CA-4	Analyze condition assessment and condition monitoring data.	Not Started	Q1 2025 Ongoing
GW1-3	Maintain asset and object inventory periodically updating data fields as appropriate.	Not Started	Q2 2025
MM-2	Develop PM SOP template and use template to consistently document PM activities for objects	Template Completed SOPs In-Process	Q2 2025 Q4 2024
RM-1	Review and refine list of critical assets and objects	Not Started	Annual Review
MM-5	Develop and Implement Maintenance Optimization Process	Not Started	Q4 2025 Annual Review
MM-6	Develop and Implement Failure Analysis of Assets	Not Started	Q4 2025
RR-2	Implement a condition-based approach for identifying asset funding needs	Not Started	Q4 2025 Annual Review
RR-3	Update the LTRRWP based on any updates that are made to the asset and object information.	Not Started	Q4 2025 Annual Review

## GWAMP Implementation Task Status Table

Item	Recommendation	Status	Due Date
LOS-2	Finalize future performance measure definitions and begin collecting data in support of GWAMP identified measures	Not Started	Q2 2026 Ongoing
LOS-3	Build visualizations for GWAMP performance measures as appropriate	Not Started	Q3 2026



## Agenda Item: 15

**Date:** February 26, 2024

**Subject:** Water Meter Asset Management Plan Implementation Status

**Staff Contact:** Hector Segoviano, Distribution Superintendent

### Recommended Board Action:

Receive status update from staff and provide appropriate direction.

### Summary:

The Water Meter Asset Management Plan implementation schedule is on track and implementation is moving forward.

### Background:

The Sacramento Suburban Water District (District) Board of Directors adopted the initial Water Meter Asset Management Plan (Meter AMP) in May of 2015. Predecessor plans were the Water Meter Retrofit Plan adopted in 2004; updated in 2007. The next plan was the 2015 Meter AMP. The 2015 Meter AMP still had at its core the State requirement of installing meters on all accounts by 2025, but the District did add a component addressing the anticipated future transition to asset management from essentially a retrofitting plan. The current plan is the 2023 Meter AMP, that was adopted by the Board in March 2023.

The 2023 Meter AMP is more than just an update of the 2015 Meter AMP, as it has been completely revised to focus on managing water meters, as well as their components, and considers all factors pertaining to maintenance, repair, and replacement decisions. These factors include the District's Advanced Metering Infrastructure (AMI), system-wide integration and reliability, maintenance plan requirements, and rehabilitation and replacement cost decisions.

### Discussion:

There are two sections in the Meter AMP that contain recommended actions, Risk Assessment, and Improvement Opportunities. The implementation status of these two recommendations is listed in Table 1.

**Table 1 – Implementation Status**

Section 8 Risk Assessment			
	Risks	Mitigation	Status
1)	Network Failure Points	Consider service agreement on spare collector items for Sensus	Sensus is committed to a 4-week lead time for parts. No Further action needed
2)	Firmware Updates	Set clear ground rules with Sensus and Badger about how these firmware updates will occur	Ground rules in place
3)	Management of integration points to the Data Warehouse	All integrations should be maintained as systems are upgraded over time	SSWD's IT Department evaluates and maintains integration between systems

Section 9 Improvement Opportunities		
	Improvement Opportunity	Status
1)	Determine system of record for Sensus collection Equipment and maintenance.	Collector information and work order template have been added to GIS and CMMS.
2)	Create a central data repository for all related Meter AMP documentation including contracts and warranty.	File Cabinet specific to meter documentation has been added to electronic document system (OnBase)
3)	Review all Sensus contract terms. Consider a formal network service agreement.	Contract terms reviewed. Received quote for network service. Staff evaluated and determined a network service agreement is not in the best interest of the District
4)	Establish local inventory of critical parts or a complete collector assembly.	Sensus committed to 4-week lead time on parts.
5)	Schedule periodic collector maintenance.	Scheduled for 2024.
6)	Ensure SSWD has all necessary Sensus equipment, to read meters in drive-by mode.	Received quote and equipment will be included with the 2025 budget.
7)	Define any budgetary gaps.	No budgetary gaps identified. Maintenance is included in O&M budget.
8)	Cross train SSWD personnel for emergency maintenance if standard Sensus response times are inadequate.	Staff have evaluated and determined that Sensus response times are adequate.

Water Meter Asset Management Plan Implementation Status

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9)	Monitor the network performance.	Performance is monitored by SSWD staff, Sensus, and Badger.
10)	Badger Beacon Network. Review all contract items to specifically determine contacts for emergency calls.	Reviewed terms, technical support is available M-F 9:00am – 5pm CST. Local sales representative is available 24/7.
11)	SSWD should have a clear understanding of remaining service credits.	Service credits are anticipated to be adequate for the next 5 years. Service credit purchase will be required with the 2030 budget.
12)	Ensure SSWD has all necessary Badger tools and equipment to read meters in drive-by mode.	<u>Badger:</u> SSWD owns the necessary equipment.
13)	Periodically evaluate new meter technologies offered by Badger and Sensus.	SSWD currently evaluates and pilot-tests new technology when available and appropriate.
14)	Establish internal process for managing the warranty returns.	Process established.
15)	Establish specific strategies for equipment, software, and firmware updates.	Strategies have been developed.
16)	<u>Event/Alarm/Report Rationalization:</u> Examine the management of the data between the Data Warehouse and the core modules within Badger and Sensus.	Automatically generated service requests for alarms and events is under development.
17)	Test bench establishment or outsource meter testing.	As part of Meter Preventive Maintenance, staff outsources small meter testing.
18)	<u>Interties:</u> Meter and monitor all major sources of water input and output to the system. Consider cooperative endeavors with other utilities to share in the cost of metering installation.	Major input and output source interties with neighboring Districts are currently metered. Intertie upgrades are cost shared.

The District continues to do an excellent job managing its water meter assets. The Meter Preventive Maintenance (PM) program, which consists of large meter testing, intermediate meter rebuilds, and small meter replacements continues to be successful, as demonstrated by meeting the annual PM goals. Available meter inventory is stocked at adequate levels and the on-hand inventory levels are evaluated annually and adjusted as needed.

Next Update

This AMP is on a 4 to 6 year update cycle and the next update is scheduled for 2028.



**Fiscal Impact:**

As stated in the Plan, the Plan does not represent a financial commitment by the Board. The Plan will be used as a planning tool during annual budget discussions with the Board.

The Plan projects a capital need of approximately \$1.0 million per year averaged over the next 20 years (2023 dollars).

**Strategic Plan Alignment:**

Goal A: Provide a High Quality Reliable Water Supply by Ensuring it is Sustainable, Clean, and Safe

Goal B: Optimize Operational and Organizational Efficiencies



## Agenda Item: 16

**Date:** February 26, 2024

**Subject:** General Manager's Report

**Staff Contact:** Dan York, General Manager

**a. Grant of Easement and Right of Way**

Pursuant to Resolution 16-21, the General Manager has accepted a Grant of Easement and Right of Way for the below listed properties for the purposes of operation and maintenance of new distribution main pipeline and related appurtenances:

- 3460 El Camino Avenue, Sacramento, California
- 3245 Cottage Way, Sacramento, California
- 3839 Walnut Avenue, Carmichael, California
- Sun Maiden Way (Lot), Antelope, California

**b. SMUD Coordination Update**

As reported most recently in the Engineering Report and the Groundwater Well Status Report and discussed at the January 22, 2024 regular Board meeting, staff is in direct communication with SMUD to more fully understand their requirements as relates to both new well projects (like Well 80 addressed in the monthly Engineering Report) and existing well projects (like the 3-wire to 4-wire conversion projects addressed in the monthly Groundwater Well Status Report).

On January 17, 2024, staff held a meeting with SMUD staff to both learn more about SMUD's requirements, processes, and the availability of electrical components like transformers, and to share with SMUD more detail about the essential service that the District provides (e.g., reliable water supply for firefighting) to the same customers that SMUD serves. It was a positive and collaborative discussion and the outcome was mutual commitment to work together more closely wherever possible, and to jointly look for ways to keep the District's well projects moving forward efficiently.

Another topic discussed was District staff inquiring into the specifics of SMUD's requirements related to a 3-wire to 4-wire conversion projects to better understand constraints and possible planning options for the upgrades. In addition, District staff inquired into the specifics of the electrical components necessary to be in place ("electrically ready") for SMUD crews to install transformers. Discovery/discussions are ongoing.

Ironically, directly following Carmichael Water District's January 24<sup>th</sup> Public Information Workshop, the General Manager met SMUD'S Board President, Heidi

Sanborn. The General Manager and Ms. Sanborn began communicating the following day. This has resulted in a confirmed partnership between our two agencies.

**c. Storm Response**

Between February 3-5, 2024, the District successfully managed the operational challenges of a severe winter storm. This severe storm hit the greater Sacramento area bringing with it high winds with gusts up to 68 mph and large amounts of precipitation. This storm resulted in localized flooding, downed trees, power lines, and wide-spread power outages. Approximately 200,000 SMUD customers were without power at one point, which is nearly one-third of SMUD's service connections.

On February 3, 2024, in preparation for severe storm conditions, an additional Operator was assigned standby-duty, and a Production Foreman was assigned to monitor conditions on SCADA at the Corporation Yard. During the storm, a total of 10 staff were involved with the emergency responses.

Due to SMUD power outages affecting the District's production facilities, 15 emergency standby generators ran, which allowed system pressures to be maintained throughout the District. Staff responded to two distribution system leaks that affected 24 residential homes and three buildings within a five-building apartment complex, respectively. During this reportable winter storm, the District proactively worked to protect both supply reliability and staff safety.



## Agenda Item: 17

**Date:** February 26, 2024  
**Subject:** Groundwater Well Status Report  
**Staff Contact:** Dana Dean, P.E., Engineering Manager

This report summarizes off-line Active sources, their project status, and when they are expected to be operational (on-line). Additionally, the report includes a list of on-line sources that have been identified for future proactive projects. This information is categorized by the following sections: A) Capacity Status Summary; B) Off-Line Capacity Detail; and C) Proactive Projects.

### Definitions

Active – A well is defined as an Active source within the District’s Drinking Water Permit.

On-line – A well is considered on-line when it is Active and available for operation into the distribution system.

Off-line – A well is considered off-line when it is Active and locked-out and tagged-out. As a result, it cannot and will not be used as a source of supply. There are various reasons why a well may be off-line, such as maintenance, power supply, water quality, among others.

Note: Work has been initiated on numerous facilities and steady progress is underway as indicated below in Section B. Unless specified differently, Kirby’s Pump and Mechanical, Inc. (KPM) is the contractor for a project.

**A. CAPACITY STATUS SUMMARY**

Table 1 below lists the District’s groundwater supply capacity for Active wells. It includes the On-Line amount and percentage, the current month’s projected daily demand based on a 3-year rolling average (*Average Day*), and the year’s projected highest day demand incorporating a factor of 1.5 on the year’s highest Average Day demand (*Highest Day*).

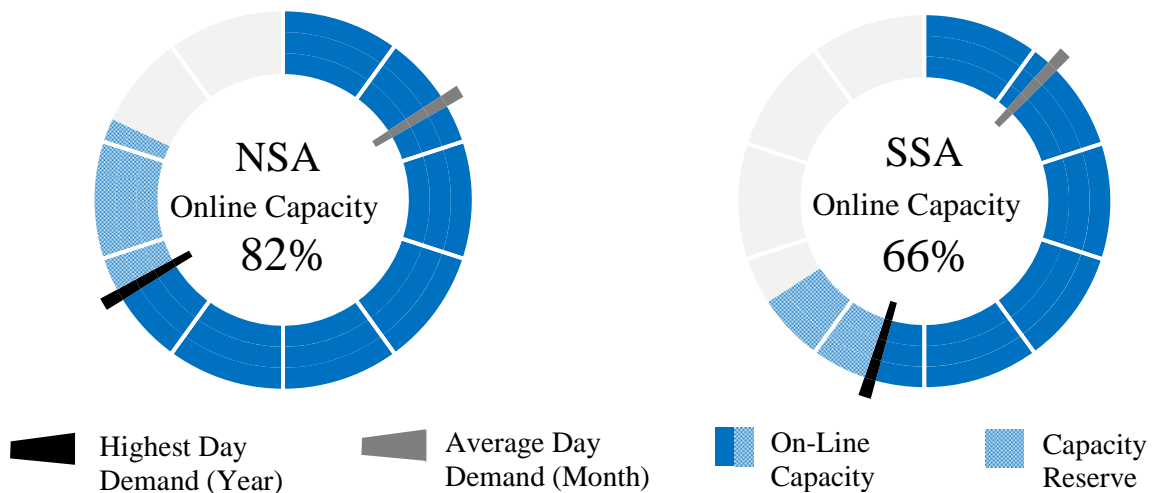
**Table 1.** Status Summary of Groundwater Supply Capacity by Service Area

Area	Groundwater Supply Capacity			Demand Projection (MGD)	
	Active (MGD)	On-Line (MGD)	On-Line (%)	Average Day (Month)	Highest Day (Year)
NSA	58.9	46.3	82%	9.2	37.6
SSA	59.7	36.7	66%	6.7	30.4
<b>Total</b>	<b>118.6</b>	<b>83.0</b>	<b>74%</b>	<b>15.9</b>	<b>66.6</b>

MGD = Million Gallons per Day

Figure 1 below presents the Table 1 data graphically.

**Figure 1.** Capacity vs. Demand by Service Area



**B. OFF-LINE CAPACITY DETAIL**

The District generally has numerous wells undergoing some type of typical lifecycle activity – from preventive maintenance to component repair/replacement. Current off-line wells are listed below:

**NORTH SERVICE AREA**

*Total Active capacity off-line for listed projects:*      7,000 gpm / 10.1 MGD  
 (8,700 gpm last report)

<b>Summary of Change in Well Status</b>		
<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
59A	On	1,700
Net Change in Capacity:		1,700

**CONDITION ASSESSMENT AND INVESTIGATIVE PROJECTS**

Listed below are Condition Assessment (CA) and preliminary investigative projects for off-line sources. A CA is the initial step in assessing a well’s physical condition necessary to monitor the well’s health and is used in planning any further work efforts.

Projects in this category frequently move to the *Repair and Rehabilitation Projects* or the *Water Quality* category following completion of the CA and/or investigative project before moving to the *Completed* category.

*In-Progress Projects:*              0 gpm

None

*Planned Projects:*                0 gpm

None. See Section C for proactive projects.

**REPAIR AND REHABILITATION PROJECTS**

Listed below are current projects of well casing repair / rehabilitation, pump repair / replacement, and other significant activities.

*In-Progress Projects:*              0 gpm

None

*Planned Projects:*                0 gpm

None. See Section C for proactive projects.

## HYDRO-PNEUMATIC TANK PROJECTS

### Background

In 2012, the District's insurance carrier, ACWA/JPIA, alerted its member agencies of the hazards concerning aging hydro-pneumatic (HP) tanks and the potential for catastrophic failure (with potential for major damage, injury, and death). They recommended regular preventive maintenance and inspections be conducted.

The process of performing HP tank inspections involves the following. The well and tank are isolated from the distribution system and the tank is drained. The tank is then cleaned and an inspection is performed which consists of visual inspection and metal thickness measurements. If needed, appurtenances like safety relief valves are replaced and coating repairs are completed.

Tanks are returned to service if the inspection shows that it is in serviceable condition. However, a tank may need to be recoated and/or repaired, or even replaced.

### Projects

Listed below are current HP tank projects and inspections. An inspection is the initial step in assessing a tank's coating and physical condition and is used in planning work efforts.

In-Progress Projects: 900 gpm

#### N3 Engle

Capacity / Status: 900 gpm / Off-line 1/13/2023

Reason: HP tank structural deficiencies. (Off-line due to safety concerns). Pump and motor needs to be replaced.

Project Phase: HP tank has been replaced.

Discharge pipe modifications are underway. Waiting for pump and motor delivery.

Expected Completion: April 2024

Planned Projects: 0 gpm

None. See Section C for proactive projects.

## WATER QUALITY PROJECTS

Listed below are current water quality investigation and remediation projects.

Wells in this category tend to require significant downhole modifications, chemical rehabilitation, and/or treatment plants. The probability of inactivation is higher for a well in this category than for those in the previous categories.

*In-Progress Projects:* 2,800 gpm

N6A Palm

*Capacity / Status:* 1,700 gpm / Off-line 3/4/2020

*Reason:* Bacteriological

*Project Phase:* Well disinfection and treatment plant conditioning complete.  
Flowmeter and PLC communication troubleshooting.

*Contractor:* McCrometer

*Expected Completion:* March 2024

N20 Cypress

*Capacity / Status:* 1,100 gpm / Off-line 8/23/2018

*Reason:* Manganese

*Project Phase:* Well rehabilitation in progress. Waiting for water quality results.

*Expected Completion:* March 2024 (for well rehabilitation). Depending on the outcome of the rehabilitation, a decision will be made on the future course of action needed to return the well to service.

*Planned Projects:* 3,200 gpm

N1 Evergreen

*Capacity / Status:* 1,100 gpm / Off-line 6/1/2021

*Reason:* PFAS

*Contractor:* Roadrunner

*Project Phase:* Project is well modification in an attempt to mitigate PFAS contamination. Ready for construction; waiting for well contractor availability.

*Tentative Start:* April 2024

*Expected Completion:* May 2024



N8 Field

*Capacity / Status:* 1,100 gpm / Off-line 5/2/2023  
*Reason:* Bacteriological (initially) and Manganese (recently)  
*Project Phase:* Initial (bacteriological) sampling lab results have been received and data are being evaluated. A second sampling (for manganese) will be required.  
*Tentative Start:* May 2024 (this will most likely require a chemical treatment approach that is relatively time-consuming)  
*Expected Completion:* July 2024

N23A Freeway

*Capacity / Status:* 1,000 gpm / Off-line 7/6/2023  
*Reason:* Bacteriological  
*Project Phase:* Disinfection with a more aggressive chlorination treatment  
*Tentative Start:* March 2024  
*Expected Completion:* April 2024

**COMPLETED PROJECTS**

Restored Capacity: 1,800 gpm

59A Bainbridge/Holmes

*Capacity / Status:* 1,800 gpm / Off-line 11/27/2023  
*Reason:* Leaking check valve  
*Resolution:* Replaced check valve

**SOUTH SERVICE AREA**

*Total Active capacity off-line for listed projects:* 13,200 gpm / 19.0 MGD  
 (12,600 gpm last report)

**Summary of Change in Well Status**

<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
4B Bell/Marconi	On	2,400
73 River Walk/NETP South	Off	(3,000)
Net Change in Capacity:		(600)

**CONDITION ASSESSMENT AND INVESTIGATIVE PROJECTS**

In-Progress Projects: 3,600 gpm

28 Red Robin/Darwin

*Capacity / Status:* 600 gpm / Off-line 9/21/2020  
*Reason:* Capacity loss (pump breaking suction)  
*Project Phase:* Pump installed. Well disinfection being scheduled  
*Expected Completion:* February 2024

73 River Walk/NETP South

*Capacity / Status:* 3,000 gpm / Off-line 1/26/2024

*Reason:* Motor failure

*Project Phase:* Investigating issue

*Expected Completion:* March 2024

*Planned Projects:* 1,600 gpm

32A Eden/Root

*Capacity / Status:* 1,600 gpm / Off-line 12/21/2023

*Reason:* Treatment plant malfunctioning

*Project Phase:* Investigating issue

*Expected Completion:* March 2024

**REPAIR AND REHABILITATION PROJECTS**

*In-Progress Projects:* 1,800 gpm

35 Ulysses/Mercury

*Capacity / Status:* 800 gpm / Off-line 6/7/2023

*Reason:* Electrical service failure (SMUD requires upgrade from 3- to 4-wire)

*Contractor:* Frisch Engineering (design); KPM (construction)

*Project Phase:* Scoping/contracting with designer

*Expected Completion:* January 2026 (est. 24-month project duration for SMUD service upgrade)

SSWD and SMUD have been in communication regarding reenergizing 3-wire services. Return to service may be sooner, but is dependent on a successful safety inspection by SMUD.

41 Albatross/Iris

*Capacity / Status:* 500 gpm / Off-line 11/5/2018

*Reason:* Site electrical power supply line replacement

*Contractor:* Auburn Constructors

*Project Phase:* Contractor has installed new conduit. Currently waiting for SMUD to install new power pole (to connect well site to SMUD's pole-mounted transformer). Operational testing to follow.

*Expected Completion:* May 2024 (based on SMUD anticipated schedule to install new power pole and conductors, and Tesco field testing)

60 Whitney/Concetta

*Capacity / Status:* 500 gpm / Off-line 5/13/2021  
*Reason:* Motor failure and pump worn out (Loewen); and pump station improvements (KPM)  
*Contractor:* Loewen; followed by KPM  
*Project Phase:* Electrical modifications in process  
*Expected Completion:* March 2024

Planned Projects: 2,400 gpm

13 Calderwood/Marconi

*Capacity / Status:* 700 gpm / Off-line 7/16/2020  
*Reason:* Capacity loss (pump breaking suction)  
*Project Phase:* Condition assessment completed.  
In work queue for well cleaning.  
*Tentative Start:* May 2024  
*Expected Completion:* July 2024

20A Watt/Arden

*Capacity / Status:* 1,100 gpm / Off-line 3/1/2022  
*Reason:* Electrical service failure (SMUD requires upgrade from 3- to 4-wire)  
*Project Phase:* Plan has been approved by SMUD  
In work queue for construction of upgraded electrical lines  
*Tentative Start:* April 2024  
*Expected Completion:* July 2024 (based on anticipated SMUD schedule)

70 Sierra/Blackmer

*Capacity / Status:* 600 gpm / Off-line 5/10/2019  
*Reason:* Capacity loss (total)  
Additionally, HP tank has structural deficiencies (off-line due to safety concerns)  
*Project Status:* Well condition assessment completed  
In work queue for well cleaning  
*Tentative Start:* May 2024  
*Expected Completion:* July 2024

**HYDRO-PNEUMATIC TANK PROJECTS**

In-Progress Projects: 0 gpm

None

Planned Projects: 1,300 gpm

18 Riding Club/Ladino

*Capacity / Status:* 900 gpm / Off-line 4/8/2022

*Reason:* HP tank inspection (off-line due to safety concerns)

Additionally, fluoride injection system is malfunctioning

*Project Phase:* Site access alternatives assessment (improved site access is required to remove the HP Tank)

*Tentative Start:* April 2024 (for assessment)

*Expected Completion:* September 2024

77 Larch/Northrop

*Capacity / Status:* 400 gpm / Off-line 12/21/2022

*Reason:* HP tank inspection (off-line due to safety concerns)

*Project Phase:* Pump testing to assess well condition

*Tentative Start:* May 2024 (for well condition assessment)

*Expected Completion:* June 2024

## WATER QUALITY PROJECTS

In-Progress Projects: 0 gpm

None

Planned Projects: 2,800 gpm

46 Jonas/Sierra

*Capacity / Status:* 700 gpm / Off-line 7/16/2018

*Reason:* PFAS

*Contractor:* N/A. District Environmental Compliance staff is conducting the evaluation.

*Project Phase:* Evaluation for inactivation

*Tentative Start:* N/A

*Expected Completion:* March 2024

68 Northrop/Dornajo

*Capacity / Status:* 1,600 gpm / Off-line 11/3/2021

*Reason:* Entrained gas; manganese

*Project Phase:* Condition assessment completed. In work queue for well cleaning.

*Tentative Start:* May 2024

*Expected Completion:* July 2024

69 Hilldale/Cooper

*Capacity / Status:*

500 gpm / Off-line 1/25/2017

*Reason:*

Bacteriological

*Contractor:*

N/A. District Environmental Compliance staff is conducting the evaluation.

*Project Phase:*

Evaluation for inactivation

*Tentative Start:*

N/A

*Expected Completion:*

March 2024

**COMPLETED PROJECTS**

Restored Capacity:

2,400 gpm

4B Bell/Marconi

*Capacity / Status:*

2,400 gpm / Off-line 11/10/2023

*Reason:*

Discharge pipe repairs

*Resolution:*

Replaced fittings

**C. PROACTIVE PROJECTS**

Listed below are on-line groundwater facilities selected for proactive work. Wells in this category are showing signs of declining health or have not been evaluated in a significant amount of time. When the project begins it is moved to the Condition Assessment or Investigative Projects in Section B.

**NORTH SERVICE AREA**

Planned Projects:

3,500 gpm

56A Fairbairn/Karl

*Capacity*

1,900 gpm

N5 Hillsdale

*Capacity*

700 gpm

N22 River College

*Capacity*

900 gpm

**SOUTH SERVICE AREA**

Planned Projects: 5,600 gpm

25 Thor/Mercury  
Capacity 600 gpm

33A Auburn/Norris  
Capacity 2,500 gpm

74 Riverwalk/NETP South  
Capacity 2,500 gpm



## Agenda Item: 18

**Date:** February 26, 2024

**Subject:** Engineering Report

**Staff Contact:** Dana Dean, P.E., Engineering Manager

Summarized below are Engineering Department activities. The report is separated into the following sections: A) Major Capital Improvement Program (CIP) Projects; B) Planning Documents; and C) Other Projects.

### A. MAJOR CAPITAL IMPROVEMENT PROGRAM PROJECTS

Below are major CIP projects consistent with the Board’s approved funding program.

SUPPLY – NEW WELLS

The table below shows the stages of the current projects.

Well <b>78</b> Butano / Cottage	<b>DESIGN AND CONSTRUCTION</b>		
	<b>Approximate Completion</b>		<b>Change in Completion Status Since Last Report</b>
	<b>Design</b>	<b>Construction</b>	
	<i>Production Well</i>		
	Complete	Complete	n/a
	<i>Pump Station</i>		
	Complete	Complete	n/a
	<b>FACILITY COMMISSIONING</b>		
	<b>Start</b>	<b>End</b>	<b>Notes</b>
	May 2023	<i>January 2024 (previous)</i>  March 2024	No Change

**Comment:** The facility, save backup electrical power capability, is fully operational and has been pumping into the distribution system since early December 2023.

Well <b>80</b> Walnut / Auburn	<b>DESIGN AND CONSTRUCTION</b>		
	<b>Approximate Completion</b>		<b>Change in Completion Status Since Last Report</b>
	<b>Design</b>	<b>Construction</b>	
	<i>Production Well</i>		
	Complete	Complete	n/a
	<i>Pump Station</i>		
	Complete	May 2023 <i>(original)</i>  July 2024	No Change
	<b>FACILITY COMMISSIONING</b>		
	<b>Start</b>	<b>End</b>	<b>Notes</b>
	Dec. 2023 <i>(previous)</i>  July 2024	May 2024 <i>(previous)</i>  August 2024	No Change

Wells <b>81, 82, and 83</b> Antelope North / Poker	<b>DESIGN AND CONSTRUCTION</b>		
	<b>Approximate Completion</b>		<b>Change in Completion Status Since Last Report</b>
	<b>Design</b>	<b>Construction</b>	
	<i>Production Wells</i>		
	Complete	Complete	n/a
	<i>Pump Station</i>		
	Complete	December 2024 <i>(original)</i> October 2025 <i>(previous)</i> March 2026	No Change
	<b>FACILITY COMMISSIONING</b>		
	<b>Start</b>	<b>End</b>	<b>Notes</b>
	March 2026	May 2026	No Change



Well 84 Antelope / Don Julio	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<i>Production Well</i>		
	Complete	Complete	n/a
	<i>Pump Station</i>		
	Complete	June 2024 (original) March 2025 (previous)  July 2025	No Change
	FACILITY COMMISSIONING		
	Start	End	Notes
July 2025	September 2025	No Change	

DISTRIBUTION

**MAIN REPLACEMENT PROGRAM**

The table below shows stages of the current major main replacement/improvement projects.

Project	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
Auburn Blvd. Bridge Main Replacement	March 2024	October 2025 (Anticipated – no schedule has been provided by City)	City is scheduling Construction for 2025
MBP Dudley Peacekeeper Main Replacement	September 2024	2025	No Change
MBP Dudley Dudley Main Replacement	October 2024	2025	No Change

## B. PLANNING DOCUMENTS

The District has planning documents (e.g., Asset Management Plans (AMPs) and Master Plans (MPs)) for all of its infrastructure categories. AMPs are generally updated on a staggered schedule and the update frequencies range from 4 to 6 years.

The table below lists all of the District's AMPs and MPs and their update status.

Plan	Last Update	Next Update	Comment
Buildings and Structures AMP	2020	2026	
Distribution Main AMP	2019	2024	
Fleet AMP	2020	2025	
Groundwater Well AMP	2020	2026	
Meter AMP	2023	2028	
Reservoir and Booster Pump Station AMP	2011	n/a	Note 1
SCADA AMP	2021	2026	
Transmission Main AMP	2020	2024	
Water System MP	2017	n/a	Note 2

**Note 1.** Updating has been deferred until resolution of the Combination Study with Carmichael Water District.

**Note 2.** Updating has been deferred pending further progress of the Combination Study with Carmichael Water District.

## C. OTHER PROJECTS

### Enterprise Reservoir and Booster Pump Station – Operational Upgrades

This project will allow turnover of the reservoir during groundwater deliveries to City of Sacramento, and optimized energy efficiency during peak-hour demand periods.

Based on information gained during field testing with the integrator and District Operations staff in October 2023, programming modifications were requested by the District to enhance operational flexibility. As a result of the District's request, estimated project completion was extended from October 2023 into March 2024 – however, the integrator never committed to this timeframe.

In late January 2024, staff received word from the integrator that their availability for the planned site work (programming installation, and testing) has been impacted and they are now anticipating field work to take place in April instead of March. However, the integrator has not yet provided a schedule.

Barring any further delays on the part of the integrator, and any further complications, the project would be expected to be complete in May 2024.



## Agenda Item: 19

**Date:** February 26, 2024

**Subject:** Financial Report

**Staff Contact:** Jeffery S. Ott, Director of Finance and Administration

### Summary:

This staff report contains summarized **Draft** information on the District’s financial condition for the period ended December 31, 2023.

- Draft - Financial Statements – December 2023
- Draft - Budget to Actual Reports – December 2023

### DRAFT - Financial Statements

These Financial Statements and certain other reports noted above are presented in Draft form and should not be relied upon for investment or other decision-making purposes. As December 31 is the District’s year-end for financial reporting purposes, amounts presented in this report will remain “Draft” until the external auditor’s financial audit is complete and the Board accepts the 2023 audited annual comprehensive financial report (ACFR). The results of the audit and the ACFR are expected to be complete and brought to the Board for approval at the May 20, 2024 Board meeting.

### DRAFT - Financial Statement Highlights – December 2023

Financial Highlights from the Statements of Net Position and Statements of Revenues, Expenses, and Changes in Net Position are presented in the following table. They are gleaned from the financial statements attached to this report.

	<b>Draft - Statement of Net Position</b>		
	<b>Year-To-Date</b>	<b>Year-To-Date</b>	<b>Variance</b>
	<b>12/31/2023</b>	<b>12/31/2022</b>	
<b>LIQUIDITY</b>	\$10,303,778.73	11,746,136.06	(1,442,357.33)
<b>INVESTMENT</b>	36,111,152.90	37,208,891.51	(1,097,738.61)
<b>CAPITAL ASSETS</b>	339,042,474.78	324,541,471.41	14,501,003.37
<b>DEBT</b>	49,217,532.26	54,915,515.14	(5,697,982.88)
<b>NET POSITION</b>	325,261,120.61	302,456,345.88	22,804,774.73

**Draft - Statements of Revenues, Expenses and Changes in Net Position**

	Year-To-Date 12/31/2023	Year-To-Date 12/31/2022	Variance
Operating Revenue	53,449,277.90	53,294,912.90	154,365.00
Operating Expense	(25,817,306.54)	(22,416,607.12)	(3,400,699.42)
Other, Net	(4,827,196.63)	(12,123,516.31)	7,296,319.68
<b>NET INCOME</b>	<b>22,804,774.73</b>	<b>18,754,789.47</b>	<b>4,049,985.26</b>

Key information from this report indicates that combined the District’s cash balance is \$1.4 million less than the balance on December 31, 2023, and investments are \$1.1 million less than on December 31, 2022; long-term debt has decreased by \$5.7 million; and net position has increased by \$22.8 million in the last 12 months as the District continues to invest in capital infrastructure replacements while decreasing its outstanding debt. Operating revenues increased \$0.2 million, operating expenses increased \$3.4 million and other, net expenses decreased \$7.3 million, year to date compared to the same period a year ago. Increase in operating revenues primarily due to the 3% rate increase that occurred on January 1 of this year and water wheeling income from Cal-American Water Company that offset not receiving any water transfer revenues in 2023. The year-over-year operating expense increase of \$3.4 million is primarily related to net effects of \$1.1 million net increase in water costs as more surface water was taken than last year, and G&A increases of \$0.3 million, and \$1.3 million difference in accounting for various GASB transactions remaining to be updated. Other, net expenses decreased \$7.3 million net from 2022 primarily related to the combination of a \$3.9 million net increase in investment income/loss and unrealized gains/losses of the investment portfolio from the previous year, \$0.4 million decrease in interest expense and related costs, \$0.4 million net increase in disposal of capital assets, \$0.7 million decrease in capacity fees, \$2.2 million decrease in capital developer contributions and \$4.9 million increase in capital improvement grants.

**Budgets:**

Budget Item	Actual Amount YTD	Adjusted Budget Amount YTD	Variance YTD
Revenues and Sources of Funds	60,712,724	54,644,000	6,068,724
Operations and Maintenance	25,817,307	25,860,180	(42,873)
Capital Expenditures *	26,106,656	30,423,634	(4,316,978)
Debt Service - Principal	4,910,000	4,910,000	-
Debt Service - Interest	2,068,075	2,085,000	(16,925)

\*Capital budget includes rollover budget from previous years.

The District's revenues for 2023 were \$6.1 million more than budgeted amount primarily due to capital improvement grants, water service charges, water wheeling income from Cal-American Water Company and rental & other income that were more than the budgeted.

The District's operating and maintenance expenditures as of December 31, 2023, came in very close to the approved adjusted budget. Only \$43,000 remained unspent. A \$1.0 million budget amendment was approved at the December 18, 2023, regular Board meeting to cover the increase in surface water and transmission and distribution repair costs that were over budget and is included in the Adjusted Budget Amount YTD reported above.

The District's adjusted Capital Improvement Program (CIP) budget for 2023 is \$24.5 million plus \$3.9 million in rollover funds from previous years' budgets for a total of \$28.4 million. As of December 31, 2023, \$24.9 million has been spent while an additional \$3.1 million is under commitment. Expenditures continue to be primarily in new well construction, well rehabilitation, and distribution system replacements.

The District's adjusted Operating Capital Program (OCP) budget for 2023 is \$0.7 million plus \$1.3 million in rollover funds from previous years' budgets for a total of \$2.0 million. As of December 31, 2023, \$1.2 million has been spent while an additional \$0.4 million is under commitment.

Scheduled 2023 principal payments of \$4.9 million were paid in October 2023. Total principal outstanding as of December 31, 2023, is \$49.3 million. The District's debt service budget for 2023 is \$7.0 million consisting of \$4.9 million for principal and \$2.1 for interest payments. Interest payments are in line with the 2023 budget.

**Attachments:**

1. Draft Financial Statements – December 31, 2023
2. Draft Budget to Actual Reports – December 31, 2023

**Financial Statements  
December 31, 2023**

DRAFT

**Sacramento Suburban Water District  
Statements of Net Position**

As Of	<u>Month End</u> <u>12/31/2023</u>	<u>Month End</u> <u>12/31/2022</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$10,270,845.68	\$11,743,777.22
Restricted Cash and cash equivalents	32,933.05	2,358.84
Accounts receivable, net of allowance for uncollectible accounts	6,492,454.36	3,202,609.76
Interest receivable	211,050.04	117,080.56
Grants receivables	4,854,201.17	-
Other receivables	-	1,797,583.39
Inventory	893,594.28	947,206.89
Prepaid expenses and other assets	1,970,381.08	1,290,766.78
<b>TOTAL CURRENT ASSETS</b>	<b>24,725,459.66</b>	<b>\$19,101,383.44</b>
<b>NONCURRENT ASSETS</b>		
Investments	36,111,152.90	37,208,891.51
<b>TOTAL NONCURRENT ASSETS</b>	<b>36,111,152.90</b>	<b>37,208,891.51</b>
Property, plant and equipment	576,147,520.90	548,631,010.46
Accumulated depreciation	(237,105,046.12)	(224,089,539.05)
<b>TOTAL CAPITAL ASSETS</b>	<b>339,042,474.78</b>	<b>324,541,471.41</b>
<b>TOTAL ASSETS</b>	<b>399,879,087.34</b>	<b>380,851,746.36</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred amount on long-term debt refunding	3,170,940.27	4,129,418.67
Pension contribution subsequent to measurement date	4,842,834.00	4,842,834.00
Other post-employment benefits	1,300,500.00	1,300,500.00
Deferred outflow of Asset Obligation	981,339.87	981,339.87
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<b>410,174,701.48</b>	<b>392,105,838.90</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
<b>Current portion of long-term debt and capital leases</b>	<b>5,010,000.00</b>	<b>4,910,000.00</b>
Current portion of Compensated Absences	1,000,000.00	1,000,000.00
Accounts payable	4,621,965.49	3,658,728.41
Accrued interest	330,665.34	347,482.06
Deferred revenue and other liabilities	3,734,360.59	3,801,332.95
Accrued expenses	1,209,474.17	1,168,466.72
<b>TOTAL CURRENT LIABILITIES</b>	<b>15,906,465.59</b>	<b>14,886,010.14</b>
<b>NONCURRENT LIABILITIES</b>		
Long-term debt	44,207,532.26	50,005,515.14
Compensated absences	373,378.02	331,762.74
Net pension liability	12,721,219.00	12,721,219.00
Net other post-employment benefits liability	3,139,340.00	3,139,340.00
Asset Retirement Obligation	5,133,984.00	5,133,984.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<b>65,575,453.28</b>	<b>71,331,820.88</b>
<b>TOTAL LIABILITIES</b>	<b>81,481,918.87</b>	<b>86,217,831.02</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Employee pensions	705,650.00	705,650.00
Other post-employment benefits	2,726,012.00	2,726,012.00
<b>NET POSITION</b>		
Invested in capital assets, net of related debt	270,541,612.06	270,541,612.06
Restricted	2,358.84	2,358.84
Unrestricted	54,717,149.71	31,912,374.98
<b>TOTAL NET POSITION</b>	<b>325,261,120.61</b>	<b>302,456,345.88</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<b>410,174,701.48</b>	<b>392,105,838.90</b>

**Sacramento Suburban Water District**  
**Statements of Revenues, Expenses and Changes in Net Position**  
**Period Ended**

	<u>Year-To-Date</u> <u>12/31/2023</u>	<u>Year-To-Date</u> <u>12/31/2022</u>
<b>OPERATING REVENUES</b>		
Water consumption sales	\$ 15,575,205.01	\$ 15,545,074.97
Water consumption sales - water transfer	-	1,748,400.00
Water service charge	36,087,139.76	34,920,696.57
Wheeling water charge	794,003.52	6,806.22
Other charges for services	992,929.61	1,137,823.06
<b>TOTAL OPERATING REVENUES</b>	<b><u>53,449,277.90</u></b>	<b><u>53,358,800.82</u></b>
<b>OPERATING EXPENSES</b>		
Source of supply	3,926,547.94	1,849,668.93
Source of supply - water transfer	-	435,645.71
Pumping	5,690,459.10	5,602,360.88
Transmission and distribution	4,445,158.35	4,476,994.66
Water conservation	695,599.37	637,056.76
Customer accounts	1,792,233.80	1,797,422.25
Administrative and general	9,267,307.98	7,655,423.93
<b>TOTAL OPERATING EXPENSES</b>	<b><u>25,817,306.54</u></b>	<b><u>22,454,573.12</u></b>
Operating income before depreciation	27,631,971.36	30,904,227.70
Depreciation and amortization	(13,734,404.51)	(13,766,157.20)
<b>OPERATING INCOME</b>	<b><u>13,897,566.85</u></b>	<b><u>17,138,070.50</u></b>
<b>NON-OPERATING REV. (EXP.)</b>		
Rental income	317,158.62	314,816.11
Interest and investment income	2,237,730.60	(1,663,670.97)
Interest expense and debt related costs	(2,238,570.86)	(2,640,559.73)
Other non-operating revenues	715,647.93	53,508.23
Other non-operating expenses	(20,910.74)	0.78
Gain(loss) on disposal of capital assets	75,145.37	(343,802.09)
<b>NON-OPERATING REV. (EXP.)</b>	<b><u>1,086,200.92</u></b>	<b><u>(4,279,707.67)</u></b>
<b>NET INCOME (LOSS) BEFORE CAPITAL</b>	<b><u>14,983,767.77</u></b>	<b><u>12,858,362.83</u></b>
<b>CAPITAL CONTRIBUTIONS</b>		
Capacity fees	954,971.00	1,680,572.00
Developer contributions	2,011,834.79	4,215,854.64
Federal, state and local capital grants	4,854,201.17	-
<b>TOTAL CAPITAL CONTRIBUTIONS</b>	<b><u>7,821,006.96</u></b>	<b><u>5,896,426.64</u></b>
<b>CHANGE IN NET POSITION</b>	<b><u>22,804,774.73</u></b>	<b><u>18,754,789.47</u></b>
<b>Net position at beginning of year</b>	<b><u>302,456,345.88</u></b>	<b><u>283,701,556.41</u></b>
<b>NET POSITION AT END OF PERIOD</b>	<b><u>\$ 325,261,120.61</u></b>	<b><u>\$ 302,456,345.88</u></b>



**Budget to Actual Reports  
December 31, 2023**

DRAFT

**Sacramento Suburban Water District  
Budget to Actual As Of  
Period Ended**

	12/31/2023 - YTD			2023
	Actual	Budget	Variance	Annual Budget
<b>REVENUES</b>				
Water consumption sales	\$15,575,205.01	\$15,232,000.00	\$343,205.01	\$15,232,000.00
Water service charge	36,087,139.76	35,556,000.00	531,139.76	35,556,000.00
Wheeling water charge	794,003.52	7,000.00	787,003.52	7,000.00
Other charges for services	992,929.61	1,115,000.00	(122,070.39)	1,115,000.00
Capacity fees	954,971.00	1,000,000.00	(45,029.00)	1,000,000.00
Interest and investment income	421,826.79	484,000.00	(62,173.21)	484,000.00
Rental & other income	1,032,447.47	350,000.00	682,447.47	350,000.00
Grant income	4,854,201.17	900,000.00	3,954,201.17	900,000.00
<b>TOTAL REVENUES</b>	<b>60,712,724.33</b>	<b>54,644,000.00</b>	<b>6,068,724.33</b>	<b>54,644,000.00</b>
<b>EXPENSES</b>				
Board of Directors	79,746.79	98,552.32	18,805.53	98,552.32
Administrative	2,677,558.72	2,665,665.40	(11,893.32)	2,665,665.40
Finance	1,181,359.30	1,312,902.84	131,543.54	1,312,902.84
Customer Services	1,490,351.93	1,689,344.92	198,992.99	1,689,344.92
Field Operations	566,757.08	553,798.44	(12,958.64)	553,798.44
Production	8,738,009.48	8,396,330.79	(341,678.69)	8,396,330.79
Environmental Compliance	878,997.56	889,248.04	10,250.48	889,248.04
Distribution	3,074,100.09	3,038,204.64	(35,895.45)	3,038,204.64
Field Services	1,371,058.26	1,545,130.12	174,071.86	1,545,130.12
Maintenance	942,280.33	727,324.00	(214,956.33)	727,324.00
Water Conservation	695,599.37	683,394.80	(12,204.57)	683,394.80
Engineering	1,554,462.10	1,768,859.24	214,397.14	1,768,859.24
GIS/CAD	471,622.72	476,770.56	5,147.84	476,770.56
Human Resources	378,495.69	421,672.88	43,177.19	421,672.88
Information Technology	1,415,025.25	1,271,530.68	(143,494.57)	1,271,530.68
Community Outreach	301,881.87	321,450.00	19,568.13	321,450.00
<b>TOTAL OPERATING EXPENSES</b>	<b>25,817,306.54</b>	<b>25,860,179.67</b>	<b>42,873.13</b>	<b>25,860,179.67</b>

**Sacramento Suburban Water District**  
**Capital Budget**  
**12/31/2023**

Project Name	Original Budget	Adjusted Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year-To-Date	Committed Year-To-Date	Remaining Balance
CIP-Well Rehad/Pump St Improv	\$3,801,000.00	\$2,699,884.68	\$947,452.84	\$3,647,337.52	\$1,573,711.17	\$3,230,148.83	\$256,311.09	\$160,877.60
CIP-SCADA/Com. Improv	\$266,000.00	\$260,292.48	\$195,497.03	\$455,789.51	\$51,684.69	\$298,612.95	\$155,173.19	\$2,003.37
CIP-Well Destruction	\$253,500.00	-	-	-	-	-	-	-
CIP-Well New Construction	\$13,898,500.00	\$17,285,330.06	\$1,835,195.67	\$19,120,525.73	\$3,445,886.08	\$16,533,981.76	\$2,461,865.24	\$124,678.73
CIP-Trans & Dist Improvements	\$1,847,750.00	\$2,093,526.00	\$632,313.17	\$2,725,839.17	\$175,202.99	\$2,520,925.15	\$168,865.08	\$36,048.94
CIP-Meter Retrofit Program	\$5,000.00	-	-	-	-	-	-	-
CIP-Reservoir/Tank Improv	\$337,000.00	\$348,797.78	\$170,506.67	\$519,304.45	\$13,810.65	\$417,069.14	\$101,588.09	\$647.22
CIP-Corrosion Control	\$57,000.00	\$45,650.00	\$16,800.00	\$62,450.00	\$61,815.75	\$61,815.75	\$634.25	-
CIP-Valve/Hydrant/Service Repl	\$380,000.00	\$714,005.98	\$24,882.75	\$738,888.73	\$234,884.78	\$731,754.60	\$301.95	\$6,832.18
CIP-Large Meter Replacement	\$38,000.00	\$44,801.42	-	\$44,801.42	-	\$44,801.42	-	-
CIP-Meter Replacement PM	\$294,500.00	\$190,113.60	-	\$190,113.60	\$6,578.10	\$189,926.29	-	\$187.31
CIP-AMI Endpoints	\$665,000.00	\$331,954.00	-	\$331,954.00	-	\$331,953.58	-	\$0.42
CIP-Special Projects	\$14,250.00	\$6,000.00	\$33,913.81	\$39,913.81	\$5,982.00	\$39,135.00	\$528.57	\$250.24
CIP-Water Related Street Imprv	\$237,500.00	\$517,000.00	\$12,665.46	\$529,665.46	-	\$517,000.00	-	\$12,665.46
<b>CIP Subtotal</b>	<b>\$22,095,000.00</b>	<b>\$24,537,356.00</b>	<b>\$3,869,227.40</b>	<b>\$28,406,583.40</b>	<b>\$5,569,556.21</b>	<b>\$24,917,124.47</b>	<b>\$3,145,267.46</b>	<b>\$344,191.47</b>
OCP - Equipment	-	-	\$6,100.00	\$6,100.00	-	\$6,026.67	-	\$73.33
OCP - Fleet & Facilities	\$118,000.00	\$237,541.00	\$169,000.00	\$406,541.00	\$18,128.41	\$380,941.72	\$2.52	\$25,596.76
OCP - Information Technology	\$316,000.00	\$216,800.00	\$111,269.27	\$328,069.27	\$7,089.50	\$310,818.77	\$7,243.63	\$10,006.87
OCP - Maintenance	\$20,000.00	\$3,103.00	\$250,000.00	\$253,103.00	\$70,873.99	\$99,403.90	-	\$153,699.10
OCP - Operations	\$256,000.00	\$210,200.00	\$375,219.15	\$585,419.15	\$56,714.92	\$337,137.09	\$97,926.15	\$150,355.91
OCP - Property Acquisition	-	-	\$437,818.15	\$437,818.15	\$11,663.00	\$55,203.50	\$339,232.03	\$43,382.62
<b>OCB Subtotal</b>	<b>\$710,000.00</b>	<b>\$667,644.00</b>	<b>\$1,349,406.57</b>	<b>\$2,017,050.57</b>	<b>\$164,469.82</b>	<b>\$1,189,531.65</b>	<b>\$444,404.33</b>	<b>\$383,114.59</b>
<b>Total</b>	<b>\$22,805,000.00</b>	<b>\$25,205,000.00</b>	<b>\$5,218,633.97</b>	<b>\$30,423,633.97</b>	<b>\$5,734,026.03</b>	<b>\$26,106,656.12</b>	<b>\$3,589,671.79</b>	<b>\$727,306.06</b>



## Agenda Item: 20

**Date:** February 26, 2024

**Subject:** District Activity Report

**Staff Contact:** Todd Artrip, Operations Manager

This report describes significant District Activities and milestones over the past month. Included in this report are:

**1. Water Operations Monthly Activity and Exceptions Report**

This shows the various types and number of activities that are in the Operations Department.

**2. District Claims Update Report**

This summarizes claims received by the District. Under the District's Claims Processing Policy, the Board of Directors grants the General Manager, or his or her designee, the authority to review and to approve or reject a claim. The processing of all claims will be conducted in accordance with the Government Claims Act and Ordinance 02-02, including the time limits on claims processing and requirements for presenting claims. All claims will be presented as information to the Board of Directors at a regularly scheduled Board Meeting.

**3. Customer Service Monthly Activity Report**

This shows the total number of Customer Service phone calls received.

**4. Community Outreach Report**

This provides a copy of the monthly bill insert.

### 1. Water Operations Monthly Activity Report

	January 2024	Monthly Average CY 2024	Total CY 2024	Total # in System	Goal CY 2024	% of Goal Completed in CY 2024
<b>Preventive Maintenance Program - Distribution</b>						
Fire Hydrants Inspected	136	136	136	6490	1298	10%
Fire Hydrant Valves Inspected	108	108	108	5869	1174	9%
Mainline Valves Inspected	231	231	231	11255	2251	10%
Blow Off Valves Inspected	10	10	10	1049	210	5%
ARV/CARV Inspected	-	-	-	283	57	0%
<b>Preventive Maintenance Program - Meters</b>						
Meters Tested (3 - 10 inch)	24	24	24	450	120	20%
Meters Replaced ( <sup>5</sup> / <sub>8</sub> - 1 inch)	2	2	2	41167	826	0%
Meter Re-Builds (1 <sup>1</sup> / <sub>2</sub> - 2 inch)	38	38	38	2449	245	16%
<b>Preventive Maintenance Program - Production</b>						
Air Release Valves	-	-	-	96	32	0%
Chemical Systems - Sodium Hypochlorite	6	6	6	71	71	8%
Chemical Systems - Hydrofluorosilicic Acid	1	1	1	30	30	3%
Generator Inspection & Maintenance	-	-	-	23	23	0%
Generator Load Bank Testing	-	-	-	23	10	0%
Generator Battery Replacement	-	-	-	23	6	0%
Hydraulic Control Valves	18	18	18	49	49	37%
Level Transducers	2	2	2	35	35	6%
Motors (Vertical Turbine)	6	6	6	82	82	7%
Pressure Transducers	12	12	12	95	95	13%
Sumps and Associated Pumps	1	1	1	19	19	5%
	January 2024	Monthly Average	YTD Completed	Total With GPS	Total Assets	Percentage Completed
<b>Global Positioning System</b>						
GPS Coordinates Marked	1010	1010	1010	25945	84541	31%
	January 2024	Monthly Average CY 2024	Total CY 2024			
<b>Service Requests</b>						
Main Leaks	2	2	2			
Service Line Leaks	9	9	9			
Customer Pressure Inquiries	7	7	7			
<b>Water Main Shutdown</b>						
-- Unscheduled	5	5	5			
-- Scheduled	9	9	9			
<b>-</b>						
Calls Received Distribution	38	38	38			
Calls Responded Distribution	21	21	21			
Calls Received Production	24	24	24			
Calls Responded Production	3	3	3			
<b>Water Quality</b>						
Complaints	2	2	2			
Taste & Odor Complaints	-	-	-			

## **2. District Claims Update Report**

This summarizes claims received by the District. Under the District's Claims Processing Policy, the Board of Directors grants the General Manager, or his or her designee, the authority to review and to approve or reject a claim. The processing of all claims will be conducted in accordance with the Government Claims Act and Ordinance 02-02, including the time limits on claims processing and requirements for presenting claims. All claims will be presented as information to the Board of Directors at a regularly scheduled Board Meeting.

### **CLAIMS UNDER REVIEW/INVESTIGATION**

#### Claim Filed 4180 Cornelia Way, Sacramento

Claim filed on January 17, 2024, for alleged damage to building and personal items on January 12, 2024 totaling approximately \$13,000 from water main leak. The District's Safety/Risk Officer reviewed the claim with General Manager and after receiving more detailed damage information from customer, referred the claim to JPIA for management.

### 3. Customer Service Monthly Activity Report

#### All District Billing Update

On January 5, 2024, all accounts were billed on the same day for December 2023 charges and usage. Prior to this, the District has always had a weekly billing schedule, billing customers in route groups throughout the month. The change went well, with good support from our involved vendors, and no documented complaints from our customers.

The benefits of this change include:

- All customers are now billed on or around the 5th of each month, providing a much more predictable water bill and payment schedule.
- Customers’ meter read cycles now match the previous calendar month very closely, making the water bills easier to understand. This is made possible due to the District’s commitment to full metering and AMI technology.
- Alignment of dates for production and consumption tracking reports.
- Alignment of dates for customer billing and financial reporting month to month.

#### Customer Service Activity Report.

	<b>Total calls</b>	<b>Calls Abandoned</b>	<b>% of Calls Abandoned</b>	<b>Avg. Wait on Queue</b>	<b>Max. Wait on Queue</b>	<b>Avg. Talk Time</b>
<b>January</b>	2043	25	1.22%	15s	5m, 39s	2m, 43s
<b>December</b>	1396	12	.86%	15s	5m, 28s	2m, 46s
<b>November</b>	1446	14	.97%	15s	6m,52s	2m, 54s
<b>October</b>	1721	18	1.05%	13s	5m, 14s	3m, 7s
<b>September</b>	1864	29	1.56%	21s	6m,31s	3m,11s
<b>August</b>	2543	41	1.61%	20s	6m, 41s	2m, 48s

### 4. Community Outreach Report

#### Bill Insert

A sample of the March 2024 Bill Insert is shown below.

00293667



# H<sub>2</sub>O on the GO

March 2024



## Working Behind the Scenes to Keep Water Flowing | Detecting Hidden System Leaks

This past year, Sacramento Suburban Water District (SSWD) contracted with Utility Services Associates (USA) to conduct a system-wide leak survey. USA checked over 600 miles of our water distribution system, as well as approximately 5,500 fire hydrants, 12,000 valves, and 3,400 water services for leaks.

The project occurred in two phases. USA first did an overall survey of the system using acoustic water leak detection technology, which "listens" for vibrations from leaks. Once complete, they started a "pinpointing phase" that precisely marked anomalies or signs of leaks detected during the first phase using a leak noise correlator, which uses two synchronized sensors to determine the leak's location.

USA found nine mainline leaks, four valve leaks, 13 fire hydrant leaks, two service line leaks, one service connection leak, and three

*Working Behind the Scenes | page 2*



## Be a Leak Detective All Year Long | Fix a Leak Week: March 18 - 24

It's estimated that nearly 1 trillion gallons of water are wasted each year due to easy-to-fix household leaks. According to the U.S. Environmental Protection Agency's WaterSense program, the average American home leaks nearly 10,000 gallons of water a year, enough water for 300 loads of laundry.

WaterSense created Fix a Leak Week in 2009 to raise awareness about the amount of water lost to household leaks and the easy ways to find and fix them.

*Leak Detective | page 2*

## Inquiring Minds | Will SSWD Fix the Leak at My House?

It depends on the location and source of the leak. If the leak is located on a SSWD water main or meter, then it is SSWD's responsibility to repair it. If the leak is originating from the water service line leading from the meter to the home or there is a break in the sprinkler system, it is the homeowner's responsibility.



If you are worried there might be a leak in your home or yard, contact SSWD at 916.972.7171 and we will determine responsibility.

If the leak is your responsibility, SSWD can still help through our rebate program. We are offering rebates of up to \$500 to help with the cost of repairing leaks.

[sswd.org](http://sswd.org)

Phone: 916.972.7171

Fax: 916.972.7639

3701 Marconi Avenue, Suite 100

Sacramento, CA 95821-5346

Hours: M-F, 8:00 a.m. to 4:30 p.m.







*Working Behind the Scenes | from page 1*

water meters that had leaks. These leaks amounted to an estimated 96.65 gallons of water per minute, which adds up to 4,233,270 gallons of water per month, or 50,799,240 gallons of water per year!

Though these leaks may seem like a lot, the amount of water lost to leaks in our water system is far below the industry average in California.

SSWD used State Proposition 1 grant funding from the Department of Water Resources to accomplish the survey and to complete repairs on all of the leaks identified.

This project was part of our ongoing effort to be good stewards of this precious resource by stopping leaks in our water system and helping customers do the same at home or work.

### Low Income Household Assistance

Are you behind on your water bill? There is help available. The Low Income Household Water Assistance Program is a federally-funded state-administrated program that can help low-income households pay overdue bills.

To find out if you might be eligible and to apply for help, please visit <https://www.communityresourceproject.org/>.

Don't delay! The last day to apply for help is March 31st.

*Leak Detective | from page 1*

Here's how you can be a leak detective in your home:

- 1 Check your water bill. If you see a sudden spike in your water usage this is often a sign your home has a leak. You can also review your water use online via our customer portal.
- 2 Take the toilet test. Toilets are the most common cause of household leaks. You can tell if your toilet has a leak by adding a few drops of food coloring to the tank, waiting 10 minutes, and then checking the bowl. If the color appears in the bowl, your toilet leaks. Toilet leaks are most often caused by a worn toilet flapper, which is easy to replace.\*
- 3 Check your showerheads and bathroom and kitchen faucets for drips. Leaky faucets and showerheads are most often caused by worn-out gaskets or washers, which are easy to fix. Also, make sure to check under your sinks for pooling water or for rust around pipe joints and edges.
- 4 Examine your water heater for puddles, rust, and other signs of leaks.
- 5 Make sure to check your sprinkler system once per week in the summer for broken sprinklers or ones that are spraying in the wrong direction.

### \* How to Replace a Toilet Flapper

1. Turn off the water to the toilet
2. Remove the tank cover
3. Remove the old flapper
4. Replace the old flapper with the same or a universal model
5. Turn the water back on
6. Do the toilet test again to make sure you are successful





## Agenda Item: 21

**Date:** February 26, 2024

**Subject:** Sacramento Local Agency Formation Commission Special District Election and Association of California Water Agencies Committee Appointment Results

**Staff Contact:** Dan York, General Manager

### **Sacramento Local Agency Formation Commission Special District Election**

The Sacramento Local Agency Formation Commission (LAFCo) had an open invitation to independent Special Districts within Sacramento County to recommend a member of a Board to join the Special District Commissioner (Office #7).

The Special District Selection Committee was charged with electing a regular representative to serve a new 4-year term beginning January 1, 2024. The previous office term expired on December 31, 2023.

At the District’s June 19, 2023, regular Board meeting, the Board unanimously voted to nominate Director Robert Wichert for the position. Staff then submitted the nomination form and accompanying documents to LAFCo.

Staff recently received notification that LAFCo’s Special District Election has officially come to a close, and that Lindsey Carter (Ms. Carter) has officially been appointed as the special district representative for the Commission. Ms. Carter is currently the Executive Director of the California Agricultural Commissioners & Sealers Association and serves on several boards and committees in Sacramento County, including Sacramento LAFCo.

### **Association of California Water Agencies Committee Appointment**

The District received a call for Association of California Water Agencies (ACWA) Committee appointment considerations for the 2024-2025 term in August 2023.

The ACWA Committee appointment process occurs every two years, for a 2-year term that begins on January 1 of even-numbered years.

ACWA Committees meet throughout the year, providing key technical, policy and organizational input to the ACWA Board of Directors. The Committees bring together expertise and perspectives from across the state on key state and federal issues to help ACWA advocate for members in Sacramento and in Washington D.C.

Sacramento Local Agency Formation Commission Special District Election and Association of California Water Agencies Committee Appointment Results

February 26, 2024

Page 2 of 3

At the District's September 18, 2023, regular Board meeting, the Board President assigned the following Board member and external Committee appointments to the ACWA Committees for consideration.

Director Thomas:

- Groundwater

Director Jones:

- Water Management

Director Locke:

- Business Development
- Energy
- Groundwater
- Water Quality

Director Wichert:

- Energy

Director Boatwright:

- Groundwater
- Water Quality

District Legal Counsel Ryan Bezerra:

- Legal Affairs

Michelle Banonis:

- Water Management

Trevor Joseph:

- Groundwater

Ed Winkler:

- Business Development

The ACWA President, Cathy Green, recently announced her appointments to the 2024-24 Committees. Unfortunately, due to the composition of limited Committees, not everyone could be placed as requested. Those who were not placed on a limited Committee have been added to the waiting list, which will be used to fill vacancies as they occur throughout the term. Unlimited Committees will be filled continuously.

Included as Attachment 1 is the full list of Committee appointments for Region 4; however, below is the list of appointments from the District:

Sacramento Local Agency Formation Commission Special District Election and Association of  
California Water Agencies Committee Appointment Results

February 26, 2024

Page 3 of 3

Business Development Committee:

- Craig Locke
- Edward Winkler

Energy Committee:

- Robert Wichert
- Craig Locke

Groundwater Committee:

- Jay Boatwright
- Kevin Thomas
- Craig Locke
- Trevor Joseph

Legal Affairs Committee:

- Ryan Bezerra

Water Management Committee:

- Michelle Banonis

If you have any questions regarding the committee appointment process, please contact Region  
and Member Engagement Specialist Ana Javaid at [anaj@acwa.com](mailto:anaj@acwa.com) or (916) 669-2442.

**Attachment:**

1 – ACWA Committee List – Region 4

Jeremy	Shepard	Placer County Water Agency
Daniel	Corcoran	El Dorado Irrigation District
Stephen	Peterson	City of Roseville
Alexis	Elliott	Georgetown Divide Public Utility District

Region	Committee Name	First Name	Last Name	Agency
4	<b>2024-2025 ACWA - Agricultural Committee</b>			
		Josh	Weimer	Turlock Irrigation District
		Scot	Moody	Oakdale Irrigation District
		Michael	Cooke	Turlock Irrigation District
		Justin	Hopkins	Stockton East Water District
		Paul	Sanguinetti	Stockton East Water District
		Andrew	Watkins	Stockton East Water District
		Jesse	Franco	Modesto Irrigation District
		Lauren	Bernadett	Reclamation District #2035
		Tom	Orvis	Oakdale Irrigation District
		David	Weisenberger	Banta-Carbona Irrigation District
		William	Vanderwaal	Dunnigan Water District
		Richard	Atkins	Stockton East Water District
	<b>2024-2025 ACWA - Business Development Committee</b>			
		Mark	Emmerson	Carmichael Water District
		Craig	Locke	Sacramento Suburban Water District
		Edward	Winkler	Sacramento Suburban Water District
	<b>2024-2025 ACWA - Communication Committee</b>			
		Constance	Anderson	Turlock Irrigation District
		Kyle	Ochendusko	City of Benicia
		Melissa	Williams	Modesto Irrigation District
	<b>2024-2025 ACWA - Energy Committee</b>			
		Justin	Hopkins	Stockton East Water District
		Ron	Greenwood	Carmichael Water District
		Austin	Avery	Turlock Irrigation District
		Robert	Wichert	Sacramento Suburban Water District
		Dana	Ferreira	Modesto Irrigation District
		David	Weisenberger	Banta-Carbona Irrigation District
		Craig	Locke	Sacramento Suburban Water District
		Paul	Sanguinetti	Stockton East Water District
	<b>2024-2025 ACWA - Federal Affairs Committee</b>			
		Dana	Ferreira	Modesto Irrigation District
		Kyle	Ochendusko	City of Benicia
		Anthony	Barkett	Stockton East Water District
		Josh	Weimer	Turlock Irrigation District
		Anne	Sanger	City of Sacramento - Department of Utilities
	<b>2024-2025 ACWA - Groundwater Committee</b>			
		Liz	Elliott	Modesto Irrigation District
		Jeff	Nelson	Carmichael Water District
		Brett	Ewart	City of Sacramento - Department of Utilities
		Jenifer	Ryan	Reclamation District #2035
		Debbie	Montalbano	Turlock Irrigation District
		William	Vanderwaal	Dunnigan Water District
		Andrew	Watkins	Stockton East Water District

Tom	Orvis	Oakdale Irrigation District
Trevor	Joseph	Sacramento Suburban Water District
Jay	Boatwright	Sacramento Suburban Water District
Kevin	Thomas	Sacramento Suburban Water District
Justin	Hopkins	Stockton East Water District
Craig	Locke	Sacramento Suburban Water District
John	Mauterer	Modesto Irrigation District
John	Woodling	Elk Grove Water District - Dept. of FRCD
David	Weisenberger	Banta-Carbona Irrigation District
Jesse	Franco	Modesto Irrigation District

**2024-2025 ACWA - Legal Affairs Committee**

Ryan	Bezerra	Sacramento Suburban Water District
Eric	Robinson	Reclamation District #2035
Jeanne	Zolezzi	Stockton East Water District
Wesley	Miliband	City of Sacramento - Department of Utilities
Roger	Masuda	Turlock Irrigation District
Scott	Shapiro	Reclamation District #2068

**2024-2025 ACWA - Local Government Committee**

Greg	Zlotnick	San Juan Water District
Brian	Sanders	City of Sacramento - Department of Utilities
Ron	Greenwood	Carmichael Water District

**2024-2025 ACWA - State Legislative Committee**

Ronald	Davis	Carmichael Water District
Dana	Ferreira	Modesto Irrigation District
Kristin	Sicke	Yolo County Flood Control and Water Conservation District
Josh	Weimer	Turlock Irrigation District

**2024-2025 ACWA - Water Management Committee**

Michael	Cooke	Turlock Irrigation District
Paul	Selsky	Carmichael Water District
John	Mauterer	Modesto Irrigation District
Michelle	Banonis	Sacramento Suburban Water District

**2024-2025 ACWA - Water Quality Committee**

Jaycee	Dean	Reclamation District #2068
Patrick	Ji	City of Sacramento - Department of Utilities
Mark	Severeid	City of Sacramento - Department of Utilities

Region	Committee Name	First Name	Last Name	Agency
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**2024-2025 ACWA - Agricultural Committee**

Maureen	Reilly	San Benito County Water District
John	Baillie	Monterey County Water Resources Agency
John	Varela	Valley Water
Joe	Tonascia	San Benito County Water District



## Agenda Item: 22

**Date:** February 26, 2024

**Subject:** Upcoming Water Industry Meetings/Conferences

**Staff Contact:** Heather Hernandez-Fort, Executive Assistant to the General Manager

Note that the Board adopted Policy PL – BOD 003 governing Director compensation and expense reimbursement section 200.20(g) states that Directors may receive a meeting stipend for “meetings, water industry events or office visits of a substantial duration concerning substantive District business as requested and approved for payment by the General Manager or the Board President...” Information provided on upcoming water industry events, or regularly scheduled meetings of other water districts, does not imply that approval for a compensable meeting or reimbursement of expenses are triggered.

Below is a list of upcoming water industry meetings/conferences:

### Upcoming Meetings:

1. LAFCo Meeting (Tentatively Scheduled)  
March 6, 2024  
In-Person and Virtual  
<https://saclafco.sacounty.gov/Pages/default.aspx>
  
2. RWA Board Meeting  
March 14, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://rwah2o.org/meetings/board-meetings/>
  
3. SGA Board Meeting  
April 11, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://www.sgah2o.org/meetings/board-meetings/>
  
4. RWA Board Meeting  
May 9, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://rwah2o.org/meetings/board-meetings/>

## Upcoming Water Industry Meetings/Conferences

February 26, 2024

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5. SGA Board Meeting  
June 13, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://www.sgah2o.org/meetings/board-meetings/>
6. RWA Board Meeting  
July 11, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://rwah2o.org/meetings/board-meetings/>
7. SGA Board Meeting  
August 8, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://www.sgah2o.org/meetings/board-meetings/>
8. RWA Board Meeting  
September 12, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://rwah2o.org/meetings/board-meetings/>
9. SGA Board Meeting  
October 10, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://www.sgah2o.org/meetings/board-meetings/>
10. RWA Board Meeting  
November 14, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://rwah2o.org/meetings/board-meetings/>
11. SGA Board Meeting  
December 12, 2024  
In-Person for voting Board of Directors, virtual option for all public  
<https://www.sgah2o.org/meetings/board-meetings/>

### **Upcoming Conferences:**

12. ACWA 2024 Spring Conference & Exhibition  
May 7-9, 2024  
Sacramento, CA  
<https://www.acwa.com/events/page/3/>
13. ACE24  
June 10-13, 2024  
Anaheim, CA  
<https://www.awwa.org/ace/>



14. CSDA Annual Conference & Exhibitor Showcase

September 9-12, 2024

Indian Wells, CA

[https://www.csda.net/annualconference/home?\\_ga=2.61373484.1833878149.1701801111-843909300.1701801111](https://www.csda.net/annualconference/home?_ga=2.61373484.1833878149.1701801111-843909300.1701801111)

15. AWWA Fall Conference

October 21-24, 2024

Reno, NV

<https://ca-nv-awwa.org/canv/events>

16. ACWA 2024 Fall Conference & Exhibition

December 3-5, 2024

Palm Desert, CA

<https://www.acwa.com/events/page/3/>

**Below is a partial list of local Water Purveyors Regular Board Meeting information and websites:**

- Carmichael Water District: <http://carmichaelwd.org/> - Every 3<sup>rd</sup> Tuesday of the month at 6:00 p.m.
- Citrus Heights Water District: <http://chwd.org/> - Every 3<sup>rd</sup> Wednesday of the month at 6:30 p.m.
- Del Paso Manor Water District: <https://www.delpasomanorwd.org/> - Every 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month at 6:00 p.m.
- El Dorado County Water Agency - <http://www.edlafco.us/> - Every 2<sup>nd</sup> Wednesday of the month at 10:00 a.m.
- El Dorado Irrigation District - <http://www.eid.org/> - Every 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month at 9:00 a.m.
- Fair Oaks Water District: <http://www.fowd.com/> - Every 3<sup>rd</sup> Monday of the month at 6:30 p.m.
- Natomas Mutual Water Company - <http://natomaswater.com/> - Every 2<sup>nd</sup> Tuesday of the month at 9:00 a.m.
- Orange Vale Water Company - <https://orangevalewater.com/> - Every 1<sup>st</sup> Tuesday of the month at 4:00 p.m.
- Placer County Water Agency: <https://pcwa.net/> - Every 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of the month at 2:00 p.m.

Upcoming Water Industry Meetings/Conferences

February 26, 2024

Page 4 of 4

- Rio Linda/Elverta Community Water District: <http://www.rlecwd.com/> - Every 3<sup>rd</sup> Monday of the month at 6:30 p.m.
- San Juan Water District: <http://www.sjwd.org/> - Every 4<sup>th</sup> Wednesday of the month at 6:00 p.m.



## Agenda Item: 23. a.

**Date:** February 26, 2024

**Subject:** Upcoming Policy Review – Employee Compensation Policy (PL – HR 002)

**Staff Contact:** Susan Schinnerer, Human Resources Manager

The Employee Compensation Development Policy (PL – HR 002) (Policy) is scheduled for its annual review. The Policy was adopted by the Board of Directors (Board) on July 19, 2004, and was last reviewed by the Board on November 16, 2020, with minor language changes. Prior to that, it was approved on November 16, 2018, with clarifying changes.

The Policy is scheduled for Board review and approval at the March 18, 2024, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by March 4, 2024. If no comment is received, this Policy will be placed as a Consent Item on the March 18, 2024, regular Board meeting agenda.

The purpose of this Policy is to state the intention of the District regarding employee compensation, delineate the process, and clarify the role and responsibility of the General Manager in that process.

Staff have reviewed the Policy and are recommending minor changes to the Policy as shown in the attached redlined version. This Policy update was not reviewed by legal counsel since it is not required under the new Schedule.

In addition, at the September 18, 2023, regular Board meeting, the Board approved an updated Policy Review Schedule (Schedule), which provides an opportunity for staff to recommend a different review period for policies when they are brought forward for Board review than what is listed on the Schedule. The Employee Compensation Policy is currently listed for review every year on the Schedule and does not require legal review. Staff is recommending that the review period be updated to every four (4) years due to the general language in the Policy and staff's observation of only minor language changes to the Policy being recommended to the Board over the last two reviews. In addition, the annual budget which includes compensation is reviewed and voted on by the Board each year, so if the Board voted to adjust employee compensation, the Policy could be brought forward as a related matter. Finally, the District does not perform compensation studies on an annual basis; such studies are performed closer to the suggested four (4) year timeline.

If the Board approves of the updated review period of four (4) years, the Policy and the Schedule will be updated to reflect this change.

**Fiscal Impact:**

There is no fiscal impact related to the changes in this Policy.

**Strategic Plan Alignment:**

Goal E: Retain and Recruit a Qualified and Stable Workforce

This Policy is a benefit for District customers because it supports the District’s mission to retain quality employees and provide fair and equitable compensation.

**Attachment:**

1 - Employee Compensation Policy (PL – HR 002) – redline

2 - Employee Compensation Policy (PL – HR 002) –clean

Sacramento Suburban Water District

**Employee Compensation Policy**

Adopted: July 19, 2004

Approved with changes on ~~November 16, 2020~~ March 18, 2024

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**100.00 Purpose of the Policy**

The purpose of this policy is to state the intention of the District ~~in regards to~~ regarding employee compensation, ~~delineate~~ define the District's compensation process, and program, and to clarify the role and responsibility of the General Manager. ~~r in that process.~~ A clear compensation program is necessary to provide each employee with fair and equitable compensation. ~~In order to~~ To provide each employee with fair and equitable compensation, accomplish this, it is desirable to develop the District will utilize a systematic method of establishing and maintaining a compensation program. Pursuant to California Water Code Section 30580(d), the General Manager has the responsibility to “fix and alter the compensation of employees and assistants subject to approval by the board” as given during the annual budget process.

**200.00 Policy**

It is the District's policy to provide ~~all of all its~~ employees with fair and equitable compensation defined in terms of comparison to other positions within the District and to the local labor market for the value of the skills related to their job specifications.

a) Wage/Salary Compensation

It is the District's policy to remain competitive within the local labor market. To accomplish this, when setting wage/salary compensation for District positions, the General Manager will target compensation within a range (bound by the market median at the low end and the mid-point of the third quartile at the high end) of the compensation in the appropriate labor market.

b) Total Compensation

The total compensation program will include, in addition to wage/salary compensation, all District holidays and other paid time off benefits, and contributions toward medical/dental/vision insurance, life insurance, short and long-term disability, retirement, incentive program and training/educational programs. The total compensation program will be used when comparing the District's pay level to the appropriate labor market.

c) Advancement

It is the District's policy to provide a program for employee advancement within their pay/salary range using a merit-based system based on performance and goal achievement through an evaluation process.

### **300.00 Authority and Responsibility**

The Board of Directors has the responsibility and authority to establish annual budgetary guidelines for the District that include the labor budget.

- a) As part of the proposed annual Operations and Maintenance Budget, the General Manager will prepare and present to the Board of Directors a proposed labor budget that will consist of:
  - 1) a detailed annual compensation budget;
  - 2) a proposed merit pool percentage increase;
  - 3) a cost-of-living adjustment (COLA); and
  - 4) revised pay/salary bands.
- b) The Board of Directors will consider, amend as needed, and approve the annual labor budget.
- c) The General Manager has the authority to fix and alter employee compensation within the approved annual labor budget.

The General Manager is responsible to change or alter the labor budget, when needed, by either:

- a) Requesting the Board of Directors to authorize the General Manager to make such changes at budget adoption; or
- b) Submitting an amended labor budget, with justification, and receiving Board approval.

The General Manager has the full authority to implement this policy up to the limits of the approved labor budget, which includes:

- Determining staffing requirements, titles, positions, responsibilities, and organizational structure.
- Setting goals and conducting performance reviews.
- Implementing annual pay/salary adjustments including merit and COLA increases.
- Creating incentive pay programs.
- Creating programs for position upgrades and special assignments.
- Providing pay/salary and benefit benchmarking information and surveys for Board review.
- Creating dual or multiple grade positions as needed.

The General Manager will ensure the equitable and uniform implementation of this policy, and [reportingreport](#) to the Board at least annually (typically during the budget process).

#### **400.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.

Sacramento Suburban Water District

**Employee Compensation Policy**

Adopted: July 19, 2004  
Approved with changes on March 18, 2024

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**100.00 Purpose of the Policy**

The purpose of this policy is to state the intention of the District regarding employee compensation, define the District's compensation program, and to clarify the role and responsibility of the General Manager. A clear compensation program is necessary to provide each employee with fair and equitable compensation. To accomplish this, the District will utilize a systematic method of establishing and maintaining a compensation program. Pursuant to California Water Code Section 30580(d), the General Manager has the responsibility to "fix and alter the compensation of employees and assistants subject to approval by the board" as given during the annual budget process.

**200.00 Policy**

It is the District's policy to provide all employees with fair and equitable compensation defined in terms of comparison to other positions within the District and to the local labor market for the value of the skills related to their job specifications.

a) **Wage/Salary Compensation**

It is the District's policy to remain competitive within the local labor market. To accomplish this, when setting wage/salary compensation for District positions, the General Manager will target compensation within a range (bound by the market median at the low end and the mid-point of the third quartile at the high end) of the compensation in the appropriate labor market.

b) **Total Compensation**

The total compensation program will include, in addition to wage/salary compensation, all District holidays and other paid time off benefits, and contributions toward medical/dental/vision insurance, life insurance, short and long-term disability, retirement, incentive program and training/educational programs. The total compensation program will be used when comparing the District's pay level to the appropriate labor market.

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It is the District's policy to provide a program for employee advancement within their pay/salary range using a merit-based system based on performance and goal achievement through an evaluation process.



### **300.00 Authority and Responsibility**

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- c) The General Manager has the authority to fix and alter employee compensation within the approved annual labor budget.

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- Setting goals and conducting performance reviews.
- Implementing annual pay/salary adjustments including merit and COLA increases.
- Creating incentive pay programs.
- Creating programs for position upgrades and special assignments.
- Providing pay/salary and benefit benchmarking information and surveys for Board review.
- Creating dual or multiple grade positions as needed.

The General Manager will ensure the equitable and uniform implementation of this policy, and report to the Board at least annually (typically during the budget process).

#### **400.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.



## **Agenda Item: 23. b.**

**Date:** February 26, 2024

**Subject:** Upcoming Policy Review – Workplace Dishonesty Policy (PL – Adm 006)

**Staff Contact:** Matt Underwood, Assistant General Manager

The Workplace Dishonesty Policy (Policy) is scheduled for review. The Policy was adopted by the Board on December 17, 2007, and last reviewed by the Board and approved with changes on December 20, 2021.

Staff has reviewed the Policy and are recommending minor clarification language changes.

The Policy is scheduled for Board consideration and adoption at the March 2024 regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by March 4, 2024. If no comment is received, this Policy will be placed as a Consent Item on the March 18, 2024, regular Board meeting agenda.

This Policy update was reviewed by legal counsel.

Both a redlined version (Attachment 1) and a clean version (Attachment 2) of the updated Policy are attached for reference.

**Attachments:**

- 1 – Workplace Dishonesty Policy – redlined
- 2 – Workplace Dishonesty Policy – clean

Sacramento Suburban Water District

**Workplace Dishonesty Policy**

Adopted: December 17, 2007

Approved with Changes: ~~December 20, 2021~~ March 18, 2024

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**100.00 Purpose of the Policy**

The purpose of this policy is to inform directors, officers, employees, and persons providing services to the District pursuant to a contract of the District’s “zero tolerance” policy of dishonesty, including examples of the types of workplace conduct that are considered dishonest; to direct the General Manager to establish and maintain a system of internal controls to prevent, discourage, and detect dishonest conduct; to authorize the General Manager to establish appropriate procedures for reporting and investigating alleged dishonesty in the workplace or connected to the District; to provide appropriate sanctions in cases where dishonest conduct or activities are established; and to protect directors, officers, employees and other persons who report such conduct or activities from any form of retaliation.

**200.00 Policy**

The District expects that all directors, officers, employees, agents, vendors, volunteers, or other persons connected to the District will adhere to the strictest standards of honest conduct and will treat District property and assets with the same respect required for such public property and assets. It is the District’s express policy that all allegations of workplace or other District-related dishonesty will be promptly and fully investigated and, if dishonest conduct is established, ~~to take action as~~ appropriate action will be taken to discipline the dishonest person or persons, up to and including termination of employment, contract, or other relationship, and to pursue appropriate civil and criminal legal remedies as determined by the General Manager or Board and District legal counsel. To ensure that the District’s property and assets are safeguarded against dishonesty, the District will establish and maintain appropriate procedures and internal controls to promptly detect workplace or other District-related dishonesty and take appropriate action against any individuals so involved. It also is the District’s policy to protect from retaliation all persons who report possible dishonest conduct to any level of the organization in order to promote full and prompt disclosure of such activities (“Whistleblower Protection”).

**200.10 Prohibited Conduct and Activities**

Dishonesty, fraud, corruption, and other deceitful acts prohibited under this Policy include but are in no way limited to:

1. Claiming reimbursement of expenses that are not job-related or authorized by the District's Employee Handbook and other employment policies.
2. Committing forgery, unauthorized alteration of, or fraudulent reporting on any District document (including but not limited to: invoices, receipts, checks, wire and Automated Clearing House (ACH) transfers, timesheets, independent contractor agreements, purchase orders, invoices, receipts, petty cash documents, or budgets).
3. Misappropriating District assets (including but not limited to: funds, District-issued credit cards, securities, supplies, furniture, equipment, or labor).
4. Committing improprieties in the handling or reporting of money, material, labor or accounting transactions.
5. Authorizing reimbursement for work or receiving payment for goods not received by or services not performed for the District.
6. Using a computer issued by the District for unauthorized personal use or alteration, destruction, forgery, or manipulation of District data or misappropriation of District-owned software.
7. Misrepresenting or falsifying—information on District-related documents or regarding any employee matters.
8. Falsifying time records or expense reports or conducting substantial personal business on District time.
9. Violating federal, state, or local laws intended to regulate any form or type of dishonest conduct or activities.
10. Seeking or accepting bribes, gratuities, or other consideration of material value from those doing business with the District, including customers, vendors, consultants, contractors, lessees, applicants, and grantees. Materiality is determined by the Political Reform Act of 1974 (Gov't Code sections 87000 et seq.), regulations of the Fair Political Practices Commission (2 Cal. Admin. Code Sections 18100 et seq.), and any amendments to the Act or regulations.
11. Any other type of dishonest, fraudulent, or deceitful conduct in violation of any District policy or of any federal, state or local law or regulation.

## **200.20 Investigation of Prohibited Conduct and Activities**

The District will fully investigate all allegations of conduct and activities prohibited under this policy. A thorough and objective investigation will be conducted regardless of the position, title, tenure, or relationship with the District of any director, officer,

employee, agent, vendor, volunteer, or other person providing services to the District who might be involved in or becomes the subject of such investigation.

The General Manager, with appropriate assistance from management staff and District legal counsel, will apply appropriate procedures for investigating all allegations of dishonest conduct by any director, officer, employee, agent, vendor, volunteer or other person providing services to the District.

At the General Manager's discretion, investigations of alleged criminal conduct may be referred to the appropriate prosecutorial or law enforcement officials for investigation.

Directors of the District shall have full authority to investigate allegations of dishonest conduct against the General Manager.

The District will pursue every reasonable effort, including court-ordered restitution, to obtain recovery of any losses suffered by the District that are caused by or connected to dishonest conduct prohibited by this Policy.

### **300.00 Establishment of Internal Controls**

The General Manager or [his/her/their](#) designee is directed to establish and maintain a system of internal controls to prevent and detect fraud, misappropriation of District resources and other dishonest conduct affecting the District, and to institute systems that help the District to promptly identify any indications of such misconduct.

### **400.00 Reporting Dishonest Acts or Conduct – “Whistleblower Protection”**

No director, officer, or employee shall directly or indirectly retaliate or cause retaliation to occur against any director, officer, employee or person providing services to the District who reports alleged dishonesty, who is accused of dishonesty, or who is involved in the investigation of alleged dishonesty. Retaliation includes a director's, officer's, employee's, vendor's or consultant's use of his or her authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing another such person to refrain from filing a good faith report of dishonesty or otherwise bringing to the attention of a supervisor, the General Manager, or the Board any information that, if true, would constitute a dishonest act or conduct. Upon receiving a report of retaliation, the General Manager or Board of Directors shall promptly investigate the report in accordance with Section 350.00.D. of the District's Ethics Policy (PL-BOD 004) or Workplace Dishonesty Procedure (PR - Adm 004), whichever is applicable.

### **500.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.

Sacramento Suburban Water District

**Workplace Dishonesty Policy**

Adopted: December 17, 2007

Approved with Changes: March 18, 2024

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**100.00 Purpose of the Policy**

The purpose of this policy is to inform directors, officers, employees, and persons providing services to the District pursuant to a contract of the District's "zero tolerance" policy of dishonesty, including examples of the types of workplace conduct that are considered dishonest; to direct the General Manager to establish and maintain a system of internal controls to prevent, discourage, and detect dishonest conduct; to authorize the General Manager to establish appropriate procedures for reporting and investigating alleged dishonesty in the workplace or connected to the District; to provide appropriate sanctions in cases where dishonest conduct or activities are established; and to protect directors, officers, employees and other persons who report such conduct or activities from any form of retaliation.

**200.00 Policy**

The District expects that all directors, officers, employees, agents, vendors, volunteers, or other persons connected to the District will adhere to the strictest standards of honest conduct and will treat District property and assets with the same respect required for such public property and assets. It is the District's express policy that all allegations of workplace or other District-related dishonesty will be promptly and fully investigated and, if dishonest conduct is established, appropriate action will be taken to discipline the dishonest person or persons, up to and including termination of employment, contract, or other relationship, and to pursue appropriate civil and criminal legal remedies as determined by the General Manager or Board and District legal counsel. To ensure that the District's property and assets are safeguarded against dishonesty, the District will establish and maintain appropriate procedures and internal controls to promptly detect workplace or other District-related dishonesty and take appropriate action against any individuals so involved. It also is the District's policy to protect from retaliation all persons who report possible dishonest conduct to any level of the organization in order to promote full and prompt disclosure of such activities ("Whistleblower Protection").

**200.10 Prohibited Conduct and Activities**

Dishonesty, fraud, corruption, and other deceitful acts prohibited under this Policy include but are in no way limited to:

1. Claiming reimbursement of expenses that are not job-related or authorized by the District's Employee Handbook and other employment policies.
2. Committing forgery, unauthorized alteration of, or fraudulent reporting on any District document (including but not limited to: invoices, receipts, checks, wire and Automated Clearing House (ACH) transfers, timesheets, independent contractor agreements, purchase orders, invoices, receipts, petty cash documents, or budgets).
3. Misappropriating District assets (including but not limited to: funds, District-issued credit cards, securities, supplies, furniture, equipment, or labor).
4. Committing improprieties in the handling or reporting of money, material, labor or accounting transactions.
5. Authorizing reimbursement for work or receiving payment for goods not received by or services not performed for the District.
6. Using a computer issued by the District for unauthorized personal use or alteration, destruction, forgery, or manipulation of District data or misappropriation of District-owned software.
7. Misrepresenting or falsifying information on District-related documents or regarding any employee matters.
8. Falsifying time records or expense reports or conducting substantial personal business on District time.
9. Violating federal, state, or local laws intended to regulate any form or type of dishonest conduct or activities.
10. Seeking or accepting bribes, gratuities, or other consideration of material value from those doing business with the District, including customers, vendors, consultants, contractors, lessees, applicants, and grantees. Materiality is determined by the Political Reform Act of 1974 (Gov't Code sections 87000 et seq.), regulations of the Fair Political Practices Commission (2 Cal. Admin. Code Sections 18100 et seq.), and any amendments to the Act or regulations.
11. Any other type of dishonest, fraudulent, or deceitful conduct in violation of any District policy or of any federal, state or local law or regulation.

## **200.20 Investigation of Prohibited Conduct and Activities**

The District will fully investigate all allegations of conduct and activities prohibited under this policy. A thorough and objective investigation will be conducted regardless of the position, title, tenure, or relationship with the District of any director, officer,



employee, agent, vendor, volunteer, or other person providing services to the District who might be involved in or becomes the subject of such investigation.

The General Manager, with appropriate assistance from management staff and District legal counsel, will apply appropriate procedures for investigating all allegations of dishonest conduct by any director, officer, employee, agent, vendor, volunteer or other person providing services to the District.

At the General Manager's discretion, investigations of alleged criminal conduct may be referred to the appropriate prosecutorial or law enforcement officials for investigation.

Directors of the District shall have full authority to investigate allegations of dishonest conduct against the General Manager.

The District will pursue every reasonable effort, including court-ordered restitution, to obtain recovery of any losses suffered by the District that are caused by or connected to dishonest conduct prohibited by this Policy.

### **300.00 Establishment of Internal Controls**

The General Manager or their designee is directed to establish and maintain a system of internal controls to prevent and detect fraud, misappropriation of District resources and other dishonest conduct affecting the District, and to institute systems that help the District to promptly identify any indications of such misconduct.

### **400.00 Reporting Dishonest Acts or Conduct – “Whistleblower Protection”**

No director, officer, or employee shall directly or indirectly retaliate or cause retaliation to occur against any director, officer, employee or person providing services to the District who reports alleged dishonesty, who is accused of dishonesty, or who is involved in the investigation of alleged dishonesty. Retaliation includes a director's, officer's, employee's, vendor's or consultant's use of his or her authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing another such person to refrain from filing a good faith report of dishonesty or otherwise bringing to the attention of a supervisor, the General Manager, or the Board any information that, if true, would constitute a dishonest act or conduct. Upon receiving a report of retaliation, the General Manager or Board of Directors shall promptly investigate the report in accordance with Section 350.00.D. of the District's Ethics Policy (PL-BOD 004) or Workplace Dishonesty Procedure (PR - Adm 004), whichever is applicable.

### **500.00 Policy Review**

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule.

Jay Boatwright  
Attended meetings.  
January, 2024

- 01/09/2024: Attended the DPMWD board meeting. Agenda item included agreement with SSWD on the interconnects and water charges.
- 01/12/2024: Attended the Cap to Cap Water Team planning meeting in Roseville.
- 01/17/2024: Met with GM York to review the regular board meeting agenda
- 01/18/2024: Attended the Regional Water Authority regular board meeting with Director Wichert.
- 01/22/2024: Attended SSWD Financing Corporation Annual Meeting and the SSWD regular board meeting.
- 01/24/2024: Attended the Carmichael Water District public workshop on combination.
- 01/30/2024: Attended the LAFCo Special Districts Advisory Council regular meeting, as an appointee to that council. Appointment made to the County Wide Oversight board (we are not eligible as we are not funded by tax revenue). CSDA presented an update on the national Special Districts Coalition. Special districts have multiple definitions in state law, and the hope is the national coalition will help to simplify some of this. There was to be a presentation on small water district combination, but the presenter was not present.
- 01/31/2023: Attended and participated as a Director at the SSWD Special Workshop regarding combination discussions with Carmichael Water District.

**Craig Locke**  
**December 22nd**  
**Meet with Director Nelson and Boatwright to discuss Joint Meeting**

**December 19<sup>th</sup>**  
**State Water Board to provide an update December 19th regarding the potential probationary hearings process for 6 basins under the Sustainable Groundwater Management Act**  
The State Water Board will be discussing the process for potential probationary hearings under the Sustainable Groundwater Management Act (SGMA) at its December 19th, 2023, public Board Meeting. In March 2023, the Department of Water Resources (DWR) determined that the groundwater sustainability plans (GSPs) for six critically overdrafted, high-priority groundwater basins in the Central Valley are inadequate. The six basins with inadequate GSPs, from north to south, are the Chowchilla, Delta-Mendota, Kaweah, Tulare Lake, Tule, and Kern County subbasins. As required by SGMA, DWR referred the basins with inadequate GSPs to the State Water Board to decide whether to move forward with state intervention. More information about SGMA, state intervention, and the role of the State Water Board can be found online [here](#). During the Board Meeting, staff from the State Water Board will present an updated recommended schedule for potential probationary hearings and discuss potential processes GSAs can use to exit or avoid state intervention.

**December 18th**  
**SSWD Meeting**

**December 15th**  
**Meet with GM to discuss Agenda**

**December 14th**  
**SGA Board Meeting**

**December 13th**  
**CWD SSWD 2x2 Meeting**

**December 12th**  
**Sustainable Infrastructure, Resilient Water Supplies: Digital Solutions for Water Loss**  
Learn how to accurately quantify nonrevenue water. Data analytics, smart metering, and other digital technologies and services can work together to improve how utilities measure and bill for water consumption. Developing a more holistic, accurate understanding of nonrevenue water can help utilities postpone or avoid costly capacity upgrades to water treatment plants and other infrastructure.

**December 12th**  
**Regional Water Bank Stakeholder Forum**  
The Regional Water Authority (RWA) is hosting its third Stakeholder Forum for the Sacramento Regional Water Bank, a project using the Sacramento region's natural infrastructure, our groundwater aquifer, as a reservoir for depositing water during wet times for withdrawal during dry times. During this event, we'll be highlighting Sacramento Regional Water Bank activities from this past year and detailing what's ahead for 2024 and beyond. We hope you can join us!

**December 10th**  
**Meet with Director Nelson 2x2 Prep**

**December 9th**  
**Meet with GM to discuss 2x2 Agenda**

**Craig Locke**

**January 31<sup>st</sup>**

**Testimony on drinking water systems cybersecurity**

Kevin Morley, AWWA federal relations manager, will testify on the Association's behalf before the Environment, Manufacturing, and Critical Materials Subcommittee of the U.S. House Committee on Energy and Commerce. The hearing is titled "Ensuring the Cybersecurity of America's Drinking Water Systems." Morley will testify about the importance of a collaborative approach to cybersecurity oversight combining the technical knowledge of utilities with the cybersecurity oversight in the water sector. AWWA will send a press release when the testimony is available online.

**January 30<sup>th</sup>**

**SSWD Workshop**

**January 26<sup>th</sup>**

**Meet w GM York over Workshop prep**

**January 25<sup>th</sup>**

**Meet W director Nelson and Selsky workshop debrief**

**January 24<sup>th</sup>**

**CWD Workshop**

**January 22<sup>nd</sup>**

**SSWD Meeting**

**January 20<sup>th</sup>**

**Meet W director Thomas over GM Review**

**January 19<sup>th</sup>**

**Meet with GM over Agenda**

**January 18<sup>th</sup>**

**RWA Board Meeting**

**January 17<sup>th</sup>**

**California Water Commission Strategies for protection during drought**

As part of the California Water Commission's work in support of [Water Resilience Portfolio Action 26.3](#), Commission staff will present a white paper containing potential strategies to protect communities and fish and wildlife in the event of drought. The Commission will be asked to approve the paper. If the paper is approved, it will be shared with the Secretaries for Natural Resources, Environmental Protection, and Food and Agriculture, who requested the Commission's engagement on this topic.

**January 16<sup>th</sup>**

**ACWA SGMA Implementation Board**

**January 12<sup>th</sup>**

**Cap to Cap meeting**