

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue
Sacramento, California 95821

Monday, March 18, 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.

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/88990562588?pwd=VEZVRjJjQ0NBZE1NMXIBWE96MExNUT09>

Meeting ID: 889 9056 2588

Password: 497655

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.

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.

1. Draft Minutes of the February 26, 2024, Regular Board Meeting
Recommendation: Approve the Draft Minutes of the February 26, 2024, Regular Board Meeting.
2. Treasurer's Report
Recommendation: Approve the items in the report as recommended.
3. Policy Review - Employee Compensation Policy (PL – HR 002)
Recommendation: Approve the Employee Compensation Policy (PL – HR 002) with changes. Approve the review period be updated to every four years.
4. Policy Review - Workplace Dishonesty Policy (PL – Adm 006)
Recommendation: Approve the Workplace Dishonesty Policy (PL – Adm 006) with changes.
5. March 2024 Legislation Update
Recommendation: Approve staff's recommendations regarding the legislative bills.

Items for Discussion and/or Action

6. Carmichael Water District/Sacramento Suburban Water District Combination Discussion – Public Information Workshops and Outreach Report
Recommendation: Discuss feedback received from the Public Information Workshops. Review and accept the Summary Report, Public Outreach and Engagement, Carmichael Water District and Sacramento Suburban Water District Combination Workshops, January 2024.
7. Carmichael Water District/Sacramento Suburban Water District Combination Discussion - Draft LAFCo Resolution
Recommendation: Review Draft LAFCo Resolution and direct staff as appropriate.
8. RiverArc Project
Recommendation: Receive update on the District's potential participation in the RiverArc Project for diversion of water from the Sacramento River and direct staff as appropriate.
9. Reservoir and Booster Pump Station Asset Management Plan – Status Update
Recommendation: Receive presentation and direct staff as appropriate.

General Manager's Report

10. General Manager's Report
 - a. LAFCo Municipal Services Review

Department/Staff Reports

11. Groundwater Well Status Report
12. Engineering Report
 - a. Major Capital Improvement Program Projects
 - b. Planning Documents
 - c. Other Projects
13. Financial Report
 - a. Financial Highlights

b. Financial Statements

c. Budgets

14. District Activity Report

Information Items

15. 2023 Budget Reconciliation

16. 2023 Budget Transfers and Amendments

17. Association of California Water Agencies/Joint Powers Insurance Authority Risk Control Grant Program

18. Upcoming Water Industry Meetings/Conferences

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)
Agenda from the February 8, 2024, meeting.

c. Director Reports – AB 1234

Committee Reports

20. a. Carmichael Water District/SSWD 2x2 Committee Meeting (Director Locke)
Agenda from the March 4, 2024, meeting.

b. Facilities and Operations Committee Meeting (Director Jones)
Agenda from the March 7, 2024, meeting

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.

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

- 21. Conference with legal counsel – potential litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(4); consideration of initiating litigation involving the State Water Resources Control Board’s proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.

Open Session

- 22. Report from Closed Session.

Adjournment

Upcoming Meetings

Monday, April 22, 2024, at 6:00 p.m., Regular Board Meeting

I certify that the foregoing agenda for the March 18, 2024, meeting of the Sacramento Suburban Water District Board of Directors was posted by March 8, 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.

Dan York
 General Manager/Secretary
 Sacramento Suburban Water District



Agenda Item: 1

Date: March 18, 2024

Subject: Draft Minutes of the February 26, 2024, Regular Board Meeting

Staff Contact: Dan York, General Manager

Recommended Board Action:

Approve the Draft Minutes of the February 26, 2024, Regular Board Meeting.

Attachment:

1 – Draft Minutes of the February 26, 2024, Regular Board Meeting

Minutes

Sacramento Suburban Water District
Regular Board Meeting
February 26, 2024

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #834 0830 4273

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 (via Zoom), Kevin Thomas, and Robert Wichert.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Mitchell McCarthy, Hector Segoviano, Julie Nemitz, Howard Moreland, Dana Dean, Jeff Ott, and Todd Artrip.

Public Present: Legal Counsel Josh Horowitz, Brett Ewart, Jennifer Harris, Tony Firenzi, Charles Duncan, Lindsay Smith, Paul Helliker, and Brent Ives.

Announcements

General Manager Dan York (GM York) announced:

- The Regional Water Authority Executive Committee Chair appointed Director Wichert to the Executive Committee Board.

Public Comment

Jennifer Harris requested assistance getting ahold of Tokay Park Water Company, as her friend has some water quality concerns with them and has been unable to get ahold of them.

GM York stated he would look into this further and reach out to Ms. Harris.

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

The Board convened in Closed Session at 6:03 p.m. to discuss the following:

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).

Return to Open Session

The Board convened in Open Session at 6:36 p.m., there was no reportable action.

Consent Items

3. **Draft Minutes of the January 22, 2024, Regular Board Meeting**
4. **Draft Minutes of the January 31, 2024, Special Board Meeting – Public Information Workshop**
5. **Treasurer’s Report**
6. **Policy Review - Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)**
7. **2024 Legislation Support Request**

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

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

Items for Discussion and/or Action

8. **General Manager Employment Agreement**

GM York introduced the staff report.

Director Wichert said he felt the negotiations went very well and that the General Manager is doing an excellent job.

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:			

9. **RiverArc Project**

GM York presented the staff report and introduced Lindsey Smith, (Ms. Smith) with West Yost, Brett Ewart, (Mr. Ewart) with the City of Sacramento, and Toni Firenzi, (Mr. Firenzi) with the Placer County Water Agency.

Mr. Ewart and Mr. Firenzi provided a brief history and overview of the project.

Ms. Smith presented the PowerPoint presentation and answered clarifying questions.

GM York inquired if the Board was interested in continuing efforts in this project.

The Board agreed for staff to continue moving forward and to present additional information to the Board as it becomes available.

Director Locke requested staff provide information at the next presentation on how much capacity would increase with the project.

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

GM York presented the staff report.

Mr. Ewart provided additional information on the topic.

Director Wichert 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:			

11. **Early Redemption of Debt Analysis**

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

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

Mitchell McCarthy presented the staff report and answered clarifying questions.

The Board accepted the milestones presented by staff.

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

GM York presented the staff report, provided an update, and answered clarifying questions.

Director Wichert expressed he did not support the cancelation of the Joint Board meeting, and expressed he felt it was a setback, noting he was more interested in holding Joint Board meetings as opposed to SSWD/CWD 2x2 Committee meetings.

14. **Groundwater Well Asset Management Plan Implementation Status**

Howard Moreland presented the staff report and answered clarifying questions.

Director Wichert recommended staff include what preliminary projects were in process now, as opposed to leaving the section blank.

15. **Water Meter Asset Management Plan Implementation Status**

Hector Segoviano presented the staff report and answered clarifying questions.

General Manager's Report

16. **General Manager's Report**

GM York presented the staff report.

a. *Grant of Easement and Right of Way*

GM York presented the staff report.

b. *SMUD Coordination Update*

GM York presented the staff report.

c. *Storm Response*

Todd Artrip (Mr. Artrip) presented the staff report.

Department/Staff Reports

17. **Groundwater Well Status Report**

Dana Dean (Mr. Dean) presented the staff report and answered clarifying questions.

Director Wichert requested staff provide him with some of the informal SMUD reports so he can see what they say.

18. **Engineering Report**

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

Director Wichert recommended staff remove the original completion dates from the staff report, and just show the date it changes.

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.

19. 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.

20. District Activity Report

Mr. Artrip presented the staff report.

Julie Nemitz provided the status on the District's wide billing, noting everything went very well.

Information Items

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

GM York presented the staff report.

22. Upcoming Water Industry Meetings/Conferences

A written report was provided.

23. Upcoming Policy Review

A written report was provided.

- 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

President Thomas provided an oral report of the “Chrom in Drinking Water” webinar he attended on January 9, 2024; the CWD Board meeting he attended on January 16, 2024; the AeroJet CAG meeting he attended on January 17, 2024; the meeting with the General Manager that he had on January 18, 2024; and the “Getting the Lead Out,” webinar he attended on January 30, 2024.

Director Boatwright provided an oral report of the SGA meeting he attended on February 8, 2024.

Director’s Comments/Staff Statements and Requests

None.

Adjournment

President Thomas adjourned the meeting at 8:30 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 2

Date: March 18, 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 February 1, 2024, through February 29, 2024.
2. Accept the credit card expenditures listing for the period February 1, 2024, through February 29, 2024.
3. Ratify the Investment Activity register for the period February 1, 2024, through February 29, 2024.

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:

Three (3) registers are included for Board review and acceptance or ratification:

- Cash Expenditures (AP Warrants) Register – February 2024
- Credit Card Expenditures Register – February 2024
- Investment Activity Register – February 2024

Cash Expenditures (AP Warrants) Register– February 2024

During the month of February 2024, the District made cash payments totaling \$1.7 million. The primary expenditures were \$0.2 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, \$0.1 million for water costs, \$0.1 million for supplies and inventory, and \$0.2 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 – February 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 \$29,289 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 – February 2024

During the month of February 2024, the District purchased two Corporate Notes for \$0.6 million (par), one US Treasury Note for \$0.9 million (par), one Federal Agency Commercial Mortgage for \$0.2 million (par) and an Asset-Backed Security Obligation for \$0.4 million (par). The District sold two U.S. Treasury Notes for \$0.9 million (par). The District also received principal pay downs on thirteen Asset-Backed Security Obligations for \$0.1 million (par) and four Federal Agency Commercial Mortgages for \$1,439 (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.

Attachments:

1. Cash Expenditures (AP Warrants) Register – February 2024
2. Credit Card Expenditures Register – February 2024
3. Investment Activity Register – February 2024

**Cash Expenditures
FEBRUARY 2024**

AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION	
ACWA JPIA INSURANCE EAP	85229	2/8/2024	\$176.08	HR	MISCELLANEOUS EMPLOYEE BENEFITS	
		TOTAL	\$176.08			
ADP, INC	ACHs & Checks	2/29/2024	\$675,226.26	District General	PAYROLL	
		TOTAL	\$675,226.26			
	ACH0085206	2/21/2024	\$943.75	Finance	FINANCIAL SERVICES	
		TOTAL	\$943.75			
	ACH0085207	2/16/2024	\$2,076.13	Finance	FINANCIAL SERVICES	
		TOTAL	\$2,076.13			
AFLAC	85392	2/28/2024	\$601.27	District General	ACCRUED SUPPLEMENT INSURANCE - AFLAC	
		TOTAL	\$601.27			
AIRGAS USA LLC	000008525	2/15/2024	\$51.45	Maintenance	OPERATING SUPPLIES	
		TOTAL	\$51.45			
	000008536	2/28/2024	\$51.45	Maintenance	OPERATING SUPPLIES	
		TOTAL	\$51.45			
ALLIED UNIVERSAL	85326	2/15/2024	\$44.42	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$44.42			
	85405	2/28/2024	\$32.96	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$32.96			
AMAZON BUSINESS	000008508	2/8/2024	\$841.58	Field Ops	OPERATING SUPPLIES	
		TOTAL	\$841.58			
	000008528	2/15/2024	\$237.35	Maintenance	OPERATING SUPPLIES	
		TOTAL	\$237.35			
	000008533	2/22/2024	\$420.19	IT	OPERATING SUPPLIES	
		TOTAL	\$420.19			
	000008537	2/28/2024	\$24.28	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD	
			\$33.76	Maintenance	OPERATING SUPPLIES	
		TOTAL	\$58.04			
	AMERICAN CITY BUSINESS JOURNALS	85399	2/28/2024	\$190.00	Finance	PUBLICATION
TOTAL			\$190.00			
AMERITAS (VISION)	85249	2/8/2024	\$2,229.84	Production	OPEB - RETIREE BENEFITS PREMIUM	
		TOTAL	\$2,229.84			
ANACONDA NETWORKS INC	85324	2/15/2024	\$1,991.22	IT	COMMUNICATION	
		TOTAL	\$1,991.22			
ANSWERNET	000008517	2/15/2024	\$711.00	Distribution	COMMUNICATION	
		TOTAL	\$711.00			
APPLIED BEST PRACTICES	85397	2/28/2024	\$320.00	Finance	FINANCE - CONSULTING SERVICES	
		TOTAL	\$320.00			
AT&T	85255	2/8/2024	\$331.75	IT	COMMUNICATION	
		TOTAL	\$331.75			
	85325	2/15/2024	\$357.15	IT	COMMUNICATION	
		TOTAL	\$357.15			
	85339	2/22/2024	\$301.00	IT	COMMUNICATION	
		TOTAL	\$301.00			
	85403	2/28/2024	\$3,556.80	IT	COMMUNICATION	
		TOTAL	\$3,556.80			
	ATLAS DISPOSAL	85298	2/15/2024	\$373.49	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
			TOTAL	\$373.49		
AUBURN CONSTRUCTORS	85389	2/28/2024	\$40,444.27	District General	PROJECT: WLS 81/82/83 ANTELOPE N./POKER	
		TOTAL	\$40,444.27			
AVILES LIGHTING AND ELECTRICAL REPAIR	000008538	2/28/2024	\$3,629.08	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD	
		TOTAL	\$3,629.08			
BARTKIEWICZ KRONICK & SHANAHAN	000008514	2/15/2024	\$10,415.75	Admin	ADMIN - LEGAL SERVICES	
		TOTAL	\$10,415.75			
BROADRIDGE MAIL LLC	85251	2/8/2024	\$3,881.66	Comm Outreach	PRINTING	
		TOTAL	\$3,881.66			
	85315	2/15/2024	\$6,013.62	Cust Serv	CUST SERV - CONTRACT SERVICES	
			\$11,321.90	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX	
			TOTAL	\$17,335.52		

AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$17,385.52		
	ACH0085020	2/12/2024	\$115.33	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$115.33		
	ACH0085021	2/9/2024	\$1,510.82	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$1,510.82		
	ACH0085022	2/12/2024	\$2.86	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$2.86		
	ACH0085023	2/12/2024	\$2,763.33	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$2,763.33		
	ACH0085024	2/8/2024	\$12,604.87	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$12,604.87		
BROWER MECHANICAL	000008503	2/8/2024	\$189.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$602.80	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$791.80		
	000008520	2/15/2024	\$260.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$260.00		
BURTON ROBB /BURT'S LAWN & GARDEN SERVICE	000008498	2/8/2024	\$9,640.00	Production	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$9,640.00		
BZ SERVICE STATION MAINTENANCE	85299	2/15/2024	\$399.07	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$399.07		
CAPITAL SWEEPER SERVICE	85254	2/8/2024	\$184.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$184.00		
CDWG	000008515	2/15/2024	\$3,190.00	IT	IT - LICENSES, PERMITS & FEES
		TOTAL	\$3,190.00		
CENTRAL VALLEY ENG & ASPHALT	000008523	2/15/2024	\$37,350.00	Distribution	DISTRIBUTION - MISC. REPAIRS
		TOTAL	\$37,350.00		
CHAD JVIDEN	85313	2/15/2024	\$60.00	Distribution	REQUIRED TRAINING
		TOTAL	\$60.00		
CHASE PAYMENTECH	ACH0084934	2/2/2024	\$16,090.40	Cust Serv	CUST SERV - FINANCIAL SERVICES
		TOTAL	\$16,090.40		
CIGNA-DENTAL INS	85395	2/28/2024	\$15,775.45	Production	EMPLOYEE BENEFIT - DENTAL INSURANCE
		TOTAL	\$15,775.45		
CINTAS	85230	2/8/2024	\$217.64	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$276.50	Maintenance	UNIFORMS
		TOTAL	\$494.14		
	85329	2/22/2024	\$795.34	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$1,921.14	Maintenance	UNIFORMS
		TOTAL	\$2,716.48		
CITY OF SACRAMENTO DEPT OF UTILITIES	85243	2/8/2024	\$24.92	Production	UTILITIES
		TOTAL	\$24.92		
CITY OF SACRAMENTO WATER	85244	2/8/2024	\$35,425.77	District General	ACCRUED PURCHASE WATER - CITY OF SACRAMENTO
		TOTAL	\$35,425.77		
CLEAR VISION WINDOW CLEANING	85391	2/28/2024	\$225.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$225.00		
CODY SCOTT	85310	2/15/2024	\$60.00	Production	REQUIRED TRAINING
		TOTAL	\$60.00		
COLLEGE OAK TOWING	85300	2/15/2024	\$379.50	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$379.50		
COMCAST	85231	2/8/2024	\$105.58	Maintenance	COMMUNICATION
		TOTAL	\$105.58		
CONSOLIDATED COMMUNICATIONS	85305	2/15/2024	\$600.06	IT	COMMUNICATION
		TOTAL	\$600.06		
COTTON SHOPPE	85306	2/15/2024	\$39.80	Maintenance	UNIFORMS
		TOTAL	\$39.80		
COUNTY OF SAC ENVIRO MGT DEPT	85309	2/15/2024	\$10,784.00	Environ Comp	ENVIRON COMPL - LICENSES, PERMITS & FEES
		TOTAL	\$10,784.00		
COUNTY OF SAC PUBLIC WORKS	85330	2/22/2024	\$338.50	Distribution	LICENSES, PERMITS & FEES

AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$318.50		
CULLIGAN	85250	2/8/2024	\$41.00	Maintenance	OPERATING SUPPLIES
		TOTAL	\$41.00		
CUSTOMER REFUNDS	Multiple Payments	2/8/2024	\$19,947.93		Customer Refunds: 80
		TOTAL	\$19,947.93		
DIRECT TV	85394	2/28/2024	\$13.00	Maintenance	COMMUNICATION
		TOTAL	\$13.00		
DOMCO PLUMBING	85248	2/8/2024	\$775.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$775.00		
	85311	2/15/2024	\$425.00	Field Service	CONSTRUCTION SERVICES
			\$575.00	Distribution	MISC. REPAIRS
		TOTAL	\$1,000.00		
E.H. WACHS COMPANY	85246	2/8/2024	\$2,015.11	Maintenance	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$2,015.11		
ELEVATOR TECHNOLOGY INC	000008509	2/8/2024	\$205.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$234.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$439.00		
	000008529	2/15/2024	\$234.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$234.00		
ELLEN M CROSS/STRATEGY DRIVER INC	85321	2/15/2024	\$10,554.07	Admin	ADMINI - CONSULTING SERVICES
		TOTAL	\$10,554.07		
EMCOR SERVICES	85253	2/8/2024	\$234.50	District General	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$234.50		
	85318	2/15/2024	\$226.75	Production	CONTRACT SERVICES
		TOTAL	\$226.75		
EMPLOYEE RELATIONS	000008504	2/8/2024	\$433.12	HR	EMPLOYMENT COST
		TOTAL	\$433.12		
ERC CONTRACTING	000008530	2/22/2024	\$4,375.00	District General	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$4,375.00		
FASTENAL COMPANY	85336	2/22/2024	\$909.95	Field Ops	OPERATING SUPPLIES
		TOTAL	\$909.95		
FEDERAL EXPRESS CORPORATION	85233	2/8/2024	\$86.84	Admin	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$86.84		
FLEETWASH INC	000008507	2/8/2024	\$498.79	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$498.79		
	000008527	2/15/2024	\$523.73	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$523.73		
GEOCON CONSULTANTS INC	85247	2/8/2024	\$3,600.00	Engineering	ENGINEERING - CONSULTING SERVICES
		TOTAL	\$3,600.00		
GRAINGER	85234	2/8/2024	\$424.58	Production	OPERATING SUPPLIES
		TOTAL	\$424.58		
HACH COMPANY	000008499	2/8/2024	\$8,855.76	Production	OPERATING SUPPLIES
		TOTAL	\$8,855.76		
	000008535	2/28/2024	\$776.12	Environ Comp	OPERATING SUPPLIES
		TOTAL	\$776.12		
HARRINGTON PLASTICS	85342	2/22/2024	\$1,615.22	District General	INVENTORY
		TOTAL	\$1,615.22		
HOLT OF CALIFORNIA	85241	2/8/2024	\$1,380.81	Production	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$1,380.81		
INSTRUMENT TECHNOLOGY CORP (ITC)	85396	2/28/2024	\$682.44	Maintenance	OPERATING SUPPLIES
		TOTAL	\$682.44		
INVOICE CLOUD INC	85319	2/15/2024	\$23,345.90	Cust Serv	CUST SERV - FINANCIAL SERVICES
		TOTAL	\$23,345.90		
JEGO SYSTEMS	85337	2/22/2024	\$26,308.83	District General	PROJECT: 2023 SCADA NETWORK IMPROVEMENT
		TOTAL	\$26,308.83		
LAUREL BENHAMIDA	85327	2/15/2024	\$500.00	Conservation	CONSERVATION REBATES
		TOTAL	\$500.00		

AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
LES SCHWAB TIRE CENTER MADISON	85235	2/8/2024	\$2,805.82	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$2,805.82		
LIEBERT CASSIDY WHITMORE	85398	2/28/2024	\$3,500.00	Admin	OTHER TRAINING
		TOTAL	\$3,500.00		
LIFEGUARD FIRST AID	000008526	2/15/2024	\$207.90	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$207.90		
LOUISE JACOBY	85258	2/8/2024	\$265.00	Conservation	CONSERVATION REBATES
		TOTAL	\$265.00		
MARK TAYLOR	85302	2/15/2024	\$250.00	Maintenance	UNIFORMS
		TOTAL	\$250.00		
MATT UNDERWOOD	85307	2/15/2024	\$105.00	Admin	REQUIRED TRAINING
		TOTAL	\$105.00		
MAZE & ASSOCIATES ACCOUNTANCY CORP	000008539	2/28/2024	\$20,513.00	Finance	FINANCE - AUDIT SERVICES
		TOTAL	\$20,513.00		
MICHAEL PHILLIPS LANDSCAPE CORP	000008516	2/15/2024	\$3,425.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
			\$585.00	Conservation	CONSERVATION - CONTRACT SERVICES
		TOTAL	\$4,010.00		
	000008531	2/22/2024	\$2,350.00	Field Ops	FIELD OPS - CONTRACT SERVICES
TOTAL	\$2,350.00				
MOBILE-MED WORK HEALTH SOLUTIONS INC	85400	2/28/2024	\$252.00	HR	MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$252.00		
NINJIO LLC	85322	2/15/2024	\$194.46	IT	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$194.46		
NORMAC	85303	2/15/2024	\$1.50	Distribution	OPERATING SUPPLIES
		TOTAL	\$1.50		
OFFICE DEPOT INC	85236	2/8/2024	\$891.53	Finance	OFFICE SUPPLIES
		TOTAL	\$891.53		
OK TIRE AND AUTOMOTIVE	85314	2/15/2024	\$374.61	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$374.61		
PACE SUPPLY CORP	000008505	2/8/2024	\$96.24	Field Ops	OPERATING SUPPLIES
		TOTAL	\$96.24		
	000008522	2/15/2024	\$3,541.16	District General	INVENTORY
		TOTAL	\$3,541.16		
	000008532	2/22/2024	\$73.27	Field Ops	OPERATING SUPPLIES
		TOTAL	\$73.27		
	000008534	2/22/2024	\$6,029.63	District General	INVENTORY
			\$30,607.26	District General	INVENTORY
TOTAL		\$36,636.89			
PACIFIC COPY & PRINT	85335	2/22/2024	\$3,984.60	Field Service	PRINTING
		TOTAL	\$3,984.60		
PERS 457 PLAN	ACH0085209	2/8/2024	\$2,265.38	District General	ACCRUED DEF COMP, PERS ROTH 457B
		TOTAL	\$2,265.38		
	ACH0085214	2/28/2024	\$2,265.38	District General	ACCRUED DEF COMP, PERS ROTH 457B
TOTAL	\$2,265.38				
PERS HEALTH	ACH0084935	2/7/2024	\$1,876.66	HR	EMPLOYEE BENEFIT - MEDICAL INSURANCE
		TOTAL	\$1,876.66		
	ACH0084936	2/7/2024	\$137,644.97	HR	EMPLOYEE BENEFIT - MEDICAL INSURANCE
TOTAL	\$137,644.97				
PERS LONG TERM CARE PROGRAM	85238	2/8/2024	\$5,049.25	Admin	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$5,049.25		
PERS PENSION	ACH0085210	2/8/2024	\$27,458.29	Production	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE
		TOTAL	\$27,458.29		
	ACH0085211	2/8/2024	\$18,466.47	GIS	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE
		TOTAL	\$18,466.47		
	ACH0085212	2/8/2024	\$10,214.95	Production	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE
		TOTAL	\$10,214.95		
	ACH0085215	2/27/2024	\$18,466.47	GIS	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE

AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$18,466.47		
	ACH0085216	2/27/2024	\$10,214.95	Production	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE
		TOTAL	\$10,214.95		
	ACH0085217	2/27/2024	\$27,458.29	Production	EMPLOYEE BENEFIT - PERS RETIREMENT--ER SHARE
		TOTAL	\$27,458.29		
PEST PROS PEST SOLUTIONS	85252	2/8/2024	\$203.40	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$203.40		
	85317	2/15/2024	\$192.10	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$192.10		
PG&E	85237	2/8/2024	\$3,649.67	Production	UTILITIES
		TOTAL	\$3,649.67		
	85261	2/8/2024	\$9,217.53	District General	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$9,217.53		
	85331	2/22/2024	\$16.07	Production	UTILITIES
		TOTAL	\$16.07		
POLLARD WATER	85332	2/22/2024	\$401.96	Field Ops	OPERATING SUPPLIES
		TOTAL	\$401.96		
PSOMAS	000008502	2/8/2024	\$197.00	Engineering	ENGINEERING - CONSULTING SERVICES
		TOTAL	\$197.00		
QUADIENT FINANCE USA - POSTAGE	85338	2/22/2024	\$500.00	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$500.00		
	85401	2/28/2024	\$500.00	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$500.00		
R&S OVERHEAD DOORS AND GATES	000008521	2/15/2024	\$285.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$772.50	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$1,057.50		
RAMOS OIL COMPANY	000008512	2/8/2024	\$8,279.61	Maintenance	OPERATING SUPPLIES
		TOTAL	\$8,279.61		
RAUL PALOMAR	85308	2/15/2024	\$227.75	Distribution	OTHER TRAINING
		TOTAL	\$227.75		
RAWLES ENGINEERING	85304	2/15/2024	\$11,901.96	Distribution	MISC. REPAIRS
		TOTAL	\$11,901.96		
	85390	2/28/2024	\$16,576.25	Distribution	CONSTRUCTION SERVICES
		TOTAL	\$16,576.25		
ROBERT ROSCOE	000008500	2/8/2024	\$765.40	Admin	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$765.40		
RUE EQUIPMENT INC	85239	2/8/2024	\$2,557.27	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$2,557.27		
SAC VALLEY ELECTRIC INC	85320	2/15/2024	\$998.51	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$998.51		
SACRAMENTO COUNTY UTILITIES	85232	2/8/2024	\$127.35	Production	UTILITIES
		TOTAL	\$127.35		
	85301	2/15/2024	\$113.70	Maintenance	UTILITIES
		TOTAL	\$113.70		
SHRED-IT STERICYCLE	85312	2/15/2024	\$94.11	Cust Serv	CONTRACT SERVICES
		TOTAL	\$94.11		
SIERRA CHEMICAL COMPANY	000008501	2/8/2024	\$4,935.42	Production	HFA, CHEMICAL & DELIVERY
			\$10,032.90	Production	HYPO, CHEMICAL & DELIVERY
		TOTAL	\$14,968.32		
SIGNTECH	85340	2/22/2024	\$1,002.00	Comm Outreach	PRINTING
		TOTAL	\$1,002.00		
SMUD	85240	2/8/2024	\$928.27	Production	ELECTRICAL CHARGES
		TOTAL	\$928.27		
	85333	2/22/2024	\$67,355.04	Production	ELECTRICAL CHARGES
		TOTAL	\$67,355.04		
SMUD ACCOUNTING	000008511	2/8/2024	\$500.00	District General	PROJECT: WELL N20 - CA & MN MITIGATION
		TOTAL	\$500.00		

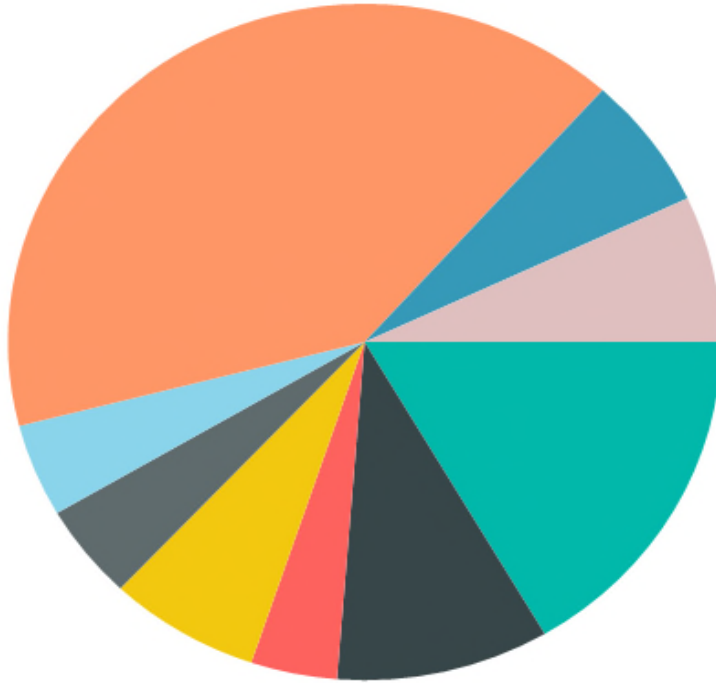
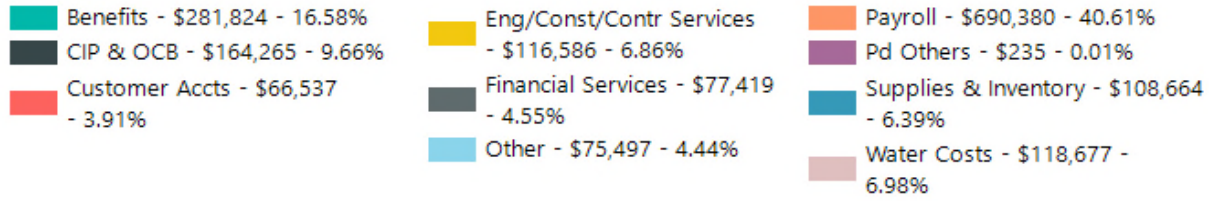
AP Warrant List From: 2/1/2024 To: 2/29/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
SMUD NEW SERVICES DIVISION	85262	2/8/2024	\$69,260.00	District General	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$69,260.00		
	85263	2/8/2024	\$6,559.00	District General	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$6,559.00		
SONITROL	000008518	2/15/2024	\$1,414.20	Maintenance	MAINT - CONTRACT SERVICES
		TOTAL	\$1,414.20		
SUBURBAN PROPANE	85334	2/22/2024	\$3,704.28	Production	OPERATING SUPPLIES
		TOTAL	\$3,704.28		
TAK COMMUNICATIONS CA INC	85404	2/28/2024	\$6,003.60	Distribution	DISTRIBUTION - CONSTRUCTION SERVICES
		TOTAL	\$6,003.60		
TEE JANITORIAL & MAINTENANCE	85316	2/15/2024	\$4,108.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$4,108.00		
TINA LYNN DESIGN	000008506	2/8/2024	\$90.00	Comm Outreach	CONTRACT SERVICES
		TOTAL	\$90.00		
	000008524	2/15/2024	\$389.00	Comm Outreach	CONTRACT SERVICES
		TOTAL	\$389.00		
UNUM	85257	2/8/2024	\$5,447.95	Production	EMPLOYEE BENEFIT - LTD INSURANCE
		TOTAL	\$5,447.95		
	85406	2/28/2024	\$6,141.15	Production	EMPLOYEE BENEFIT - LTD INSURANCE
		TOTAL	\$6,141.15		
US BANK CORPORATE PAYMENT SYSTEM	85328	2/15/2024	\$29,289.12	Production	CREDIT CARD PAYMENT
		TOTAL	\$29,289.12		
USPS - POC	85402	2/28/2024	\$7,500.00	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$7,500.00		
VALIC AIG	ACH0085213	2/9/2024	\$5,010.94	District General	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,010.94		
	ACH0085218	2/28/2024	\$5,010.94	District General	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,010.94		
VERIZON WIRELESS DALLAS TX	85242	2/8/2024	\$2,394.85	IT	IT - COMMUNICATION
		TOTAL	\$2,394.85		
VICKI SPRAGUE	85245	2/8/2024	\$180.00	Conservation	REQUIRED TRAINING
			\$199.23	Maintenance	UNIFORMS
		TOTAL	\$379.23		
WALNUT INDUSTRIAL CENTER LLC	85341	2/22/2024	\$4,120.00	Field Ops	H&D WALNUT PARKING LOT LEASE
		TOTAL	\$4,120.00		
WASTE MANAGEMENT	000008519	2/15/2024	\$389.43	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$389.43		
WCP SOLUTIONS	85323	2/15/2024	\$1,177.44	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$1,177.44		
WESTAMERICA BANK ANALYSIS FEES	ACH0085114	2/16/2024	\$4,033.70	Finance	FINANCIAL SERVICES
		TOTAL	\$4,033.70		
WEX	000008513	2/8/2024	\$10,609.80	Maintenance	OPERATING SUPPLIES
		TOTAL	\$10,609.80		
WHITE CAP	85256	2/8/2024	\$198.01	Field Ops	OPERATING SUPPLIES
		TOTAL	\$198.01		
WOLF CONSULTING	000008510	2/8/2024	\$6,900.00	IT	IT - CONSULTING SERVICES
		TOTAL	\$6,900.00		
WOOD RODGERS ENGINEERING	85393	2/28/2024	\$7,600.00	District General	PROJECT: WELL 78 BUTANO - PUMP STATION
		TOTAL	\$7,600.00		
GRAND TOTAL			\$1,700,084.04		

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



**Credit Card Expenditures
FEBRUARY 2024**

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

Vendor Name	Description	Amount	Proj/GLAcct
TRANSITTALENT (WATER DISTRICT DO)	DO JOB ADVERTISEMENT	\$175.00	17-51402
BC WATER JOBS	DO JOB ADVERTISEMENT	\$200.00	17-51402
BC WATER JOBS (BOOST)	DO JOB ADVERTISEMENT	\$99.00	17-51402
WATER/WASTEWATER JOBS	DO JOB ADVERTISEMENT	\$185.00	17-51402
CSDA	DO JOB ADVERTISEMENT	\$205.00	17-51402
ACWA	DO JOB ADVERTISEMENT	\$475.00	17-51402
GOVERNMENTJOBS	DO JOB ADVERTISEMENT	\$199.00	17-51402
CAJPA	DO JOB ADVERTISEMENT	\$100.00	17-51402
YOURMEMBERSHIP (NGWA)	DO JOB ADVERTISEMENT	\$349.00	17-51402
PAYPAL (CWEA)	DO JOB ADVERTISEMENT	\$315.00	17-51402
AWRA	DO JOB ADVERTISEMENT	\$545.00	17-51402
BC WATER JOBS	ECT JOB ADVERTISEMENT	\$200.00	17-51402
DIVERSITY JOBS	ECT JOB ADVERTISEMENT	\$295.00	17-51402
TRANSITTALENT (WATER DISTRICT DO)	ECT JOB ADVERTISEMENT	\$175.00	17-51402
YOURMEMBERSHIP (NGWA)	ECT JOB ADVERTISEMENT	\$249.00	17-51402
YOURMEMBERSHIP (AWWA)	ECT JOB ADVERTISEMENT	\$299.00	17-51402
PAYPAL (CWEA)	ECT JOB ADVERTISEMENT	\$315.00	17-51402
BC WATER JOBS (BOOST)	ECT JOB ADVERTISEMENT	\$99.00	17-51402
WATER/WASTEWATER JOBS	ECT JOB ADVERTISEMENT	\$185.00	17-51402
CSDA	ECT JOB ADVERTISEMENT	\$155.00	17-51402
GOVERNMENTJOBS	ECT JOB ADVERTISEMENT	\$199.00	17-51402
ACWA	ECT JOB ADVERTISEMENT	\$475.00	17-51402
CAJPA	ECT JOB ADVERTISEMENT	\$100.00	17-51402
WATERWISEPRO	ECT JOB ADVERTISEMENT	\$200.00	17-51402
PMA ONLINE	ANGELA TUPOLO - TRAINING	\$1,000.00	15-51407
PMA ONLINE	ANGELA TUPOLO - TRAINING	\$195.00	15-51407
OFFICE DEPOT	OFFICE SUPPLIES-MARCONI	\$37.69	03-52108
SAFeway	ALL STAFF MEETING REFRESHMENTS	\$33.66	02-51403
NOAH'S BAGELS	ALL STAFF MEETING REFRESHMENTS	\$126.36	02-51403
REGISTER.COM	SSWD.ORG RENEWAL (SUSPECTED FRAUD)	\$206.00	18-54509
REGISTER.COM	REVERSAL DUE TO REPORTED FRAUD	(\$206.00)	18-54509
REGISTER.COM	SSWD.ORG RENEWAL (PROPER TRANSACTION)	\$206.00	18-54509
ORIGINAL PETES PIZZA	CAP TO CAP WATER RESOURCES TEAM LUNCH MEETING	\$370.00	02-56000
SKILLPATH	HEATHER HERNANDEZ TRAINING	\$149.00	02-51407
GRA	MEMBERSHIP RENEWAL	\$125.00	17-52501
IS TOURS	DAVE JONES CAP TO CAP REGISTRATION	\$2,314.60	01-55001
IS TOURS	DAVE JONES CAP TO CAP REGISTRATION	\$360.85	01-55001
IS TOURS	DAN YORK CAP TO CAP REGISTRATION	\$2,675.45	02-55001
HOME DEPOT	WAREHOUSE SUPPLIES-REFUND	(\$16.10)	05-52101
MACNAUGHT	PRODUCTION SUPPLIES	\$525.00	06-52101
MACNAUGHT	PRODUCTION SUPPLIES-REFUND	(\$21.00)	06-52101
HOME DEPOT	NEW TOOLS-PRODUCTION DEPT, TRUCK 99	\$269.82	06-52101

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

Vendor Name	Description	Amount	Proj/GLAcct
HOME DEPOT	NEW TOOLS-PRODUCTION DEPT, TRUCK 99	\$211.13	06-52101
HOME DEPOT	NEW TOOLS-PRODUCTION DEPT, TRUCK 99	\$23.69	06-52101
HOME DEPOT	NEW TOOLS-PRODUCTION DEPT, TRUCK 99	\$136.90	06-52101
MITCH'S CERTIFIED CLASS	TRAINING- WILLIAM SADLER	\$800.00	06-51407
AWWA	TRAINING-SARAH DAINS	\$950.00	03-55001
ROUND TABLE PIZZZ	INVENTORY LUNCH	\$114.83	03-55002
TOGOS	INVENTORY LUNCH	\$101.72	03-55002
HOME DEPOT	NEW TOOLS-PRODUCTION DEPT, TRUCK 99	\$22.30	06-52101
SOUTHWEST	TRAINING-SARAH DAINS	\$309.96	03-55001
NES INC	TRAINING PRODUCTION & EC ---\$652.65=06-51406-- \$217.55=14-51407	\$870.20	SEE NOTE
HOME DEPOT	WAREHOUSE SUPPLIES	\$57.58	05-52101
MACNAUGHT	PRODUCTION SUPPLIES	\$21.00	06-52101
SOUTHWEST	TRAINING-JOE CROCKETT	\$327.96	05-55001
SOUTHWEST	TRAINING-SHAWN CHANEY	\$327.96	05-55001
SOUTHWEST	TRAINING-HECTOR SEGOVIANO	\$327.96	05-55001
AWWA	TRAINING-SHAWN CHANEY	\$950.00	05-55001
AWWA	TRAINING-JOE CROCKETT	\$950.00	05-55001
AWWA	TRAINING-HECTOR SEGOVIANO	\$950.00	05-55001
HOME DEPOT	WAREHOUSE SUPPLIES	\$187.51	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$372.06	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$49.52	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$37.52	05-52101
HOME DEPOT	NEW TOOLS- PM DEPT	\$408.37	07-52101
AMERICAN DRIVING CLUB	TRAINING - PAUL WHITE	\$4,351.20	05-51407
HOME DEPOT	NEW TOOLS-PM DEPT.	\$73.21	07-52101
HOME DEPOT	WAREHOUSE SUPPLIES-CREDIT	(\$37.52)	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES-CREDIT	(\$161.43)	05-52101
UNIVERSAL CLASS	TRAINING-JOE CROCKETT	\$189.00	07-51407
OFFICE DEPOT	OFFICE SUPPLIES-MARCONI	\$129.68	03-52108
AUTO ZONE	RAIN X FOR GATE PHOTO EYES	\$10.44	12-52101
FUTURE FORD	BRAKE LIGHT BULBS	\$66.81	12-54006
HOME DEPOT	SPRAY FOAM	\$17.94	12-52101
HI-VIS PRINTING	HI VIS SWEATSHIRTS	\$1,997.29	12-51408
	Totals:	\$29,289.12	

Investment Activity
FEBRUARY 2024



Managed Account Security Transactions & Interest

For the Month Ending February 29, 2024

SACRAMENTO SUBURBAN WATER DISTRICT -

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
BUY										
02/01/24	02/08/24	FHMS K514 A2 DTD 02/01/2024 4.572% 12/01/2028	3137HBLV4	215,000.00	(217,149.79)	(191.14)	(217,340.93)			
02/02/24	02/06/24	US TREASURY NOTES DTD 02/28/2023 4.000% 02/29/2028	91282CGP0	900,000.00	(903,761.72)	(15,725.27)	(919,486.99)			
02/06/24	02/08/24	AIR PRODUCTS & CHEMICALS CORP NOTES (CAL DTD 02/08/2024 4.600% 02/08/2029	009158BH8	250,000.00	(249,667.50)	0.00	(249,667.50)			
02/21/24	02/26/24	CISCO SYSTEMS INC CORPORATE NOTES (CALLA DTD 02/26/2024 4.850% 02/26/2029	17275RBR2	310,000.00	(309,891.50)	0.00	(309,891.50)			
02/21/24	03/01/24	WFCIT 2024-A1 A DTD 03/01/2024 4.940% 02/15/2029	92970QAA3	400,000.00	(399,891.44)	0.00	(399,891.44)			
Transaction Type Sub-Total				2,075,000.00	(2,080,361.95)	(15,916.41)	(2,096,278.36)			
INTEREST										
02/01/24	02/01/24	MONEY MARKET FUND	MONEY0002	0.00	0.00	12,542.97	12,542.97			
02/01/24	02/01/24	CHAFFEY UHSD, CA TXBL GO BONDS DTD 12/05/2019 2.101% 08/01/2024	157411TK5	100,000.00	0.00	1,050.50	1,050.50			
02/01/24	02/01/24	BB&T CORPORATION CORP BONDS DTD 07/29/2019 2.500% 08/01/2024	05531FBH5	400,000.00	0.00	5,000.00	5,000.00			
02/01/24	02/01/24	SAN JUAN USD, CA TXBL GO BONDS DTD 10/29/2020 0.702% 08/01/2024	798306WN2	200,000.00	0.00	702.00	702.00			
02/01/24	02/01/24	LOS ANGELES CCD, CA TXBL GO BONDS DTD 11/10/2020 0.773% 08/01/2025	54438CYK2	175,000.00	0.00	676.38	676.38			
02/01/24	02/01/24	BANK OF AMERICA CORP NOTES DTD 07/30/2015 3.875% 08/01/2025	06051GFS3	275,000.00	0.00	5,328.13	5,328.13			
02/01/24	02/01/24	MN ST TXBL GO BONDS DTD 08/25/2020 0.630% 08/01/2025	60412AVJ9	130,000.00	0.00	409.50	409.50			
02/01/24	02/25/24	FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	575,000.00	0.00	2,228.13	2,228.13			
02/01/24	02/25/24	FHMS K058 A2 DTD 11/09/2016 2.653% 08/01/2026	3137BSP72	450,000.00	0.00	994.88	994.88			



Managed Account Security Transactions & Interest

For the Month Ending February 29, 2024

SACRAMENTO SUBURBAN WATER DISTRICT -

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
02/01/24	02/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	299,655.76	0.00	1,213.11	1,213.11			
02/01/24	02/25/24	FHMS K054 A2 DTD 04/20/2016 2.745% 01/01/2026	3137BNGT5	200,000.00	0.00	457.50	457.50			
02/01/24	02/25/24	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			
02/01/24	02/25/24	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			
02/01/24	02/25/24	FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	135,000.00	0.00	570.26	570.26			
02/01/24	02/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	299,038.00	0.00	1,190.42	1,190.42			
02/01/24	02/25/24	FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	210,000.00	0.00	850.50	850.50			
02/01/24	02/25/24	FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	280,000.00	0.00	1,131.67	1,131.67			
02/01/24	02/25/24	FHMS K064 A2 DTD 05/15/2017 3.224% 03/01/2027	3137BXQY1	375,000.00	0.00	1,007.50	1,007.50			
02/01/24	02/25/24	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	270,596.04	0.00	690.47	690.47			
02/01/24	02/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	259,124.54	0.00	722.74	722.74			
02/01/24	02/25/24	FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	375,000.00	0.00	1,500.00	1,500.00			
02/01/24	02/25/24	FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74	375,000.00	0.00	1,481.25	1,481.25			
02/01/24	02/25/24	FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	375,000.00	0.00	1,505.94	1,505.94			
02/09/24	02/09/24	PACCAR FINANCIAL CORP CORPORATE NOTES DTD 08/09/2021 0.500% 08/09/2024	69371RR40	170,000.00	0.00	425.00	425.00			
02/15/24	02/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	149,292.33	0.00	68.43	68.43			



Managed Account Security Transactions & Interest

For the Month Ending February 29, 2024

SACRAMENTO SUBURBAN WATER DISTRICT -

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
02/15/24	02/15/24	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314OAC8	52,217.36	0.00	22.63	22.63			
02/15/24	02/15/24	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	23,225.73	0.00	7.35	7.35			
02/15/24	02/15/24	CHAIT 2024-A1 A DTD 01/31/2024 4.600% 01/15/2027	161571HV9	350,000.00	0.00	670.83	670.83			
02/15/24	02/15/24	BACCT 2023-A1 A1 DTD 06/16/2023 4.790% 05/15/2028	05522RDG0	135,000.00	0.00	538.88	538.88			
02/15/24	02/15/24	HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	63,732.71	0.00	39.30	39.30			
02/15/24	02/15/24	COMET 2021-A1 A1 DTD 07/22/2021 0.550% 07/15/2026	14041NFW6	415,000.00	0.00	190.21	190.21			
02/15/24	02/15/24	AMXCA 2023-1 A DTD 06/14/2023 4.870% 05/15/2028	02582JJZ4	150,000.00	0.00	608.75	608.75			
02/15/24	02/15/24	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	15,503.41	0.00	4.39	4.39			
02/15/24	02/15/24	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	250,000.00	0.00	120.83	120.83			
02/15/24	02/15/24	TAOT 2021-B A3 DTD 06/14/2021 0.260% 11/17/2025	89190GAC1	164,449.33	0.00	35.63	35.63			
02/15/24	02/15/24	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			
02/15/24	02/15/24	NAROT 2021-A A3 DTD 06/23/2021 0.330% 10/15/2025	65480BAC1	167,185.73	0.00	45.98	45.98			
02/15/24	02/15/24	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	20,611.61	0.00	8.59	8.59			
02/15/24	02/15/24	CARMX 2022-3 A3 DTD 07/20/2022 3.970% 04/15/2027	14318MAD1	300,000.00	0.00	992.50	992.50			
02/15/24	02/15/24	COPAR 2021-1 A3 DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	88,422.69	0.00	56.74	56.74			
02/16/24	02/16/24	GMCAR 2021-3 A3 DTD 07/21/2021 0.480% 06/16/2026	380140AC7	86,150.93	0.00	34.46	34.46			
02/16/24	02/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	74,258.80	0.00	42.08	42.08			



Managed Account Security Transactions & Interest

For the Month Ending February 29, 2024

SACRAMENTO SUBURBAN WATER DISTRICT -

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	02/16/24	02/16/24	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	12,385.87	0.00	3.92	3.92			
	02/20/24	02/20/24	VWALT 2022-A A4 DTD 06/14/2022 3.650% 01/20/2027	92868AAD7	145,000.00	0.00	441.04	441.04			
	02/21/24	02/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	83,796.57	0.00	61.45	61.45			
	02/21/24	02/21/24	HAROT 2023-4 A3 DTD 11/08/2023 5.670% 06/21/2028	438123AC5	70,000.00	0.00	330.75	330.75			
	02/25/24	02/25/24	FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	450,000.00	0.00	843.75	843.75			
	02/28/24	02/28/24	WALT DISNEY COMPANY/THE (CALLABLE) DTD 09/06/2019 1.750% 08/30/2024	254687FK7	400,000.00	0.00	3,500.00	3,500.00			
	02/29/24	02/29/24	US TREASURY NOTES DTD 02/28/2023 4.000% 02/29/2028	91282CGP0	900,000.00	0.00	18,000.00	18,000.00			
Transaction Type Sub-Total					11,574,647.41	0.00	72,108.41	72,108.41			

PAYDOWNS											
	02/01/24	02/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	488.47	488.47	0.00	488.47	15.04	0.00	
	02/01/24	02/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	154.86	154.86	0.00	154.86	0.00	0.00	
	02/01/24	02/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	346.34	346.34	0.00	346.34	0.00	0.00	
	02/01/24	02/25/24	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	449.07	449.07	0.00	449.07	(22.24)	0.00	
	02/15/24	02/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	11,139.03	11,139.03	0.00	11,139.03	1.83	0.00	
	02/15/24	02/15/24	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	5,407.93	5,407.93	0.00	5,407.93	1.19	0.00	
	02/15/24	02/15/24	HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	5,381.87	5,381.87	0.00	5,381.87	1.20	0.00	
	02/15/24	02/15/24	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	2,185.01	2,185.01	0.00	2,185.01	0.43	0.00	



Managed Account Security Transactions & Interest

For the Month Ending February 29, 2024

SACRAMENTO SUBURBAN WATER DISTRICT -

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
PAYDOWNS										
02/15/24	02/15/24	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	143140AC8	5,828.59	5,828.59	0.00	5,828.59	1.26	0.00	
02/15/24	02/15/24	TAOT 2021-B A3 DTD 06/14/2021 0.260% 11/17/2025	89190GAC1	19,739.15	19,739.15	0.00	19,739.15	2.13	0.00	
02/15/24	02/15/24	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	4,207.44	4,207.44	0.00	4,207.44	0.44	0.00	
02/15/24	02/15/24	COPAR 2021-1 A3 DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	6,215.06	6,215.06	0.00	6,215.06	0.12	0.00	
02/15/24	02/15/24	NAROT 2021-A A3 DTD 06/23/2021 0.330% 10/15/2025	65480BAC1	18,826.70	18,826.70	0.00	18,826.70	0.32	0.00	
02/16/24	02/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	4,986.48	4,986.48	0.00	4,986.48	0.13	0.00	
02/16/24	02/16/24	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	4,378.87	4,378.87	0.00	4,378.87	0.94	0.00	
02/16/24	02/16/24	GMCAR 2021-3 A3 DTD 07/21/2021 0.480% 06/16/2026	380140AC7	7,126.18	7,126.18	0.00	7,126.18	0.44	0.00	
02/21/24	02/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	6,723.80	6,723.80	0.00	6,723.80	1.42	0.00	
Transaction Type Sub-Total				103,584.85	103,584.85	0.00	103,584.85	4.65	0.00	
SELL										
02/02/24	02/06/24	US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	625,000.00	581,445.31	238.24	581,683.55	(26,489.26)	(35,752.71)	FIFO
02/06/24	02/08/24	US TREASURY NOTES DTD 07/31/2022 2.750% 07/31/2027	91282CFB2	275,000.00	262,775.39	166.21	262,941.60	6,155.27	2,280.41	FIFO
Transaction Type Sub-Total				900,000.00	844,220.70	404.45	844,625.15	(20,333.99)	(33,472.30)	
Managed Account Sub-Total					(1,132,556.40)	56,596.45	(1,075,959.95)	(20,329.34)	(33,472.30)	
Total Security Transactions					(\$1,132,556.40)	\$56,596.45	(\$1,075,959.95)	(\$20,329.34)	(\$33,472.30)	

Bolded items are forward settling trades.



Agenda Item: 3

Date: March 18, 2024

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

Staff Contact: Susan Schinnerer, Human Resources Manager

Recommended Board Action:

Approve the Employee Compensation Policy (PL – HR 002) with changes. Approve the review period be updated to every four years.

Background:

The Employee Compensation Policy (PL – HR 002) (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. On February 26, 2024, the Policy was brought to the Board for its scheduled review. No comments from Directors have been received to date.

The Policy was not reviewed by legal counsel since it is not required under the Policy Review Schedule.

Discussion:

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

Section 100.00: Simplified and streamlined language describing the purpose of the Policy.

Section 200.00: Replaced “all of its” with “all” to describe the Policy.

Section 300.00: Replaced “reporting” with “report” regarding the General Manager’s implementation of the Policy.

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.

Policy Review – Employee Compensation Policy (PL – HR 002)

March 18, 2024

Page 2 of 2

Attachments:

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

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

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.
- 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 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: 4

Date: March 18, 2024

Subject: Policy Review – Workplace Dishonesty Policy (PL – Adm 006)

Staff Contact: Matt Underwood, Assistant General Manager

Recommended Board Action:

Approve Workplace Dishonesty Policy (PL – Adm 006) with changes.

Background:

The Workplace Dishonesty Policy (Policy) was adopted by the Board of Directors (Board) on December 17, 2007, and last reviewed by the Board and approved with changes on December 20, 2021. On February 26, 2024, the Policy was brought to the Board for its scheduled review. No comments from Directors have been received to date.

This 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.

Staff has reviewed the Policy and are recommending minor clarification language changes.

Fiscal Impact:

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

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Attachment:

- 1 – Workplace Dishonesty Policy (PL – Adm 006) – redline
- 2 – Workplace Dishonesty Policy (PL – Adm 006) – clean

Sacramento Suburban Water District

Workplace Dishonesty Policy

Adopted: December 17, 2007

Approved with Changes: ~~December 20, 2021~~ March 18, 2024

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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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.
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500.00 Policy Review

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Agenda Item: 5

Date: March 18, 2024

Subject: March 2024 Legislation Update

Staff Contact: Greg Bundesen, Conservation and Communications Supervisor

Recommended Board Action:

Approve staff’s recommendations regarding the legislative bills listed in Table 1.

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 (i.e., the Association of California Water Agencies (ACWA) and the Regional Water Authority (RWA)).

Discussion:

Table 1 shows proposed Assembly Bills (AB) and Senate Bills (SB) of interest to the District, a summary of the proposed legislative bills, and staff recommended positions. Staff’s recommended positions are based on input from ACWA and the RWA. Legislative bill text can be provided upon request.

Table 1: Legislative Bills of Interest

Bill Number	Summary	Position
AB 1827 (Papan D-San Mateo)	Update water fees and charges to include the incrementally higher costs of water due to specified factors, including the higher water usage demand of parcels.	Support
AB 2257 (Wilson D-Fairfield)	Would make changes to how challenges under prop 2018 can be brought.	Support
AB 3121 (Hart D – Santa Barbara)	Would authorize the start date of January 1, 2026, for the State Water Board to issue written notice for an agency not meeting its urban water use objective, and the start date of January 1, 2027, for Conservation orders.	Support
SB 1110 (Ashby D-Sacramento)	Would clarify the State Water Board’s discretion in enforcing water use efficiency requirements. RWA sponsored.	Support

SB 1210 (Skinner D-Berkeley)	Would retroactively prohibit special districts from charging a water or sewer connection fee or capacity charge, that exceeded one percent of the reported building permit value of the housing unit.	Oppose
SB 1218 Newman D-Fullerton)	Would establish policy of the State to encourage and incentivize, but not mandate, the development of emergency water supplies, and to support their use during times of shortage.	Support

Fiscal Impact:

Though there may be a fiscal impact if a legislative bill passes or fails, there is no immediate cost to approving staff’s recommended positions.

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: 6

Date: March 18, 2024

Subject: Carmichael Water District/Sacramento Suburban Water District
Combination Discussion - Public Information Workshops and Outreach
Report

Staff Contact: Dan York, General Manager

Recommended Board Action:

Discuss feedback received from the Public Information Workshops. Review and accept the Summary Report, Public Outreach and Engagement, Carmichael Water District and Sacramento Suburban Water District Combination Workshops, January 2024.

Note: The 2x2 Committee accepted the Draft Summary Report at their March 4, 2024, meeting and directed staff to place the subject item on the agenda for the March 18, 2024, regular Board meeting of Sacramento Suburban Water District.

Background:

The combination discussion between Carmichael Water District (CWD) and Sacramento Suburban Water District (SSWD) began in July 2021. To date, there have been 19 2x2 Committee meetings, 3 Joint Board meetings, and 4 Public Information Workshops. 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:

CWD and SSWD hosted their second Public Information Workshop (Workshop) on January 24, 2024, and January 31, 2024, respectively. The purpose of the Workshops was to inform the public of the process to date, topics placed in the Further Analysis Report, and answer/respond/educate to questions and comments from the attendees at the Workshops.

Both Workshops were held in-person with the option to attend online/virtual. General Managers from both districts presented the status of the combination and the main points of the Further Analysis Report, followed by questions and answers from the attendees. The Workshops also provided an informal "Talk with Your Directors" session where the attendees were able to speak to the Directors one-on-one prior to the close of the Workshop. Approximately 56 people attended CWD's Workshop in person with 11 online and approximately 30 people attended SSWD's Workshop in person with 13 attending online.

Carmichael Water District/Sacramento Suburban Water District Combination Discussion Public Information Workshops and Outreach Report

March 18, 2024

Page 2 of 2

Major themes raised from the Workshops include potential benefits of combination, governance with regard to local control, rates and costs in combination, and financial risks, including debt and infrastructure. Additional topics unique to the CWD Workshop included reasons for combination, union/employees, water sharing, water quality, water rights, and bureaucracy. Items unique to SSWD's Workshop include infrastructure conditions of each district, approval process, the status of combination discussion, governance, and CWD's perceptions on combination.

CWD and SSWD's communication's consultant, IN Communications, developed the attached Summary Report, Public Outreach and Engagement, which describes the questions and comments received at the Workshops and outlined the public engagement efforts to date.

Outreach Presentations

The General Managers of CWD and SSWD have jointly conducted presentations at the following Rotary Clubs:

- February 6, 2024: Arden Arcade Rotary Club
- February 21, 2024: Rotary Club of East Sacramento
- March 5, 2024: Rotary Club of Carmichael

Below is a list of previously scheduled presentations still to be conducted:

- March 22, 2024: Rotary Club, Point West
- April 22, 2024: Rotary Club, Foothills Highlights

Attachment:

1. Draft Summary Report, Public Outreach and Engagement, Carmichael Water District and Sacramento Suburban Water District Combination Workshops, January 2024.



SUMMARY REPORT

Public Outreach and Engagement

**Carmichael Water District and
Sacramento Suburban Water
District Combination Workshops
January 2024**

DRAFT—March 6, 2024



**Public Outreach
Community Involvement
Strategic Communication**

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SECTION ONE:

**Major Themes from the
CWD and SSWD Workshops:
January 2024**

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 suggestion that rates would increase more slowly over time ~~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.

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SECTION TWO:

**Summary: Key Themes and
Discussion Points**
Carmichael Water District Public
Information Workshop

Summary: Key Themes and Discussion Points

Carmichael Water District Public Information Workshop

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

56 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 premise that rates would increase more slowly over time proposed reduction in water rate 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 increasing more slowly over time 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 Emerson, 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 Emerson 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 premise that rates would increase more slowly over time, 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.

SECTION THREE:

**Summary: Key Themes and
Discussion Points**

**Sacramento Suburban Water District
Public Information Workshop**

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 the customer'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 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 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.

APPENDIX:

**Outreach Activities to Date and
Planned**

As of February 26, 2024

Outreach Activities to Date and Planned

As of February 26, 2024

Both Carmichael Water District and Sacramento Suburban Water District

Board of Directors and 2x2 Meetings

- Public updates at Board meetings and through the CWD-SSWD 2x2 committee since July 2021
- Draft PowerPoint/summary of initial study delivered to SSWD and CWD on September 14, 2022
- Full draft study provided to SSWD and CWD on September 23, 2022
- Draft study delivered to the public via the 2x2 meeting on October 13, 2022
- Study accepted with amendments at the 2x2 meeting on February 8, 2023
- Vote to move forward with discussions and host public information workshops at a joint CWD-SSWD board meeting on April 10, 2023

Foundational Materials

- Created comprehensive CWD-SSWD stakeholder list for outreach to elected officials, business groups, neighboring and partnering water providers, homeowners associations and others.
- Created fact sheets, messages and materials to communicate with the public about combination discussions, including:
 - **Postcard for the public information sessions:** Invites the public to an information session to learn about combination discussions and the findings of the initial study, ask questions and provide input.
 - **Road map/milestones for the outreach process:** Outlines the steps and overall approach for the public outreach/engagement process.
 - **Summary: Exploring the Combination of CWD and SSWD:** Provides a one-page document highlighting the opportunities, process, and ways to learn more.
 - **Fact Sheet: Perceived Advantages and Disadvantages to Combination:** Highlights perceived advantages and disadvantages to combination.
 - **Overview: About the Combination Study and Process:** Provides an overview of why the districts are discussing combination, activities to date and how the public can learn more.
 - **Fact Sheet: Study: A Business Case for a Potential Combination:** Provides an overview of the initial study findings and seeks to anticipate/answer likely questions.
 - **Map of voting divisions:** Shows the CWD and SSWD service areas and divisions for the Boards of Directors.
 - **Comment Sheet:** Invites the public to provide written comments on combination discussions.

- **Key messages (external/internal audiences and on special topics):** Provides a concise means for communicating the status of combination discussions; addresses frequently asked questions about fluoride.
- **PowerPoint presentation** for the Public Information Workshops.

Additional Outreach: Sacramento Suburban Water District

External Communications

- Website updated/link added to home page—central location for all audiences to find information.
- September 15, 2022: Included in fall 2022 newsletter.
- October 6, 2022: Slide included at the monitor during Open House.
- October 7, 2022: Direct mail postcard with QR code mailed to 45,000 SSWD customers (property owners).
- October 10-November 10, 2022: Advertising on Facebook and the Google Display Network.
- October and November 2022: Included in bill inserts.
- October 2022: Slide included on the Customer Service monitor PowerPoint.
- October 13, 2022: SSWD posted to Facebook page.
- October 20, 2022: Outreach to SSWD stakeholders with postcard distributed electronically.
- July 2023: Bill insert article.
- January 2024: Bill insert article.

SSWD Internal Outreach:

- 2022 (July, August, September, October, November December: Employee Meeting/staff update.
- September 15, 2022: Internal information hub for information and questions created.
- October 19, 2022: Email from the GM to SSWD team, inviting questions and providing link to key messages and FAQs.
- Ongoing: Internal key messages and Frequently Asked Questions provided to SSWD staff and Board members.
- Ongoing: Update at Managers Meetings.
- 2023 (January, February, March, April, May, June, July, August, September October, November, December): Employee Meeting/staff update

Additional Outreach: Carmichael Water District

External Communications

- Website updated/link added to home page—central location for all audiences to find information.
- May 2023: Bill insert article.
- May 19, 2023: Carmichael Times article.

CWD Staff Outreach

- October 14, 2022: Employee Meeting/staff update on study and Q&A with GM.
- October 31, 2022: The SSWD General Manager attended a Carmichael Water District staff meeting to discuss his experience with consolidations.
- April 21, 2023: Employee Meeting/staff update and Q&A with two CWD Directors.
- Internal information hub created for staff members to submit questions.
- June 23, 2023: Employee Meeting and Q&A opportunity with two CWD Directors.

Promotion for Public Information Workshops (June 2023)

Outreach Activities:

- May 11 (early deadlines) and June 5, 2023: Press release distributed to media outlets.
- May 17, 2023: CWD postcard received in mailboxes.
- May 18, 2023: Letter to HOAs/Neighborhood Associations into the mail.
- Outreach to elected officials and other influencers on the stakeholder list starting May 22 (ongoing).
- May 24, 2023: SSWD postcard received in mailboxes.
- May and June 2023: Outreach via existing CWD and SSWD communication channels, including websites, bill inserts bill messages, etc.
- May 18, 2023: Social media post and monitoring (ongoing) and outreach.
- May 27-June 21, 2023: Digital Advertising (Facebook and news/weather sites via the Google Display Network).
- June 9, 2023: Print ads in Carmichael Times and Arden-Carmichael News (both workshops).
- June 16, 2023: Print ad in Carmichael Times on (SSWD only).

Note: Mailing List for Postcard

- *SSWD's list included 80,785 landlords, tenants, and apartment/mobile home residents by individual unit.*
- *CWD's list included 10,887 owners, landlords, tenants, multi-family and commercial accounts.*

Public Information Workshops:

- Thursday, June 15, 2023, at 6:30 p.m. Carmichael Water District
- Wednesday, June 21, 2023, at 6:30 p.m.: Sacramento Suburban Water District

Media and Public Exposure Secured:

- May 18, 2023: Carmichael Times story on upcoming information sessions.
- May 19 and June 21, 2023: Carmichael Creek Neighborhood Association email to members.
- May 23, 2023: Advocates for Arden-Arcade email to members.
- June 13, 2023: Email from Supervisor Rich Desmond to constituents.

- June 15, 2023: KCRA (interview with CWD Director Jeff Nelson).
- June 13 and 21, 2023: NextDoor: Customer post promoting information session.
- June 21, 2023: Carmichael Times coverage of CWD information session.
- July 2023 Issue: Inside Arden mention of workshops.

Stakeholder Briefings:

- April 30, 2023: Carmichael Colony Neighborhood Association Annual Meeting: CWD invited the public to upcoming workshops.
- May 30, 2023: LAFCO Special Districts Advisory Committee: SSWD provided an overview and current status of the CWD-SSWD Combination discussions.
- June 13, 2023: SSWD presentation to the Women's Group at the St. Mark's United Methodist Church in Sacramento).
- July 13, 2023: SSWD briefing for Sacramento City Councilmember Lisa Kaplan.
- July 14, 2023: CWD-SSWD briefing for Assemblymember Josh Hoover.
- July 18, 2023: CWD-SSWD briefing with McClellan Park.
- July 19, 2023: Presentation to the Carmichael Kiwanis Club.
- July 26, 2023: CWD-SSWD briefing for Assemblymember Kevin McCarty.
- July 26, 2023: CWD-SSWD briefing for Supervisor Sacramento Supervisor Sue Frost.
- August 8, 2023: CWD-SSWD briefing for Assemblymember Roger Niello.

Promotion for Joint Board Meetings (October 2023)

- Digital Advertising (Facebook and news/weather sites via the Google Display Network) October 17-24, 2023.

Materials for Public Information Workshops (January 2024):

- NEW: Extended Frequently Asked Questions (FAQ) document: addresses questions raised by customers during June 2023 Public Information Workshops and over the course of combination discussions. The FAQ also incorporates responses suggested by CWD and SSWD Board members.
- NEW: Key Benefits document: outlines benefits to combination uncovered during combination discussions and with the Further Analysis Report.
- NEW: PowerPoint presentation for the Public Information Workshops: consistent for both districts with some minor customization.
- UPDATED: Summary: Exploring the Combination of CWD and SSWD.
- NO UPDATES: Map of voting divisions.
- NO UPDATES: Comment sheet.

Held:

- NEW: Fact Sheet: Highlights of the Further Analysis Report: provides a content snapshot to make it easy for the public to understand the report's content and findings.
- NEW: LAFCo process graphic.

Promotion for Public Information Workshops:

- December 1, 2023: Press release distributed to media outlets December 1 (early deadlines).
- December, 2023: CWD and SSWD website updated with information about the Public Information Workshops and final Further Analysis Report.
- Outreach via existing CWD and SSWD communication channels, including websites, bill inserts bill messages, etc. in December and January.
- Social media post and monitoring (ongoing) and outreach in December 2023 and January 2024.
- December 30, 2023: CWD postcard received in mailboxes.
- January 2024: SSWD bill insert.
- January 2, 2024: Letter to HOAs/Neighborhood Associations into the mail.
- January 3, 2024: Outreach/tool kit distributed to electeds and other stakeholders with a request to distribute to constituents.
- January 3, 2024: Second distribution of press release to local and regional media.
- January 3, 2024: SSWD postcard received in mailboxes.
- January 10, 2024: Digital Advertising (Facebook and news/weather sites via the Google Display Network) began.
- January 19, 2024: Print ad in the Carmichael Times (both workshops).
- January 22, 2024: Third distribution of press release to local and regional media.
- January 23, 2024: Second distribution of tool kit for electeds and other stakeholders with a request to distribute to constituents.
- January 26, 2024: Print ad in Carmichael Times (SSWD only).

Public Information Workshops

- Wednesday, January 24, 2024, at 6:30 p.m.: Carmichael Water District
- Wednesday, January 31, 2024, at 6:30 p.m.: Sacramento Suburban Water District

Media and Public Exposure Secured:

- January 2024: Calendar story in [Inside Arden](#) (page 13)
- January 23, 2024: Advocates for Arden-Arcade email to members.
- January 23, 2024: Email from Supervisor Rich Desmond to constituents.
- January 24, 2024: Story on KCRA3 (afternoon news).
- February 16, 2024: Carmichael Times story.

Stakeholder Briefings:

- February 6, 2024: Rotary Club of Arden Arcade
- 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

APPENDIX:

**Samples of Outreach Materials
Developed and Secured for the
January 2024 Workshops**



7837 Fair Oaks Blvd.
Carmichael, CA 95608

PUBLIC INFORMATION WORKSHOP

WEDNESDAY, JANUARY 24, 2024, AT 6:30 P.M.
Carmichael Water District Boardroom
7837 Fair Oaks Blvd.
Carmichael, CA 95608

A virtual option for the presentation only will also be available.

Visit carmichaelwd.org to find:

- A copy of the Further Analysis Report
- Fact sheet and Frequently Asked Questions
- Details about the upcoming Public Information Workshop, including access for a virtual option



(916) 483-2452
mail@carmichaelwd.org
carmichaelwd.org

← Scan the QR code with the camera app on your phone.

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Permit No. 516

YOU'RE INVITED!

Public Information Workshop and Open House on Potential Combination with Sacramento Suburban Water District

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



Carmichael Water District (CWD) and Sacramento Suburban Water District (SSWD) are exploring combination opportunities between the two neighboring water utilities to improve efficiencies, reduce costs, increase water supply reliability, and enhance customer service.

Join us for an update on combination discussions and the results of a new Further Analysis Report, which provides a detailed look at combination opportunities and in-depth responses to questions posed through the process.

The Public Information Workshop will include a brief presentation and the opportunity for you to ask questions and share your thoughts with our team of CWD technical experts, managers, and Board members.



3701 Marconi Ave.
Sacramento, CA 95821

PUBLIC INFORMATION WORKSHOP

WEDNESDAY, JANUARY 31, 2024, AT 6:30 P.M.
Sacramento Suburban Water District Boardroom
3701 Marconi Ave.
Sacramento, CA 95821

A virtual option for the presentation only will also be available.

Visit sswd.org to find:

- A copy of the Further Analysis Report
- Fact sheet and Frequently Asked Questions
- Details about the upcoming Public Information Workshop, including access for a virtual option



(916) 972-7171
feedback@sswd.org
sswd.org

← Scan the QR code with the camera app on your phone.

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YOU'RE INVITED!

Public Information Workshop and Open House on Potential Combination with Carmichael Water District

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



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The Public Information Workshop will include a brief presentation and the opportunity for you to ask questions and share your thoughts with our team of SSWD technical experts, managers, and Board members.



Sacramento Suburban Water District

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PUBLIC INFORMATION WORKSHOPS ON COMBINATION EXPLORATION

WEDNESDAY, JANUARY 24, AT 6:30 P.M.

Carmichael Water District Boardroom
7837 Fair Oaks Blvd., Carmichael, CA 95608

carmichaelwd.org

WEDNESDAY, JANUARY 31, AT 6:30 P.M.

Sacramento Suburban Water District Boardroom
3701 Marconi Ave., Sacramento, CA 95821

swwd.org



swwd.org

January Workshops on Combination Exploration

Learn more

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JANUARY 19, 2024

Carmichael Times • 3

SAFE Accepting Grant Applications for Financial Literacy Programs



SAFE Credit Union Vice President, Community Relations and Public Affairs, Rebecca Delmonda.

SAFE Credit Union Press Release

FOLDSIDE, CA (IMN) - In its drive to improve financial literacy in the Greater Sacramento region, SAFE Credit Union will grant \$20,000 to a nonprofit organization providing financial literacy and financial stability programs in underserved communities. SAFE is accepting applications for the grant until Feb. 8, through its online application, at <https://www.safe.org/community-impact-funding>. Community-impact-funding is a grant program that allows young people to apply for grants to fund their own social enterprises. "It just takes entrepreneurial payment to have a social team," she says. "I've seen a lot of young people get trained in credit card debt while also teaching parenting or student loans. I'm a strong proponent of helping people learn how to handle the

business they have now so they can achieve their future financial goals." "It's essential for people to understand how to get credit savings, how to manage money and how to work, and how to handle debt for the rest of their life. With so few students receiving formal financial literacy training, financial cooperatives like SAFE Credit Union and our nonprofit partners are stepping in to provide this much-needed education," she continues. Only 1 percent of California students are required to complete personal financial education courses to graduate from high school, according to state Department of Education statistics. There have been some political efforts to change that, with the Legislature recently considering proposals, and a 2024 ballot initiative in the works. However, the grant, says Delmonda, represents how SAFE and others in the region dedicated to providing financial education services are stepping in to fill the need now. Delmonda says that young people especially can benefit from financial education programs since mistakes they may make early in life can affect them long into adulthood. "It just takes entrepreneurial payment to have a social team," she says. "I've seen a lot of young people get trained in credit card debt while also teaching parenting or student loans. I'm a strong proponent of helping people learn how to handle the

business they have now so they can achieve their future financial goals." SAFE offers its own financial education services. Through free webinars available to the public, as well as workshops to employees and organizations. It also offers its no-cost Budget Coach interactive assistance to high schools in the region, where students get a free-hand look at the real-life expenses they'll face as adults. SAFE's high school branch program works closely with three area high schools to bring a branch at each and provide supportive financial education for the students who staff the branches and their future students. "There are a lot of us working to fill the financial education gap," says Delmonda. "And we are all keenly aware of how many people truly want this information. This grant helps us help others providing this service." SAFE conducts four grant cycles each year as part of its overall philanthropic program that also includes direct giving, scholarships, open houses, and volunteerism. For more information on SAFE's grant program and to contact VP Community Relations and Financial Education, Rebecca Delmonda, please contact Assistant Vice President Communications and Public Relations Carole Ferguson at carole.ferguson@safecu.org or by phone at (916) 836-6112.

Girl Scouts of Northern California Kick off 2024 Cookie Season



Girl Scouts of Northern California with their cookie delivery.

SACRAMENTO REGION, CA (IMN) - Girl Scouts of Northern California will kick off their 2024 Cookie Season on January 29. Cookies in all 19 counties from Gilroy to the Oregon border can support their local girl entrepreneurs by ordering from the iconic cookie store online at www.girlscouts.org. Local shops can also have cookie booths starting March 17, and all cookie forms are in a box shipping from additional. The iconic cookie booth can enjoy the full assortment of Girl Scout Cookies, including Thin Mints, Trefoils, Lemon Tagalongs, Do-Si-Does, Lemon Taps, Taffels, and Ad-Caramelitos. Visit www.girlscouts.org for more information. Girl Scouts of Northern California is one of the largest cookie vendors in the country, offering unique cookie experiences, civic engagement, entrepreneurship opportunities, skill-building, leadership, and fun. The hundred percent of the proceeds from the cookie program are used locally and provide critical funds for girls' access to affordable programming, the outdoors, camp and program centers, STEM, financial aid, and volunteer support services. Girl Scouts and their unique programs on these funds to support their community service efforts. This year, over 16,000



Girl Scouts in Northern California will participate in the cookie entrepreneurship program with the goal of selling \$4.5M packages of cookies. "I am excited to kick off another exciting cookie season and to support our cookie entrepreneurs by having a fun and successful year," said Bill Sorenson, CEO of Girl Scouts of Northern California. "Each year, these budding entrepreneurs inspire us with their dedication to achieving their goals and supporting local initiatives. Through this program, they contribute to their communities and gain invaluable life and business skills that will serve them for a lifetime. I am immensely proud of each and every participant!" The success of Girl Scouts of Northern California is to build girls' courage, confidence and character who make the world a better place. As one of the largest councils in the country, Girl Scouts of Northern California serves a diverse membership of over 24,000 youth and over 21,000 adult volunteers in a 17-county area that stretches from Gilroy to the Oregon border. To learn more about Girl Scouts of Northern California, visit www.girlscouts.org.

PUBLIC INFORMATION WORKSHOPS ON COMBINATION EXPLORATION

Bringing You Home #1 Agent in Carmichael



Bringing you home - the way it should be.
In a changing market, it's important now more than ever to partner with an experienced agent who can guide you every step of the way. And while there are many great agents out there, what sets me apart is a genuine passion for this business, a proven track record of success, and a flexibility to the point that simplifies the completion of the market.

I have been a consistent top-producing agent in Carmichael and the surrounding areas for over 24 years and I am happy to report that I was named the #1 Agent in Carmichael last year. I owe this accomplishment to my loyal following of clients, family, and friends. Whether you're a first-time buyer, seasoned investor or simply curious about the real estate market, let me be the one to bring you home - the way it should be!

WEDNESDAY, JANUARY 24, AT 6:30 P.M.
Hosted by Carmichael Water District
CWD Boardroom
7837 Fair Oaks Blvd., Carmichael, CA 95608
Info: 916.483.2452 or mail@carmichaelwd.org

WEDNESDAY, JANUARY 31, AT 6:30 P.M.
Hosted by Sacramento Suburban Water District
SSWD Boardroom
3701 Marconi Ave., Sacramento, CA 95821
Info: 916.972.7171 or feedback@swwd.org




I ❤️ Arden Arcade

Water District Merger Meetings 1/24 and 1/31 - January 23, 2024

The Sacramento Suburban Water District and the Carmichael Water District are moving along with their [talks about a possible merger](#). On January 24th, and again on January 31st, they will be holding public workshops to update people on the status of their discussions and to provide results of a "Further Analysis Report" - a detailed assessment of combination opportunities and responses to questions posed during the process. The public is invited to the meetings, which will be held in Carmichael and Arden Arcade as follows:

- January 24, 2024, Carmichael Water District Board Room, 7837 Fair Oaks Blvd., 6:30pm
- January 31, 2024, Sacramento Suburban Water District Board Room, 3701 Marconi Ave., 6:30pm

DRAFT



Supervisor Rich Desmond



You are subscribed to News updates from District 3 - Rich Desmond for Sacramento County.
[District 3 - Rich Desmond](#)

Dear Friends,

Carmichael Water District (CWD) and Sacramento Suburban Water District (SSWD) are exploring combination opportunities between the two neighboring water utilities to improve efficiencies, reduce costs, increase water supply reliability, and enhance customer service.

The public is invited to hear an update on combination discussions and the results of a new Further Analysis Report, which provides a detailed look at combination opportunities and in-depth responses to questions posed through the process.

The workshops will include a brief presentation and the opportunity for attendees to ask questions and share their thoughts with CWD and SSWD technical experts, managers, and board members. The dates and times are listed below:

WEDNESDAY, JAN. 24, 2024, AT 6:30 P.M.

Hosted by Carmichael Water District

CWD Boardroom

[7837 Fair Oaks Blvd., Carmichael, CA 95608](#)

Info: (916) 483-2452 or mail@carmichaelwd.org

carmichaelwd.org

WEDNESDAY, JAN. 31, AT 6:30 P.M.

Hosted by Sacramento Suburban Water District

SSWD Boardroom

[3701 Marconi Ave., Sacramento, CA 95821](#)

Info: 916.972.7171 or feedback@sswd.org

sswd.org

Detailed information is available online on the [CWD website](#) and the [SSWD website](#).

RICH DESMOND

Supervisor, Third District

700 H Street, Suite 2450

Sacramento, CA 95814

(916) 874-5471

richdesmond@saccounty.gov

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Agenda Item: 7

Date: March 18, 2024

Subject: Carmichael Water District/Sacramento Suburban Water District
Combination Discussion – Draft LAFCo Resolution

Staff Contact: Dan York, General Manager

Recommended Board Action:

Review Draft LAFCo Resolution and direct staff as appropriate.

Discussion:

One of the steps necessary in the combination discussion process is to finalize a substantially similar resolution approved by the Carmichael Water District (CWD) and Sacramento Suburban Water District (SSWD) Boards if a decision is made to continue the subject efforts in order to submit a consolidation application to LAFCo.

The CWD Board has provided an initial Draft LAFCo Resolution and provided suggested amendments in the following areas:

- CWD’s water rights licenses and usage within CWD’s service area
- Flexibility for consolidated Board to adjust rates consistent with current law
- CWD’s union employee contract
- CWD and SSWD Boards separate approvals for the LAFCo Resolution and application package

The Draft LAFCo Resolution was presented to the 2x2 Committee at their March 4, 2024, meeting. The CWD Committee members explained the intent of the amended sections of the Draft LAFCo Resolution. Following the discussions, direction was provided to staff to present the Draft LAFCo Resolution to the SSWD Board at their March 18th regular Board meeting. Once the SSWD Board has reviewed/commented on the subject resolution, appropriate feedback will be provided to the CWD Board.

Note: District legal counsel has review the Draft LAFCo Resolution and has provided comments to the subject document.

Attachment:

1. Draft LAFCo Resolution

DRAFT

SACRAMENTO SUBURBAN WATER DISTRICT

RESOLUTION NO. 24-XX

**A RESOLUTION MAKING APPLICATION TO THE SACRAMENTO LOCAL AGENCY
FORMATION COMMISSION FOR CONSOLIDATION WITH CARMICHAEL WATER
DISTRICT**

WHEREAS, the Sacramento Suburban Water District (SSWD) was formed and is operating under the County Water District Law (Water Code sections 30000 and following), and supports the consideration of consolidation with another water district, provided that both districts consent to the consolidation, and the consolidation would be in the best interest of the customers of each district;

WHEREAS, SSWD has negotiated and reached a decision with the Carmichael Water District (CWD), which was formed and is operating under the Irrigation District Law (Water Code sections 20500 and following), to consolidate the two districts as provided in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code sections 56000 and following; the "LAFCo Law");

WHEREAS, SSWD and CWD have conducted an evaluation of the feasibility of consolidating SSWD and CWD through a process that has involved (1) formation of a joint 2x2 Committee, (2) nineteen meetings of the joint 2x2 Committee that have been open to the public, and conducted over the course of two years, (3) retention of a consulting firm to conduct an evaluation of the practices, policies, procedures, rates, financial situation and other factors that would be important to policymakers as they consider the benefits and risks of a consolidation of SSWD and CWD, (4) mailing of information on the proposed consolidation to each customer of SSWD and CWD, (5) holding three joint meetings of the Boards of Directors of SSWD and CWD to present information on the consolidation proposal and receive public comment on it, (6) SSWD and CWD holding two separate public information workshop meetings to present information on the consolidation proposal and to receive their respective ratepayers' input on the proposal, (7) regular discussion of the consolidation proposal during meetings of the Boards of Directors of SSWD and CWD, (8) responding in writing to written questions received from the public concerning the consolidation proposal, (9) briefings on the proposed consolidation for elected officials, other public agencies, and interested parties, and (10) meetings with the respective employees of SSWD and CWD to discuss the consolidation proposal;

WHEREAS, the SSWD and CWD General Managers jointly prepared a report, Further Analysis of Combining Carmichael Water District and Sacramento Suburban Water District (Further Analysis Report), that details major aspects of both districts regarding governance, policies and regulations, finance, water rates, employee benefits, water supplies, and that both districts provide the same core service with similar operating criteria and principles which verified that the consolidation would be feasible and provide beneficial opportunities to would-be in the best interests of the customers of SSWD and CWD; and

Commented [JMH1]: This change captures the same intent as the original language. Which proposed wording to accept is a stylistic/policy choice.

WHEREAS, the Board of Directors of SSWD and CWD have reviewed the Further Analysis Report and other information that has been developed during the consolidation investigation process that is referred to above, and approved the Further Analysis Report at the October 24, 2023 Joint Board meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of SSWD as follows:

1. The foregoing recitals are true, represent the findings and independent judgment of the SSWD Board of Directors, and are hereby incorporated by reference.
2. Application is hereby made under the LAFCo Law to the Sacramento Local Agency Formation Commission for the consolidation of SSWD and CWD into a single successor district that shall include the territory presently included within the boundaries of each existing district.
3. The President of the SSWD Board of Directors and the General Manager of SSWD are hereby authorized and directed to complete and execute all documents required in connection with this application, and to do and perform every action necessary to carry out the purposes of this resolution.
4. This application is expressly made subject to the following special terms and conditions, which SSWD requests that LAFCO include within the order approving this consolidation application, the terms and conditions specified in subsections (c) and (d) being made under subdivisions (c), (h), (i), (i), (k), (l), (m), (p), (t), and (v) of Government Code section 56886:
 - a. The effective date of the consolidation shall be following official certification by LAFCo, or as soon as possible thereafter.
 - b. The name of the consolidated district shall be determined by the effective date of the consolidation following official certification by LAFCo and shall be deemed to be formed and to operate under the County Water District Law.
 - c. Upon and after the consolidation, the following conditions shall apply to and bind the Board of Directors of the consolidated district:
 - (1) the following contracts, debts and contingent liabilities of the respective districts, although to be assigned to the consolidated district shall, nonetheless, continue to be the exclusive responsibility of the ratepayers within the respective service areas of SSWD and CWD until paid in full:
 - (i) all bonds, certificates of participation and similar indebtedness, including any refunding thereof,
 - (ii) any other debt respecting real estate (including office buildings and other structures, pump stations and well sites), exclusive of such other debt respecting transmission and distribution system facilities, easements and

Commented [JMH2]: This added reference authorizes the water right provisions added by CWD to Section 4(c). As a result, this insertion is acceptable.

rights-of-way,
(iii) liability respecting any claims that have not been asserted in writing as of the effective date of the consolidation, and
(iv) any contracts, debts or liabilities, contingent or otherwise, specified in essentially parallel resolutions adopted by the Boards of Directors of both districts prior to the effective date of the consolidation; ~~and~~

(2) the following assets of the respective districts, although to be assigned to the consolidated district shall, nonetheless, permanently inure to the exclusive benefit of the ratepayers within the respective service areas of SSWD and CWD: water right Licenses 1387 (A000138) and 8731 (A004743), the equity in real estate (including office buildings and other structures, pump stations and well sites), exclusive of transmission and distribution system facilities, easements and rights-of-way held by the respective districts as of the effective date of the consolidation except for all cash and investments, water sales receivable, and accrued interest receivable attributes to each respective district; ~~and~~

Commented [JMH3]: Okay.

(3) ~~the territory and customers within CWD as of the effective date of the consolidation shall have first priority the exclusive right to the surface water supply made available by and diverted pursuant to the following appropriate water rights: License 1387 (A000138), License 8731 (A004743), and permit 7356 (A012367); and The consolidated district shall not petition to change these rights prevent surface water made available by License 1387, License 8731, and Permit 7356 from flowing out of the territory within CWD and into the territory within SSWD, unless and until the State Water Resources Control Board approves changes in the place of use of any of these rights, and demands of the customers within CWD that can be met with surface water provided by these rights have been met; and~~

Commented [JMH4]: The intent stated here is acceptable as it reflects the discussion at the Mrach 4 2x2 Committee meeting. But the wording is awkward. The intent here is to address the use of surface water that is diverted, treated, and delivered to customers for potable beneficial uses. I recommend that this paragraph be edited to reflect the type of service to be provided.

~~the territory and customers within CWD as of the effective date of the consolidation shall have the first priority to the surface water supply made available by and diverted pursuant to the following appropriate water right: Permit 7356 (A012367), and the consolidated district shall prevent surface water made available by Permit 7356 from flowing out of the territory within CWD and into the territory within SSWD, unless and until all demands of the customers within CWD that can be met with this surface water have been met; and~~

Commented [JMH5]: Okay.

(4) the water production and distribution facilities shall be operated to maximize the use of surface water made available by License 1387, License 8731, and Permit 7356 within the territory in CWD.

Commented [JMH6]: This new paragraph is unclear. Is it intended to refer only to CWD's facilities for the diversion, treatment, transmission, and distribution of surface water, or the consolidated district's combined surface and groundwater facilities?

d. Upon the consolidation and for a period of three years following the effective date of the consolidation, and for so long thereafter as the Board of Directors of the consolidated district shall determine, the following conditions shall apply to and bind the Board of Directors of the consolidated district:

(1) all contracts, debts, and liabilities of the respective districts, including contingent liabilities, other than those identified in or pursuant to section 4(c), although to be assigned to the consolidated district shall, nonetheless, continue to be the exclusive responsibility of the ratepayers within the respective service areas of SSWD and CWD as of the effective date of the consolidation, rather than the consolidated district,

~~(2) previously authorized charges, fees, assessments and taxes of SSWD and CWD, which have been determined by the Boards of Directors of each respective district to properly allocate the costs incurred among its ratepayers, shall continue to be applied within the affected territory of each district, and any changes made to such charges, fees, assessments and taxes shall be governed by the same principles determined by the Board of Directors of each respective district, unless the Board of Directors of the consolidated district specifically determines that different principles shall apply;~~

(3) the funds derived from their respective water systems of SSWD and CWD, respectively, be accounted for separately, so that the ratepayers benefitting from a water system bear the cost of operation, maintenance, repair, replacement, improvement, ~~and bond debt service of that water system,~~

Commented [AF7]: Consider whether these conditions are ones that CWD wants, and if so, whether the three year time horizon for these conditions is appropriate.

Commented [JMH8R7]: Same advice as previously provided by me to both GMs. I assume this draft with CWD counsel comments reflects the CWD Board's consideration of these terms, but the SSWD Board needs to do the same.

Commented [JMH9]: Recommend deleting this added language as redundant. This is already stated above in the preamble of this provision.

Commented [AF10]: Deleted to provide consolidated board flexibility to adjust rates consistent with current law.

Commented [JMH11R10]: I recommend against deleting this paragraph as it is necessary, although it should be revised as it reflects an outdated understanding from the 2002 AWD-NWD consolidation of how Proposition 218 applies to rates of the consolidated district. As discussed with the two GMs previously, under Proposition 218 as it is understood today, there are only two options for rates at consolidation— either temporarily continue existing rates until a new Proposition 218 rate study and hearing process can be conducted, or plan ahead so that the Board of the new district can adopt a single rate schedule for a unified system immediately upon consolidation. Sooner, rather than later, the new district will be required to at least conduct a rate study to ensure that it is properly charging the true costs of service because the new District's cost structure and revenue requirement is likely to be different.

Commented [JMH12]: Again, this is redundant language and recommend it not be accepted.

Commented [AF13]: I suggest deleting this phrase so that there is no conflict with 4c(1)(i), which states that bond debt remain each service area's obligation until paid.

Commented [JMH14R13]: I do not see how this conflicts with the cited paragraph -- this paragraph actually follows the same principle stated in 4(c)(1)(i) and should be retained in context.

Commented [JMH15]: Fix formatting.

- ~~(4)~~(2) the territory within CWD as of the effective date of the consolidation shall be designated the “Carmichael Service Area” following the consolidation;
- ~~(5)~~(3) the territory within SSWD as of the effective date of the consolidation shall be designated the “Sacramento Suburban Service Area” following the consolidation; and
- ~~(6)~~(4) the Board of Directors of the consolidated district shall determine from time to time which funds derived from the operation of the Carmichael Service Area water system and the Sacramento Suburban Service Area water system shall be used to pay the cost of administration of the consolidated district, and other costs of activities of the consolidated district that benefit the consolidated district as a whole.
- e. Subject to the foregoing, all assets, revenues, funds on deposit, rights and liabilities under contracts, liabilities for payment of principal and interest on contractual obligations for real property, furnishings and equipment, operating expenses, supplies, licenses and permits, and any contingent liabilities for existing civil litigation shall accrue to the consolidated district.
- f. The Board of Directors of the consolidated district shall appoint a permanent General Manager under an employment agreement approved by the Board of Directors of the consolidated district as promptly as possible after LAFCo records the Certificate of Completion finalizing the consolidation.
- g. As of the effective date of the consolidation, all of the respective employees of SSWD and CWD shall become employees of the consolidated district. To the extent practical, every attempt will be made to maintain such employees in the same or similar positions of authority and responsibility with the consolidated district. The compensation, benefits and other terms and conditions of employment of all of the respective employees of SSWD and CWD shall not be reduced by virtue of their becoming employees of the consolidated district. These provisions shall not limit the authority of the General Manager of the consolidated district to exercise his/her discretion with respect to rights of assignment, transfer, discipline, and discharge of employees in accordance with the County Water District Law and other provisions of law. Notwithstanding the foregoing, SSWD and CWD agree that the consolidated district will honor any remaining term in the union contract for the existing unionized employees of CWD. Once any remaining term expires, the existing unionized employees of CWD are not guaranteed to remain unionized, and any determination as to whether the consolidated district will have union employees will be subject to a post-consolidation vote of all rank and file employees who might potentially be part of a represented class of employees.

Commented [JMH16]: Were these changes vetted with CWD’s labor counsel? The proposed edits seem okay on their face, but we should make sure that these edits are not creating any legal problems.

But whether this proposed change is acceptable to the SSWD Board is a potentially significant policy issue because the board and management of the consolidated district would be dealing with a dual rank and file labor system for at least a couple of years after consolidation. That dual system is likely to add complications to integrating SSWD’s and CWD’s workforces. I also question, even if this arrangement is technically legal and the consolidated district could require an election at the expiration of the existing CWD MOU, if this proposed temporary continuation gives the CWD union members at least an equitable argument that they have a right to continue the union, and even expand it to all potentially-represented employees after the existing MOU expires. I recommend that the District consult with Michael Youril at LCW about these issues before the Board decides whether to accept or reject this change. I am happy to work with Michael on this issue.

Assuming that the proposed edits are legally proper and acceptable to the SSWD Board, is “union contract” the correct term, or is it a MOU? If these edits are accepted, the actual document title should be inserted to eliminate any doubt. Also, the existing MOU’s expiration date should be stated.

h. As of the effective date of the consolidation, the current employees of SSWD shall continue to be covered by the SSWD CalPERS retirement program and the current employees of CWD shall continue to be covered by the CWD CalPERS retirement program unless CalPERS requires otherwise. The Board of Directors of the consolidated district may propose a unified retirement plan to all employees, subject to compliance with all applicable legal requirements governing any change in public employee retirement plans.

Commented [JMH17]: Okay.

i. In accordance with the provisions of Water Code sections 21552.1 and 30500.1 and subsection (n) of Government Code 56886, the composition and election of the Board of Directors of the consolidated district shall be as follows:

(1) The initial Board of Directors of the consolidated district shall consist of eleven members, composed of the existing five members of the Board of Directors of SSWD and the existing five members of the Board of Directors of CWD, each of whom shall serve the same term of office that they were serving as of the effective date of the consolidation. The eleventh seat on the Board of Directors of the consolidated district will be vacant. The Board of Directors of SSWD and CWD recommends that the Board of Directors of the consolidated district vote to eliminate the eleventh seat on the Board as provided in subdivision (c) of both Water Code sections 21552.1 and 30500.1. Board of Directors of the consolidated district shall be elected by and from divisions, as set forth below.

Commented [JMH18]: Okay.

(2) Consistent with Water Code section 30500.1, subdivision (b), ~~the~~ number of seats on the Board of Directors shall be reduced to the permanent size of seven in the general district election of the consolidated district to be held in November 2026.

Commented [JMH19]: Okay.

(3) The Board of Directors of the consolidated district shall be elected by and from divisions within the consolidated district without an incumbent at the general district election in 2026 provided that: ~~if in the event that~~ there is a delay in the effective date of the consolidation that prevents the Board of Directors of the consolidated district from establishing the boundaries of divisions in time to provide the notice required by Elections Code section 10522 (125 days prior to the general district election), then and by and from divisions at the general district election in 2028.

Commented [JMH20]: What is the intent of this edit? If an incumbent would otherwise be up for election in 2026, they get a pass on having to run and just get appointed even if they are in a new division? This needs further discussion.

Commented [JMH21]: Okay.

Commented [JMH22]: Okay.

jk. Adoption of this resolution of application shall be subject to the adoption of a resolution in substantially the same form by the Board of Directors of CWD.

5. This Resolution shall take effect as of TBD.

5-6. SSWD and CWD will staffs shall prepare an application for consolidation that is consistent with the terms of this resolution, which is intended to be part of that application.

~~This resolution stands as part of the application package for consolidation made under LAFCo law. SSWD and CWD will prepare an application for consolidation that is consistent with the terms of this resolution. The Boards of Directors of SSWD and CWD will separately review and consider approving of their application package prior to its submittal to Sacramento LAFCo.~~

Commented [JMH23]: This added provision is acceptable with the additional edits shown.

PASSED AND ADOPTED by the Board of Directors of the Sacramento Suburban Water District on the XXth day of MONTH, 2024, by the following vote:

AYES:
NOES:
ABSENT:

By: _____
Kevin Thomas
President, Board of Directors
Sacramento Suburban Water District

I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of Directors of Sacramento Suburban Water District at a regular meeting hereof held on the XXth day of MONTH, 2024.

(SEAL)

By: _____
Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 8

Date: March 18, 2024

Subject: RiverArc Project

Staff Contact: Matt Underwood, Assistant General Manager

Recommended Board Action:

Receive update on the District's potential participation in the RiverArc Project for diversion of water from the Sacramento River and direct staff as appropriate.

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.

At the February 26, 2024, regular Board meeting, the RiverArc Project Team provided a presentation to further inform the Board about the project and address any questions. The Board directed staff to continue moving forward and to present additional information to the Board as it becomes available.

Discussion:

Staff met with the RiverArc Project Team on March 4, 2024, to discuss potential participation in the project.

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. 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.

A decision regarding participation in the environmental documentation is needed by June 30, 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

RiverArc Project

March 18, 2024

Page 2 of 2

environmental and early design scope. The approximate buy-in amount is \$1,000,000. \$100,000 would be due in July 2024. The remaining \$900,000 would be due July 2025.

The RiverArc Project Team provided high-level cost estimates for treated water delivery capacity if the District decided to participate in Phase 1. Actual costs will depend on Phase 1 capacity and the number of project partners. Costs are listed in the Fiscal Impact section below.

Fiscal Impact:

The cost to participate in RiverArc is highly dependent on the participation level of the District.

Participation in Phase 1 Planning (permitting, environmental, and initial design) would cost approximately \$1,000,000.

Participation in Phase 1 Procurement, Design, and Construction would cost approximately \$80,000,000 for 10 million gallons per day of capacity, and approximately \$144,000,000 for 20 million gallons per day of capacity.



Agenda Item: 9

Date: March 18, 2024

Subject: Reservoir and Booster Pump Station Asset Management Plan – Status Update

Staff Contact: Howard Moreland, Production Superintendent

Recommended Board Action:

Receive presentation and direct staff as appropriate.

Background:

The Board adopted a *Reservoir and Booster Pump Station Asset Management Plan (Plan)* on September 19, 2011. It was anticipated that the Plan would be amended periodically as it was recognized that new information would be made available through scheduled inspections and maintenance activities that could alter priorities.

Discussion:

Summary

Implementation Status:	On-Track
Last Update:	2011
Planned Update:	Updating the Plan has been deferred until the resolution of the Combination Study with Carmichael Water District

The Plan can be accessed here:

<https://www.sswd.org/home/showpublisheddocument/863/636433342373700000>

Implementation

Implementation is on-track.

Inspection:

The District’s 31 reservoirs and tanks are divided into a 3-year inspection cycle:

- In CY2023, seven hydro-pneumatic tanks, two elevated water storage tanks, and one water treatment tank were scheduled for inspection.
 - All 10 inspections were completed as scheduled.
- In CY2024, eight hydro-pneumatic tanks and two water storage reservoirs are scheduled for inspection.
 - Inspections are planned to be completed by the end of 2024.

Reservoir and Tank Recoating:

- The Watt/Elkhorn reservoir is scheduled to be recoated in CY2025. Design and preparation of plans and specifications for the recoating project was included in the CY2024 budget and this project is underway. This work is anticipated to be completed in Q3 of CY2024.

Booster Pumps:

The District's 32 booster pumps (pumps) have a 7-year inspection cycle.

As reported at the August 2023 regular Board Meeting, the inspections were not on-track. Subsequently, a three-year catch-up plan was developed:

- In the winter of 2023/24, the first 11 pump inspections were completed, as planned.
- Over the next two winter seasons the remaining 21 pumps are scheduled to be inspected.

Next AMP Update

As discussed with the Board previously, updating the Plan has been deferred until the resolution of the Combination Study (Study) with Carmichael Water District. The drivers of this approach are that (a) combining with CWD would most likely require an update of the AMP given CWD's assets in this category; and (b) the District's reservoirs and associated pump stations are under no stressors driving an expedited update of this AMP.

Upon conclusion of the Study, staff plans to retain the services of a subject matter expert (consultant). The District's Mission Statement and Values contribute to staff's plan to utilize a consultant.

- **Mission Statement:** With increased cost in every aspect of construction, receiving an outside recommendation (from a consultant) will provide supporting direction on how the District should consider maintenance activities for Reservoirs and Booster Pump Stations, contributing to SSWD's ability to provide water at the lowest responsible water rate.
- **Value:** This AMP update will be a major work product that would benefit from internal and external collaboration with a consultant, who has increased knowledge on the ever-changing and evolving asset management field.
- **Value:** Having the support of a consultant will allow staff to continue to execute CIP projects more efficiently, thereby continue to provide superior customer service as we strive to meet our CIP goals.

Anticipating resolution of the Study in 2024, it is anticipated that staff will begin soliciting consultant interest in the AMP update project as early as the mid-2025 time frame with the intent to have a consultant under contract in early 2026 so as to provide maximum time in the year with a goal to complete the project in early 2027.

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

Goal C: Ensure Fiscal Responsibility and Affordable Rates



Agenda Item: 10

Date: March 18, 2024

Subject: General Manager’s Report

Staff Contact: Dan York, General Manager

a. LAFCo Municipal Services Review

Municipal Service Reviews and Sphere of Influence (MSR) are a comprehensive study designed to better inform LAFCo about the provision of municipal services provided to the community. MSRs attempt to capture and analyze information about the governance structures and efficiencies of service providers. The MSR addresses growth, determination of adequate supplies, infrastructure replacement, rates, opportunities for shared resources, and transparency. An MSR evaluates the structure and operation of the local municipalities, service areas, and special districts and discusses possible areas for improvement and coordination.

LAFCo requires completion of a MSR at least every ten years. However, LAFCo also requires completion of a MSR when agencies are considering combining into one organization.

In 2020, SSWD was tasked by LAFCo to provide a draft MSR update from the previously approved 2011 MSR. The draft MSR was presented to LAFCo to be considered by the Commission members in February 2021 and the Commission accepted LAFCo staff’s recommendation to receive and file the MSR in April 2021.

Due to Combination Discussions with Carmichael Water District, SSWD provided LAFCo with an amended MSR in September 2022. Subsequently, staff was informed by the LAFCo Executive Director that the MSR accepted by the LAFCo Commission in March 2021, was not at the level preferred when it pertains to Combination Discussions. Therefore, the LAFCo Executive Director requested that SSWD complete an up-to-date MSR conducted by a neutral consultant. The LAFCo Executive Director entered into an agreement with Plan West Partners (PWP) to conduct SSWD’s MSR.

The LAFCo Commission approved the District’s MSR on March 6, 2024. The LAFCo Commission did not receive any comments/questions. The link to the MSR is listed below:

https://saclafco.saccounty.gov/MunicipalServiceReviews/Documents/Water%20Districts/Sac%20Suburban%20WD%20MSR-SOI_Final.pdf



Agenda Item: 11

Date: March 18, 2024

Subject: Groundwater Well Status Report

Staff Contact: Tommy Moulton, Senior Project 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.

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.

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.

Capacity Adjustment – Used to account for the net change in groundwater supply capacities identified during annual well efficiency testing.

Groundwater Supply Capacity Adjustments

The District performs annual well efficiency testing to monitor well performance. The capacity measured from these tests impacts all supply capacity information provided in this report.

To ensure that this report reflects the most accurate information, a "Capacity Adjustment" will be added to the "Summary of Change in Well Status" tables in Section B following completion of the efficiency testing.

Note: This may result in a discrepancy (an apparent inconsistency) in the total off-line capacity between this report and the prior month's report.

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*).

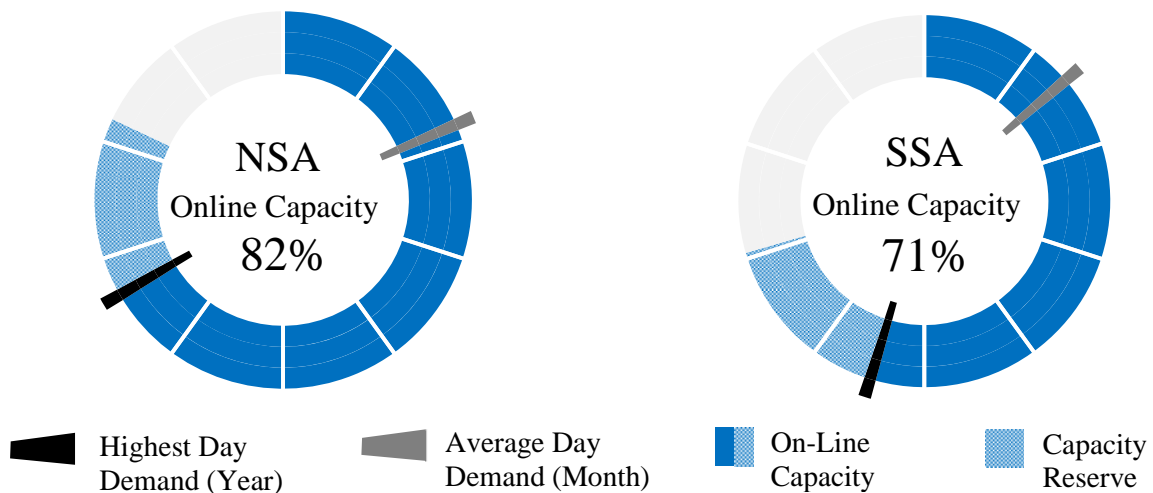
Table 1. Status Summary of Groundwater Supply Capacity by Service Area

Area	Groundwater Supply Capacity			Demand Projection (MGD)	
	Active (MGD)	On-Line (MGD)	On-Line (%)	Average Day (Month)	Highest Day (Year)
NSA	56.5	46.4	82%	10.4	37.6
SSA	56.0	39.6	71%	7.6	30.4
Total	112.5	86.0	76%	18.0	66.6

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: 7,100 gpm / 10.1 MGD
(7,000 gpm last report)

Summary of Change in Well Status		
<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
Capacity Adjustment	n/a	(100)
Net Change in Capacity:		(100)

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 were replaced.

Project Phase: HP tank has been replaced. Well has been cleaned, and new pump and new motor were installed. Discharge pipe modifications are underway.

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 have significant uncertainty as to successful outcome. As such, the probability of inactivation is higher for wells in this category.
- Wells in this category tend to require significant downhole modifications, chemical rehabilitation, and/or treatment plants. As a result, in almost all cases these projects have a much greater duration.

In-Progress Projects: 5,100 gpm

N6A Palm

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

Reason: Bacteriological

Project Phase: Well disinfection and treatment plant conditioning complete.
Replacement Flowmeter parts on order.

Contractor: McCrometer

Expected Completion: April 2024

N8 Field

Capacity / Status: 1,200 gpm / Off-line 5/2/2023

Reason: Bacteriological (initially) and Manganese (recently)

Project Phase: Bacteriological issue resolved. Additional water quality testing being scheduled.

Expected Completion: June 2024

N20 Cypress

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

Reason: Manganese

Project Phase: Packer installation and additional water quality testing.

Expected Completion: June 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.

N23A Freeway

Capacity / Status: 1,100 gpm / Off-line 7/6/2023

Reason: Bacteriological

Project Phase: Disinfection with a more aggressive chlorination treatment.

Expected Completion: April 2024

Planned Projects: 1,100 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: August 2024

Expected Completion: October 2024

COMPLETED PROJECTS

Restored Capacity: 0 gpm

None

SOUTH SERVICE AREA

Total Active capacity off-line for listed projects: 11,400 gpm / 16.4 MGD
(13,200 gpm last report)

Summary of Change in Well Status

<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
28 Red Robin/Darwin	On	900
55A Stewart/Lynndale	Off	(1,900)
73 River Walk/NETP South	On	3,100
Capacity Adjustment	n/a	0
Net Change in Capacity:		2,100

CONDITION ASSESSMENT AND INVESTIGATIVE PROJECTS

In-Progress Projects: 3,300 gpm

32A Eden/Root

Capacity / Status: 1,400 gpm / Off-line 12/21/2023

Reason: Failed treatment plant valve

Project Phase: Replacement parts on order. Treatment vessel conditioning will be required after the parts are replaced.

Expected Completion: May 2024

55A Stewart/Lynndale

Capacity / Status: 1,900 gpm / Off-line 2/26/2024

Reason: Failed main breaker and motor saver. This is an existing 4-wire service.

Contractor: A.I. Electric

Project Phase: Replacement main breaker and motor saver on order

Expected Completion: April 2024

Planned Projects: 0 gpm

None. See Section C for proactive projects.

REPAIR AND REHABILITATION PROJECTS

<i>In-Progress Projects:</i>	1,800 gpm
<u>35 Ulysses/Mercury</u>	
<i>Capacity / Status:</i>	800 gpm / Off-line 6/7/2023
<i>Reason:</i>	Electrical service failure
<i>Contractor:</i>	Frisch Engineering (design); KPM (construction)
<i>Project Phase:</i>	Scoping/contracting with designer for repairs necessary for reactivation using the existing 3-wire power supply
<i>Expected Completion:</i>	September 2024
<u>41 Albatross/Iris</u>	
<i>Capacity / Status:</i>	500 gpm / Off-line 11/5/2018
<i>Reason:</i>	Electrical power supply line replacement
<i>Contractor:</i>	Auburn Constructors
<i>Project Phase:</i>	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.
<i>Expected Completion:</i>	May 2024 (based on SMUD anticipated schedule to install new power pole and conductors, and Tesco field testing)
<u>60 Whitney/Concetta</u>	
<i>Capacity / Status:</i>	500 gpm / Off-line 5/13/2021
<i>Reason:</i>	Motor failure and pump worn out, and pump station improvements.
<i>Project Phase:</i>	Remaining parts on order.
<i>Expected Completion:</i>	May 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. Upgrading service from 3- to 4-wire).
Since this project has made significant progress towards upgrading to a 4-wire service, staff has decided to stay on this path rather than changing to a simpler 3-wire reactivation project. This is in keeping with the strategy to proactively upgrade existing 3-wire services to 4-wire services when practical to do so.
Project Phase: Plan has been approved by SMUD
In work queue for construction of upgraded electrical lines
Tentative Start: May 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: August 2024
Expected Completion: September 2024

HYDRO-PNEUMATIC TANK PROJECTS

In-Progress Projects: 0 gpm

None

Planned Projects: 1,100 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:

200 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:

October 2024

Expected Completion:

November 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: 4,000 gpm

28 Red Robin/Darwin

Capacity / Status: 900 gpm / Off-line 9/21/2020

Reason: Capacity loss (pump breaking suction)

Resolution: Well cleaned and pump replaced. Production capacity restored to 900 gpm (300 gpm improvement).

73 River Walk/NETP South

Capacity / Status: 3,100 gpm / Off-line 1/26/2024

Reason: Motor failure

Resolution: No equipment failures found. Power analyzer installed to monitor incoming power.

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: 3,600 gpm

56A Fairbairn/Karl

Capacity 2,100 gpm

N5 Hillsdale

Capacity 700 gpm

N22 River College

Capacity 800 gpm

SOUTH SERVICE AREA

Planned Projects: 4,800 gpm

25 Thor/Mercury
Capacity 400 gpm

33A Auburn/Norris
Capacity 2,100 gpm

74 Riverwalk/NETP South
Capacity 2,300 gpm



Agenda Item: 12

Date: March 18, 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 78 Butano / Cottage	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	Complete	n/a
	FACILITY COMMISSIONING		
	Start	End	Notes
	May 2023	March 2024	No Change

Comment: The facility is fully operational and has been pumping into the distribution system since early December 2023.

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

Wells 81, 82, and 83 Antelope North / Poker	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<u>Production Wells</u>		
	Complete	Complete	n/a
	<u>Pump Station</u>		
	Complete	March 2026	No Change
	FACILITY COMMISSIONING		
	Start	End	Notes
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	
	<u>Production Well</u>		
	Complete	Complete	n/a
	<u>Pump Station</u>		
	Complete	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 (see Note 1)	March 2024	See Note 2	Construction schedule under review by City
MBP Dudley Peacekeeper Main Replacement	September 2024	2025	No Change
MBP Dudley Dudley Main Replacement	October 2024	2025	No Change

Note 1. This is a City of Sacramento (City) project to replace an Auburn Boulevard bridge over Arcade Creek. Design for the water line was contracted by the District with City’s consultant and is managed by the District. Construction of the entire project, including the District’s water line, is contracted with and managed by City. The District will be reimbursing City for costs related to the water line replacement.

Note 2. Construction was originally planned to occur in 2024. City has informed the District that construction will likely occur in 2025, however no schedule has been developed yet.

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.

B. 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.

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.

Staff have initiated contact with upper management at Tesco in an attempt to improve communication and response.

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: 13

Date: March 18, 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 January 31, 2024.

- Draft - Financial Statements – January 2024
- Draft - Budget to Actual Reports – January 2024

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 – January 2024

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.

	Draft - Statement of Net Position		
	Year-To-Date	Year-To-Date	Variance
	1/31/2024	1/31/2023	
LIQUIDITY	\$10,905,597.13	10,992,757.00	(87,159.87)
INVESTMENT	35,368,869.53	37,465,845.69	(2,096,976.16)
CAPITAL ASSETS	338,164,751.96	323,443,958.54	14,720,793.42
DEBT	49,151,867.02	54,849,849.90	(5,697,982.88)
NET POSITION	325,627,211.33	303,665,895.98	21,961,315.35

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

	Year-To-Date 1/31/2024	Year-To-Date 1/31/2023	Variance
Operating Revenue	3,916,599.35	3,210,435.24	706,164.11
Operating Expense	(1,363,573.85)	(1,094,578.76)	(268,995.09)
Other, Net	(1,175,954.64)	(906,306.38)	(269,648.26)
NET INCOME	1,377,070.86	1,209,550.10	167,520.76

Key information from this report indicates that combined the District’s cash balance is \$0.1 million less, and investments are \$2.1 million less than on January 31, 2023; long-term debt has decreased by \$5.7 million; and net position has increased by \$22.0 million in the last 12 months as the District continues to invest in capital infrastructure replacements while decreasing its outstanding debt. Operating revenues increased \$0.7 million, operating expenses increased \$0.3 million and other, net expenses increased \$0.3 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 a change in billing method. Starting January 1, 2024, all accounts are billed once per month on or around the 5th day instead of billing four billing cycles throughout the month. Previously, one billing cycle was billed in the following month. The year-over-year operating expense increase of \$0.4 million is primarily due to limited available surface water during the first month of previous year while full surface water was available this year, and timing differences. Other, net expenses increased \$0.3 million net from 2023 primarily related to the net decrease in investment income and unrealized gains of the investment portfolio from the previous year.

Budgets:

Budget Item	Actual Amount YTD	Adjusted Budget Amount YTD	Variance YTD
Revenues and Sources of Funds	4,000,448	4,036,033	(35,585)
Operations and Maintenance	1,363,574	2,307,836	(944,262)
Capital Expenditures *	741,451	2,723,120	(1,981,670)
Debt Service	165,333	165,417	(84)

*Capital budget includes rollover budget from previous years.

The District’s revenues for January 2024 came in close to the approved budget.

The District’s operating and maintenance expenditures as of January 31, 2024, came in less than the approved budget by \$0.9 million. Most of this positive variance is due to timing differences.

The District’s Capital Improvement Program (CIP) budget for 2024 is \$25.5 million plus \$3.4 million in rollover funds from previous years’ budgets for a total of \$28.9 million. As of January

31, 2024, \$0.7 million has been spent while an additional \$17.5 million is under commitment. Expenditures continue to be primarily in new well construction, well rehabilitation, and distribution system replacements.

The District's Operating Capital Program (OCP) budget for 2024 is \$3.1 million plus \$0.7 million in rollover funds from previous years' budgets for a total of \$3.8 million. As of January 31, 2024, approximately \$20,000 has been spent while an additional \$0.6 million is under commitment.

Scheduled 2024 principal payments of \$5.0 million are not due until the end of October 2024. Total principal outstanding as of January 31, 2024, is \$49.2 million. The District's debt service budget for 2024 is \$7.0 million consisting of \$5.0 million for principal and \$2.0 for interest payments. Interest payments are in line with the 2024 budget.

Attachments:

1. Draft Financial Statements – January 31, 2024
2. Draft Budget to Actual Reports – January 31, 2024

**Draft - Financial Statements
January 31, 2024**

**Sacramento Suburban Water District
Balance Sheet**

As Of	<u>Month End</u> <u>1/31/2024</u>	<u>Month End</u> <u>1/31/2023</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$10,905,597.13	\$10,990,398.16
Restricted Cash and cash equivalents	15,624.14	2,358.84
Accounts receivable, net of allowance for uncollectible accounts	6,241,957.09	2,677,157.30
Interest receivable	122,078.84	113,434.88
Grants receivables	4,854,201.17	
Other receivables		1,797,583.39
Inventory	882,331.09	925,115.96
Prepaid expenses and other assets	1,405,150.83	1,207,242.95
TOTAL CURRENT ASSETS	24,426,940.29	17,713,291.48
NONCURRENT ASSETS		
Investments	35,368,869.53	37,465,845.69
TOTAL NONCURRENT ASSETS	35,368,869.53	37,465,845.69
Property, plant and equipment	576,439,805.08	548,679,166.01
Accumulated depreciation	(238,275,053.12)	(225,235,207.47)
TOTAL CAPITAL ASSETS	338,164,751.96	323,443,958.54
TOTAL ASSETS	397,960,561.78	378,623,095.71
DEFERRED OUTFLOWS OF RESOURCES		
Deferred amount on long-term debt refunding	3,091,067.07	4,049,545.47
Pension contribution subsequent to measurement date	4,833,965.00	4,842,834.00
Other post-employment benefits	1,124,093.00	1,300,500.00
Deferred outflow of Asset Obligation	1,258,538.87	981,339.87
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	408,268,225.72	389,797,315.05
LIABILITIES		
CURRENT LIABILITIES		
Current portion of long-term debt and capital leases	5,010,000.00	4,910,000.00
Current portion of Compensated Absences	1,200,000.00	1,000,000.00
Accounts payable	2,268,209.06	766,916.68
Accrued interest	495,998.01	521,223.06
Deferred revenue and other liabilities	3,688,989.67	3,761,978.16
Accrued expenses	598,212.04	449,053.45
TOTAL CURRENT LIABILITIES	13,261,408.78	11,409,171.35
NONCURRENT LIABILITIES		
Long-term debt	44,141,867.02	49,939,849.90
Compensated absences	168,784.59	356,192.82
Net pension liability	13,884,790.00	12,721,219.00
Net other post-employment benefits liability	3,077,711.00	3,139,340.00
Asset Retirement Obligation	5,454,858.00	5,133,984.00
TOTAL NONCURRENT LIABILITIES	66,728,010.61	71,290,585.72
TOTAL LIABILITIES	79,989,419.39	82,699,757.07
DEFERRED INFLOWS OF RESOURCES		
Employee pensions	409,458.00	705,650.00
Other post-employment benefits	2,242,137.00	2,726,012.00
NET POSITION		
Invested in capital assets, net of related debt	270,541,612.06	270,541,612.06
Restricted	2,358.84	2,358.84
Unrestricted	55,083,240.43	33,121,925.08
TOTAL NET POSITION	325,627,211.33	303,665,895.98
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	408,268,225.72	389,797,315.05

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

	Year-To-Date	Year-To-Date
	1/31/2024	1/31/2023
OPERATING REVENUES		
Water consumption sales	\$ 770,471.98	\$ 744,608.03
Water service charge	3,094,743.96	2,410,114.85
Wheeling water charge	(2,210.53)	247.05
Other charges for services	53,593.94	55,465.31
TOTAL OPERATING REVENUES	3,916,599.35	3,210,435.24
OPERATING EXPENSES		
Source of supply	189,958.33	62,573.28
Pumping	269,990.50	173,677.16
Transmission and distribution	234,524.96	240,855.33
Water conservation	40,170.82	27,254.95
Customer accounts	44,016.94	77,286.20
Administrative and general	584,912.30	512,931.84
TOTAL OPERATING EXPENSES	1,363,573.85	1,094,578.76
Operating income before depreciation	2,553,025.50	2,115,856.48
Depreciation and amortization	(1,170,007.00)	(1,145,668.42)
OPERATING INCOME	1,383,018.50	970,188.06
NON-OPERATING REV. (EXP.)		
Rental income	23,575.69	22,111.60
Interest and investment income	132,267.38	388,881.51
Interest expense and debt related costs	(179,540.63)	(187,948.96)
Other non-operating revenues	17,749.92	16,308.84
Other non-operating expenses	9.05	9.05
NON-OPERATING REV. (EXP.)	(5,947.64)	239,362.04
NET INCOME (LOSS) BEFORE CAPITAL	1,377,070.86	1,209,550.10
CAPITAL CONTRIBUTIONS	-	-
CHANGE IN NET POSITION	1,377,070.86	1,209,550.10
Net position at beginning of year	324,250,140.47	302,456,345.88
NET POSITION AT END OF PERIOD	\$ 325,627,211.33	\$ 303,665,895.98

**Draft - Budget to Actual Reports
January 31, 2024**

Sacramento Suburban Water District
Capital Budget
1/31/2024

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	\$4,723,000.00	\$4,631,000.00	\$414,274.29	\$5,045,274.29	\$21,375.00	\$21,375.00	\$452,929.71	\$4,570,969.58
CIP-SCADA/Com. Improv	-	\$100,000.00	\$156,976.56	\$256,976.56	\$4,409.00	\$4,409.00	\$177,173.44	\$75,394.12
CIP-Well New Construction	\$15,302,000.00	\$15,302,000.00	\$2,577,587.09	\$17,879,587.09	\$632,958.88	\$632,958.88	\$15,920,501.09	\$1,326,127.12
CIP-Trans & Dist Improvements	\$1,650,000.00	\$1,650,000.00	\$203,431.02	\$1,853,431.02	\$5,606.80	\$5,606.80	\$392,472.40	\$1,455,351.82
CIP-Reservoir/Tank Improv	\$980,000.00	\$980,000.00	\$101,983.63	\$1,081,983.63	-	-	\$419,908.09	\$662,075.54
CIP-Corrosion Control	\$120,000.00	\$120,000.00	-	\$120,000.00	-	-	-	\$120,000.00
CIP-Valve/Hydrant/Service Repl	\$700,000.00	\$700,000.00	-	\$700,000.00	\$48,961.00	\$48,961.00	\$98,074.00	\$552,965.00
CIP-Large Meter Replacement	\$85,000.00	\$85,000.00	-	\$85,000.00	-	-	\$73,950.00	\$11,050.00
CIP-Meter Replacement PM	\$300,000.00	\$300,000.00	-	\$300,000.00	\$8,195.40	\$8,195.40	\$10,000.00	\$281,804.60
CIP-Special Projects	\$95,000.00	\$95,000.00	\$778.81	\$95,778.81	-	-	\$528.57	\$95,250.24
CIP-Water Related Street Imprpv	\$1,500,000.00	\$1,500,000.00	-	\$1,500,000.00	-	-	-	\$1,500,000.00
CIP Subtotal	\$25,455,000.00	\$25,463,000.00	\$3,455,031.40	\$28,918,031.40	\$721,506.08	\$721,506.08	\$17,545,537.30	\$10,650,988.02
OCP - Fleet & Facilities	\$60,000.00	\$60,000.00	\$17,000.00	\$77,000.00	-	-	-	\$77,000.00
OCP - Information Technology	\$1,487,000.00	\$1,387,000.00	\$7,910.50	\$1,394,910.50	-	-	\$9,864.50	\$1,385,046.00
OCP - Maintenance	\$606,000.00	\$606,000.00	\$130,000.00	\$736,000.00	-	-	\$10,848.00	\$725,152.00
OCP - Operations	\$902,000.00	\$994,000.00	\$217,731.33	\$1,211,731.33	\$19,944.53	\$19,944.53	\$196,290.89	\$995,495.91
OCP - Property Acquisition	-	-	\$339,771.03	\$339,771.03	-	-	\$339,232.03	\$539.00
OCB Subtotal	\$3,055,000.00	\$3,047,000.00	\$712,412.86	\$3,759,412.86	\$19,944.53	\$19,944.53	\$556,235.42	\$3,183,232.91
Total	\$28,510,000.00	\$28,510,000.00	\$4,167,444.26	\$32,677,444.26	\$741,450.61	\$741,450.61	\$18,101,772.72	\$13,834,220.93

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

	1/31/2024 - YTD			2024
	Actual	Budget	Variance	Annual Budget
REVENUES				
Water consumption sales	\$770,471.98	\$767,000.00	\$3,471.98	\$16,582,000.00
Water service charge	3,094,743.96	3,094,333.00	410.96	37,132,000.00
Wheeling water charge	(2,210.53)	31,250.00	(33,460.53)	375,000.00
Other charges for services	53,593.94	82,750.00	(29,156.06)	993,000.00
Capacity fees				1,000,000.00
Interest and investment income	42,523.24	44,000.00	(1,476.76)	530,000.00
Rental & other income	41,325.61	16,700.00	24,625.61	200,000.00
Grant income				14,710,000.00
TOTAL REVENUES	4,000,448.20	4,036,033.00	(35,584.80)	71,522,000.00
EXPENSES				
Board of Directors	7,868.14	33,069.39	25,201.25	150,832.68
Administrative	203,786.57	232,197.83	28,411.26	2,803,219.96
Finance	67,332.35	113,017.78	45,685.43	1,361,285.19
Customer Services	43,078.94	142,685.55	99,606.61	1,712,226.60
Field Operations	36,761.26	50,683.17	13,921.91	608,206.16
Production	422,021.64	754,822.32	332,800.68	8,914,861.04
Environmental Compliance	37,927.19	91,732.08	53,804.89	1,100,784.96
Distribution	137,583.53	248,265.52	110,681.99	2,979,182.48
Field Services	96,941.43	140,190.72	43,249.29	1,682,285.01
Maintenance	22,324.77	65,609.97	43,285.20	787,319.64
Water Conservation	40,170.82	57,389.32	17,218.50	865,822.84
Engineering	89,478.01	147,571.28	58,093.27	1,770,855.36
GIS/CAD	32,495.91	41,470.40	8,974.49	499,532.80
Human Resources	21,033.55	39,963.26	18,929.71	479,574.12
Information Technology	103,831.74	126,130.10	22,298.36	1,513,561.16
Community Outreach	938.00	23,037.00	22,099.00	276,450.00
TOTAL OPERATING EXPENSES	1,363,573.85	2,307,835.69	944,261.84	27,506,000.00



Agenda Item: 14

Date: March 18, 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

	February 2024	Monthly Average CY 2024	Total CY 2024	Total # in System	Goal CY 2024	% of Goal Completed in CY 2024
Preventive Maintenance Program - Distribution						
Fire Hydrants Inspected	155	146	291	6490	1298	22%
Fire Hydrant Valves Inspected	133	121	241	5869	1174	21%
Mainline Valves Inspected	171	201	402	11255	2251	18%
Blow Off Valves Inspected	28	19	38	1049	210	18%
ARV/CARV Inspected	1	1	1	283	57	2%
Preventive Maintenance Program - Meters						
Meters Tested (3 - 10 inch)	38	31	62	450	120	52%
Meters Replaced (⁵ / ₈ - 1 inch)	-	1	2	41167	826	0%
Meter Re-Builds (1 ¹ / ₂ - 2 inch)	25	32	63	2449	245	26%
AMI Collectors Inspected	-	-	-	9	9	0%
Preventive Maintenance Program - Production						
Air Release Valves	-	-	-	96	32	0%
Chemical Systems - Sodium Hypochlorite	6	6	12	71	71	17%
Chemical Systems - Hydrofluorosilicic Acid	-	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	11	15	29	49	49	59%
Level Transducers	1	2	3	35	35	9%
Motors (Vertical Turbine)	-	3	6	82	82	7%
Pressure Transducers	12	12	24	95	95	25%
Sumps and Associated Pumps	11	6	12	19	19	63%
	February 2024	Monthly Average	YTD Completed	Total With GPS	Total Assets	Percentage Completed
Global Positioning System						
GPS Coordinates Marked	2479	1745	3489	25945	84541	31%

	February 2024	Monthly Average CY 2024	Total CY 2024
Service Requests			
Main Leaks	5	4	7
Service Line Leaks	1	5	10
Customer Pressure Inquiries	7	7	14
Water Main Shutdown			
-- Unscheduled	6	6	11
-- Scheduled	2	6	11
After Hours Activity (On-Call Technician)			
Calls Received Distribution	43	41	81
Calls Responded Distribution	25	23	46
Calls Received Production	28	26	52
Calls Responded Production	4	4	7
Water Quality			
Complaints	-	1	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

No new claims filed in February.

3. Customer Service Monthly Activity Report

	Total Calls	Calls Abandone	% of Calls Abandoned	Avg. Wait on Queue	Max. Wait on Queue	Avg. Talk Time
February	1554	18	1.16%	15s	5m, 24s	3m, 18s
January	2043	25	1.22%	15s	5m, 39s	2m, 43s
December	1396	12	0.86%	15s	5m, 28s	2m, 46s
November	1446	14	0.97%	15s	6m, 52s	2m, 54s
October	1721	18	1.05%	13s	5m, 14s	3m, 7s
September	1864	29	1.56%	21s	6m, 31s	3m, 11s

4. Community Outreach Report

Bill Insert

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

00293668



H₂O on the GO

April 2024



Check Your Sprinklers in Honor of Earth Day

In honor of Earth Day (Monday, April 22nd), why not make sure your sprinkler system is working properly? Here are some easy steps to follow:

Inspect: Check your sprinklers one zone at a time for problems, such as broken or clogged sprinkler heads. Just one broken sprinkler can waste over 4,000 gallons of water a month.

Connect: After you run your sprinklers, check your yard for soggy spots or pools of water, these could be a sign of a broken sprinkler pipe or loose connection. A break in a sprinkler system can waste over 6,000 gallons a month.

Working Behind the Scenes | How SSWD is Planning for a Hotter and Drier Future

According to a multiyear study on climate change developed by the U.S. Bureau of Reclamation in partnership with the Regional Water Authority (RWA) and local water providers, temperatures in the Sacramento region are projected to increase between four to seven degrees by the year 2085.

In addition, the study reported that more of the precipitation the region receives will fall as rain instead of snow with the snowmelt peaking earlier in the season. This will lead to the need to release more water for flood protection instead of being able to store it during the dry summer and fall months.

Sacramento Suburban Water District (SSWD) and other local water providers are preparing for a hotter and drier future in multiple ways, including:

Working Behind the Scenes | page 2

Mulch Mayhem

Saturday, May 4th from 8:00 a.m. to 12:00 p.m.

Get your yard ready for summer with SSWD's Mulch Mayhem event. Mulch helps reduce evaporation, moderates soil temperature, keeps weeds at bay, and can make your yard look great.

Please bring a shovel, tarp, or container, and a means to take it home.

First come, first served, while the mulch lasts.

Mulch Mayhem will take place at 917 Enterprise Dr., Sacramento, CA 95825.

May the Mulch Be With You



Earth Day
| page 2

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

The Sacramento Regional Water Bank
The Water Bank is being developed by the RWA, which represents two dozen water providers in the Sacramento region, to use the groundwater aquifer as an additional reservoir by storing surface water underground for use in times of drought. The Water Bank builds upon the success of the Sacramento Groundwater Authority, which has spearheaded efforts to sustainably manage the groundwater aquifer for over 25 years. The Water Bank aims to increase the amount of water in the groundwater aquifer by expanding local conjunctive use programs and utilizing new groundwater wells that can pump treated surface water into the ground for future use.

Last year, SSWD's conjunctive use program enabled the District to bank over 6 billion gallons of water in the groundwater aquifer due to the availability of surface water.

Water Efficiency Programs

SSWD has a wide variety of programs and rebates designed to help our customers use water more efficiently. These programs include our complimentary Water-Wise House Calls and Leak Investigations. During these services, a member of our Water Conservation Team will review your water use inside and outside of your home, help determine if your home has a leak and pinpoint its location, assist you in programming your sprinkler timer, and make recommendations on ways you can use water more wisely.

SSWD has also recently expanded its rebate program to include a Grass-To-Garden rebate. This new program offers customers a rebate for removing water-thirsty lawns and replacing them with low-water use plants and ground cover.

The future may be looking hotter and drier, but SSWD is working hard to make sure a high-quality, reliable supply of water will always be available for our customers.

Inquiring Minds | How Can I Find My Old Water Bills?

The quickest and easiest way to access your old water bills is through the online Customer Portal. If you have never used it before you will need to create a Customer Payment Portal account. It's a simple and straightforward process.

To access the Customer Portal, please visit: <https://www.sswd.org/services/customer-payment-portal>

You will need to enter your account number from your water bill and the name the account is listed under. Once your account has been verified, you will be able to access years' worth of old bills, see what you've been spending historically, pay your current water bill, and even set up paperless billing or recurring payments.

If you have any questions or problems, call our Customer Service Team at 916.972.7171.

Earth Day | from page 1

Direct: Make sure your sprinklers are watering your yard and not the sidewalk or driveway.

Select: Upgrade your old sprinkler timer with a WaterSense-labeled weather-based sprinkler timer. SSWD has rebates up to \$150 available.

And, if you need any help, contact SSWD and schedule a complimentary Water-Wise House Call by calling 916.972.7171.





Agenda Item: 15

Date: March 18, 2024

Subject: 2023 Budget Reconciliation

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

Background:

In the 4th quarter of each year, the Board of Directors approves a budget for the subsequent calendar year. The Budget is made up of four components: 1) Revenues and Sources of Funds Budget, 2) Operating Budget, 3) Capital Budget, and 4) Debt Service Budget. The Budget represents the District’s planned cash expenditures accounted for on an accrual basis. Various accounting entries are not budgeted for certain Generally Accepted Accounting Principles (GAAP) transactions including, but not limited to, depreciation and amortization, pension, OPEB, asset retirement obligations, debt related, and premium, discount, and amortized refunding costs. In addition, revenues are not budgeted for the fair market value adjustment for investments or for developer project asset donations. Staff reports monthly the status of the Budget compared to actual spending.

Discussion:

Upon completion of a calendar year and closing of the year for accounting purposes, staff will prepare a final budget to actual comparison. Staff will present for discussion purposes the financial results of the completed calendar year. The following discussion is staff’s analysis of the results for CY2023.

Revenues and Sources of Funds Budget

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Income			
Income from Customers & Transfers:			
Water Sales Charge	\$ 15,575,205	\$ 15,232,000	\$ 343,205
Water Service Charge	36,087,140	35,556,000	531,140
Water Transfers	-	-	-
Wheeling Water	794,004	7,000	787,004
Other Charges for Service	992,930	1,115,000	(122,070)
Total Income from Customers & Transfers	\$ 53,449,278	\$ 51,910,000	\$ 1,539,278
Other Income:			
Interest and Investments	\$ 421,827	\$ 484,000	\$ (62,173)
Other Income	556,142	350,000	206,142
Gain on Sale of Assets	75,145	-	75,145

2023 Budget Reconciliation

March 18, 2024

Page 2 of 6

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Capacity Fees	954,971	1,000,000	(45,029)
Grant Income	4,854,201	900,000	3,954,201
Total Other Income	6,862,286	2,734,000	4,128,286
Total Income	\$ 60,311,564	\$ 54,644,000	\$ 5,667,564

Water sales charges were greater than budget by approximately \$343,000 (2.25%). This is due to actual units sold of 29,374 acre feet (AF) being larger than budgeted units sold of 28,520AF by 854AF (2.99%) and budgeted per unit price (ccf) of \$1.23 being larger than actual per unit price (ccf) of \$1.22. Water service charges were approximately \$531,000 (1.49%) greater than budget. A portion of this variance is related to 108 new water services that were not budgeted. With the availability of PCWA surface water during CY2023, the District received approximately \$787,000 in unbudgeted California American (Cal Am) Water wheeling water revenues. Other charges for service came in approximately \$122,000 under budget primarily due to a decrease in collections charges as the District transitioned away from water service shut-offs to County property tax roll based collections of delinquent amounts. In total, income from customers and transfers came in approximately \$1.54 million (2.97%) over budget.

Interest and investment income came in approximately \$62,000 (12.85%) under budget primarily due to realized losses on investment liquidations to seek larger long-term gains from higher yielding investments. Other income was over budget by approximately \$206,000 due primarily to non-capital grant revenues of approximately \$200,000 related to water conservation grants. Capacity fees came in approximately at budget at \$955,000. With the Board's approval, at the August 21, 2023, Board meeting, to participate in the Voluntary Agreement for Early Implementation Funding Agreement (ARTESIAN), the District is eligible to receive up to \$18.84 million in grant funds to construct new water production facilities. The District billed approximately \$3.9 million against the grant in CY2023 that was unbudgeted. Total other income came in approximately \$4.1 million (151.0%) over budget. Total revenues and sources of funds came in approximately \$5.7 million (10.4%) over budget for the year.

2023 Budget Reconciliation

March 18, 2024

Page 3 of 6

Operating Budget

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Operations and Maintenance Expenses:			
Source of supply	\$ 3,926,548	\$ 3,114,899	\$ (811,649)
Source of supply raw water	-	-	-
Pumping	5,690,459	6,170,680	480,221
Transmission and distribution	4,445,158	4,588,335	143,176
Water conservation	695,599	683,395	(12,204)
Customer accounts	1,792,234	2,010,795	218,561
Administrative and general	9,265,248	9,292,076	26,828
Total Operations and Maintenance	\$ 25,815,246	\$ 25,860,180	\$ 44,934

At the December 18, 2023, Board meeting, the Board approved a \$1,000,000 increase to the operating budget to cover increased costs for surface water (\$850,000) and transmission and distribution repair (\$150,000) costs. This budget amendment increased the operating budget from approximately \$24.9 million to approximately \$25.9 million.

Source of supply (surface water) costs were over budget by approximately \$812,000 (26.1%) due to full PCWA surface water availability in CY2023. Budgeted surface water for CY2023 was 10,000 acre feet (AF). Actual surface water received was approximately 20,600AF including the surface water wheeled to Cal Am Water (1,802AF). Pumping costs came in approximately \$480,000 (7.8%) under budget as less groundwater was produced (11,247AF) compared to budget (21,000AF) due to the availability of surface water. Transmission and Distribution is under budget by approximately \$143,000 (3.12%) mostly related to staff vacancies and reduced inventory issues. Water Conservation costs were close to budget with a negative variance of approximately \$12,000 (-1.79%). Customer accounts, which includes outreach, is under budget approximately \$219,000 primarily related to decreases in staffing costs, contract services and postage and shipping costs. These are primarily related to staff vacancies and reduced costs related to transitioning collections from shut-offs to County property tax roll collections for delinquent amounts. Administrative and general expenses came in under budget with a positive variance of approximately \$27,000 (0.29%). Overall operating expenses were approximately \$45,000 (0.17%) under budget. Reserves were not required to fund the additional surface water purchases as sufficient revenues, less capital grant revenues, were available to cover the increased costs.

2023 Budget Reconciliation

March 18, 2024

Page 4 of 6

Capital Budget

The Board approved two capital budget amendments in CY2023 for a total of \$2.4 million. The amended CY2023 capital budget was \$25,205,000. CY2022 rollover was \$5,218,634 for a total spending limit of \$30,423,634.

The table below reconciles CY2023 Budget and CY2022 Rollover with actual amounts spent and returned to reserves.

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Capital Expenditures:			
Capital Expenditures	\$ 26,106,656	\$ 25,205,000	
<u>Rollovers:</u>			
Previous Rollover Spent	(3,896,667)		
Previous Rollover Available	(1,198,786)		
Previous Rollover (Total)	(5,095,453)		
Current Year Rollover	4,167,444		
Net Rollover Amount	(928,009)		
Total Spent and Rollover Capital	\$ 25,178,647	\$ 25,205,000	\$ 26,353

Total capital budget expenditures for CY2023 were \$26,106,656 compared to budget and rollover of \$30,423,634 for a variance of \$4,316,978. The difference between the budget and rollover variance of \$4,316,978 and the current year rollover of \$4,167,444 is the variance of \$149,534 (\$26,353 current year, \$123,181 rollover), which will be returned to reserves. Of the CY2023 expenditures, \$3,896,667 were rollover funds from previous years and \$22,209,989 were from CY2023 budget. Of the \$5,218,634 in CY2022 rollover funds, \$3,896,667 was spent in CY2023, \$1,198,786 is still allocated to projects to be spent, and \$123,181 was unspent and returned to reserves. The total CY2023 rollover is \$4,167,444, a decrease of \$928,009 from CY2022 as the rate of spending in CY2023 increased related to the multi-year new well projects in process. Total capital budget spent and committed as a percent of the total budget was 98%. Total capital budget spent as a percent of the total budget was 86%.

Debt Service

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Debt Service:			
Debt Service - Principal	\$ 4,910,000	\$ 4,910,000	\$ -
Debt Service - Interest	2,068,075	2,085,000	16,925
Total Debt Service	\$ 6,978,075	\$ 6,995,000	\$ 16,925

With the CY2022 debt refinancing, the District's future debt service was restructured to maintain approximately \$7.0 million in annual debt service through 2030 with \$3.4 million final maturity in 2031. The previous maturity was through 2034. All of the District's outstanding debt is now fixed. The CY2023 debt service costs came in just under the budget with a positive variance of approximately \$17,000 (0.24%).

2023 Budget Reconciliation

March 18, 2024

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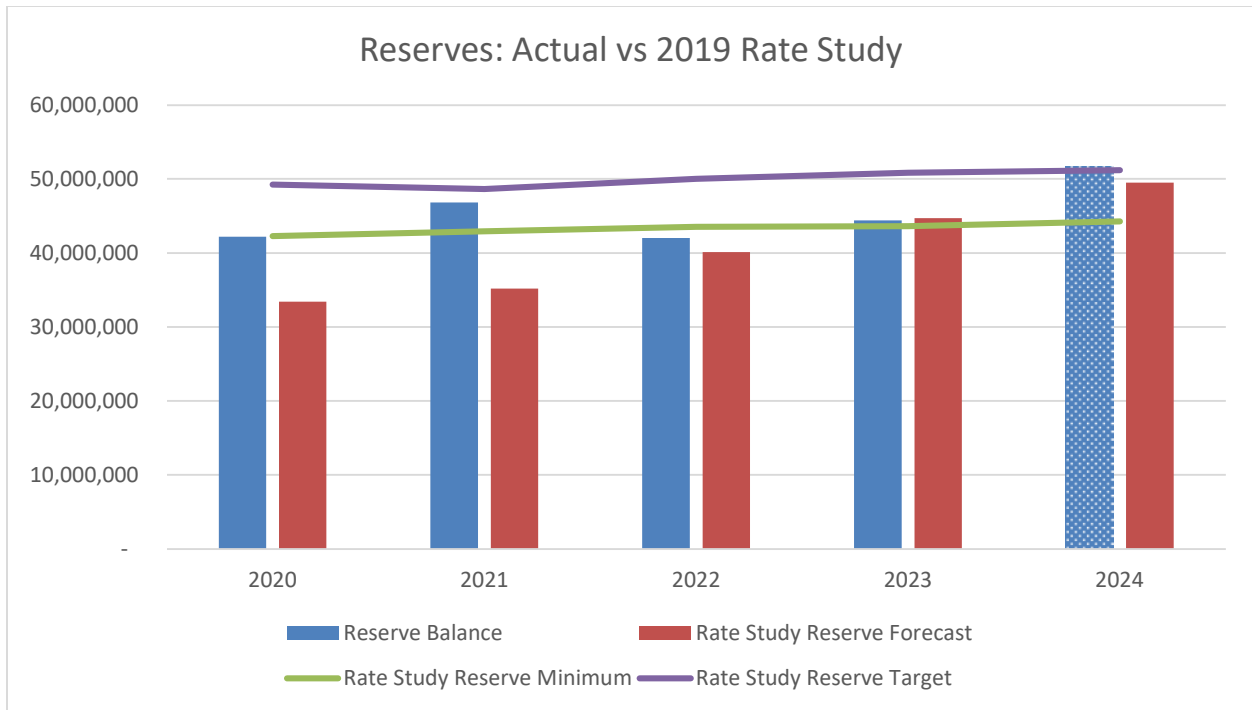
Budget Summary:

	<i>2023 YTD</i>		
	Actual	Budget	Variance
Total Income	\$ 60,311,564	\$ 54,644,000	\$ 5,667,564
Total Operations and Maintenance	25,815,246	25,860,180	44,934
Amount Remaining for Debt & Capital	34,496,319	28,783,820	5,712,498
Total Debt Service	6,978,075	6,995,000	16,925
Amount Remaining for Capital	27,518,243	21,788,820	5,729,423
Total Spent and Rollover Capital	25,178,647	25,205,000	26,353
Previous Year Rollover to Reserves	123,181		
Increase/(Decrease) to Reserves	\$ 2,356,295	\$ (3,416,180)	\$ 5,772,475

The actual surplus for CY2023 is 2,356,295 compared to \$(3,416,180) as budgeted for a positive variance of \$5,772,475. The total surplus including unspent previous year rollover of \$2,356,295 will be transferred to reserves.

Reserves

	12/31/2022	12/31/2023	Variance
Emergency/Contingency	\$ 11,168,658	\$ 11,425,552	\$ 256,895
Operating	7,940,945	10,040,346	2,099,400
Rate Stabilization	6,218,030	6,218,030	-
Grant	500,000	-	(500,000)
Well Property Acquisition	500,000	500,000	-
Capital Asset	15,706,400	16,206,400	500,000
Total Reserve Balance	\$ 42,034,033	\$ 44,390,328	\$ 2,356,295



CY2024 Reserve Balance is a forecast.

The reserve forecast from the 2019 Rate Study for CY2023 is \$44,686,808 compared to CY2023 reserve balance of \$44,390,328 for a (\$296,480) (0.066%) negative variance. This places the CY2023 reserve balance of \$44.4 million near the 2019 Rate Study target minimum of \$44.3 million compared with the high target of \$50.8 million. The CY2023 days cash on hand is approximately 656 days versus the target of 600 days.

The CY2024 budget forecasts a surplus of \$7,311,000 and if the CY2024 financial plan comes in as budgeted and with the 2019 Rate Study reserve forecast for CY2024 of \$49,491,303 that would create a reserve target surplus of approximately \$2.2 million versus the rate study plan. With the current rate of capital spending planned for CY2024, the reserve forecast set for the end of the rate study period (CY2024) of approximately \$49.5 million will likely be met. This is primarily due to the \$18.84 million ARTESIAN grant and its effects on capital spending and reserve balances. With the forecasted reserve balance at the end of CY2024 of approximately \$51.7 million, the District's financial target of 600 days cash on hand (~45.2 million) appears to be achievable.

Strategic Plan Alignment:

Goal C – Ensure Fiscal Responsibility and Affordable Rates



Agenda Item: 16

Date: March 18, 2024

Subject: 2023 Budget Transfers and Amendments

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

Background:

Per District Policy, PL – Fin 012 Budget Policy, Section 200.20, the General Manager is authorized to reallocate specific budgeted amounts within a particular budget (operating, capital, debt service) during the year with subsequent reporting to the Board. Amounts to be transferred between budgets will be approved by the Board prior to transfer.

Discussion:

Staff is reporting the following budget transfers taken by the General Manager and any budget amendments approved by the Board during calendar year 2023:

Capital Budget Transfers

During calendar year 2023, the General Manager authorized transfers between various capital projects as described in Attachment 1.

Capital Budget Amendments

There were two capital budget amendments in CY2023. In June, the Board approved a CIP budget amendment in the amount of \$5,950,000 for the multi-year Wells 81, 82, and 83 project, and \$4,022,000 for the multi-year Well 84 project, bringing the total budget for these two projects to \$25,837,000 and \$13,682,000, respectively. Of those amounts, \$1.2 million was allocated to the CY2023 budget. The remaining was allocated to future year budgets. In December 2023, the Board approved an allocation from the CY2024 capital budget to the CY2023 capital budget in the amount of \$1.2 million for the Well 84 project. The CY2023 capital budget increased a total of \$2.4 million from \$22.8 million to \$25.2 million.

Operating Budget Amendments

In December 2023, the Board approved a \$1.0 million amendment to the operating budget to cover increased costs for surface water purchases and Distribution Department repair costs. The operating budget increased from \$24.9 million to \$25.9 million.

Attachments:

1. 2023 Capital Budget Transfers

Attachment 1

**Sacramento Suburban Water District
2023 Capital Project Budget Reallocation**

Project No.	Project Name	Original Budget	Reallocated Amount	Board Approved Amendments	Adjusted Budget	Reason for changes
CIP-009	CIP-Well Rehad/Pump St Improv	3,801,000	(1,134,896)		2,666,104	KPM project did not start until March, but was budgeted for the whole year. Additionally, funds were transferred to other project categories for KMP to complete work within those categories.
CIP-010	CIP-SCADA/Com Improv	266,000	(5,708)		260,292	Excess funds were available and transferred to the Watt Ave. Main Extension project.
CIP-011	CIP-Well Destruction	253,500	(253,500)		-	The Engineering Department re-prioritized this project and did not destroy any wells in 2023.
CIP-012	CIP-Well New Construction	13,898,500	975,830	2,400,000	17,274,330	Well 78 and Well 80 required funds for unanticipated change orders to finish pump stations. Additional funds were required for the multi-year projects as task directives were executed and pump station costs were finalized.
CIP-018	CIP-Trans & Dist Improvements	1,847,750	256,776		2,104,526	Final construction costs (including change orders and inspection costs) were higher than the engineering estimate at the time of 2023 budget preparation.
CIP-024	CIP-Meter Retrofit Program	5,000	(5,000)		-	Meter retrofits were complete late in 2022. Funds were available for other projects.
CIP-034	CIP-Reservoir/Tank Improv	337,000	11,798		348,798	Additional funds needed to complete projects.
CIP-035	CIP-Corrosion Control	57,000	(11,350)		45,650	Project was completed under budget and excess funds were transferred to other projects.
CIP-037	CIP-Valve/Hydrant/Service Repl	380,000	367,787		747,787	Funds were needed due to unforeseen occurrences and repairs that occurred during the year.
CIP-038	CIP-Large Meter Replacement	38,000	6,801		44,801	Additional funds were needed to complete projects.
CIP-039	CIP-Meter Replacement PM	294,500	(104,386)		190,114	Project came in under budget and excess funds were used to fund Valve/Hydrant/Service Replacement (CIP-037) and additional vehicles.
CIP-040	CIP-AMI Endpoints	665,000	(333,046)		331,954	KP endpoint replacement was completed under budget. Excess funds were transferred to a priority project, Valve/Hydrant/Service Replacement (CIP-037) and the Watt Ave. Main Extension project.
CIP-048	CIP-Special Projects	14,250	(8,250)		6,000	Excess funds were available and transferred to other CIP projects.
CIP-049	CIP-Water Related Street Imprv	237,500	279,500		517,000	Required re-allocation of funds for County paving projects as anticipated budget was insufficient for significantly increased number of County projects.
	CIP Subtotal	22,095,000	42,356	2,400,000	24,537,356	
OCB-EQUIP	OCP - Equipment	-	-		-	
OCB-FLT FAC	OCP - Fleet & Facilities	118,000	119,541		237,541	Additional vehicles were purchased ahead of State mandate for electric vehicles.
OCB-IT	OCP - Information Technology	316,000	(99,200)		216,800	Excess funds were available and transferred to vehicle purchases and SCADA Comm Improvements.
OCB-MAINT	OCP - Maintenance	20,000	(16,897)		3,103	Project completed under budget. Excess funds moved to vehicle purchases.
OCB-OPS	OCP - Operations	256,000	(45,800)		210,200	AMP Implementation and Reservoir and Booster Pump AMP Update projects were cancelled. Excess funds were moved to Well Rehab, County Paving, and Reservoir and Tank Repair.
OCB-PROPERTY	OCP - Property Acquisition	-	-		-	
	OCB Subtotal	710,000	(42,356)	-	667,644	
	Total	22,805,000	0	2,400,000	25,205,000	



Agenda Item: 17

Date: March 18, 2024

Subject: Association of California Water Agencies/Joint Powers Insurance Authority Risk Control Grant Program

Staff Contact: Todd Artrip, Operations Manager

Grant Overview

The purpose of the Joint Powers Insurance Authority's (JPIA) Risk Control Grant Program (Grant Program) is to:

"... promote the implementation of best practices that will prevent or mitigate losses in the JPIA's Workers' Compensation, General Liability, and Property Programs. The historical loss areas for these programs serve as the foundation for the best practices in the JPIA's Commitment to Excellence Program. The Grant Program incentivizes members to renew their Commitment to Excellence and review best practices applicable to their operations."

JPIA members are eligible for a grant of up to \$10,000 to fund their risk management and safety program projects or equipment. This is accomplished by funding specific one-time, non-routine risk management or loss control programs or activities that are intended to address those risks.

District's Grant Application

In October 2023, the District submitted an application to JPIA Grant Program for the purchase of a Confined Space Equipment Trailer. On March 1, 2024, the District was notified the application had been chosen as one of JPIA's 2023/24 award recipients, in the amount not to exceed \$10,000.

Use of Grant Funds

Ensuring employee safety is paramount when performing confined space entries. The District has 65 identified confined space areas that may require entry at any time, based on water system equipment performance, maintenance, operation, and emergency situations. By preparing all the necessary confined space equipment in one, organized location, protected from the elements, readily available to transport to the site, the District will be able to greatly enhance its ability to safely, efficiently, and consistently perform confined space entries and any required rescues.

Confined space equipment is costly and critical to life safety. By organizing, managing, and storing it in one portable, ready location, the District will reduce costs, and improve safety for entry employees, and demonstrably reinforce the District's commitment to the safety of its staff. See Attachment 1 for the description of JPIA's grant program.

Attachments:

1 – JPIA Risk Control Grant Program Description

JPIA Risk Control Grant Program

Program Description



PROGRAM DEADLINES

- ***Applications may be submitted between October 2, 2023 and no later than 4:30 P.M. on December 1, 2023.***
- ***Eligible submissions must be completed between October 2, 2023 and September 30, 2024.***
- **JPIA approval notification to members will occur by March 1, 2024.**

PURPOSE

The purpose of the JPIA's Risk Control Grant Program (Grant Program) is to promote the implementation of best practices that will prevent or mitigate losses in the JPIA's Workers' Compensation, General Liability, and Property Programs. The historical loss areas for these programs serve as the foundation for the best practices in the JPIA's Commitment to Excellence Program. The Grant Program will incentivize members to renew their Commitment to Excellence and review best practices applicable to their operations.

JPIA members are eligible for a grant of up to \$10,000 to fund their risk management and safety program projects or equipment. This is accomplished by funding specific one-time, non-routine risk management or loss control programs or activities that are intended to address those risks. Members are encouraged to work with their JPIA Risk Control Advisor prior to submission.

ELIGIBILITY

- All JPIA members participating in at least two JPIA pooled programs: (Workers' Compensation, Liability, and/or Property Programs).
- Grant funds must be applied to best practices relevant to the pooled programs in which the member participates.
 - ***This approach is consistent with the JPIA's H.R. LaBounty Safety Awards Program, ongoing risk assessments at member facilities, consultative services to support a member's risk and safety programs, and onsite training delivery.***

- Specialized training in occupational safety and health must include a Train-the-Trainer aspect that allows a member's subject matter expert(s) to design, facilitate, and teach the course within their Agency.
- The member has signed the Commitment to Excellence (C2E) Agreement.
 - ***The member must have the C2E Agreement in place before submitting the Grant request, and it should accompany the Grant documents.***
- The member must be current in their payment of premiums.
- A member may submit one Risk Control Grant Application per grant program cycle.
 - ***Previous grant recipients must wait one full grant program cycle, from their awarded grant period, before re-applying.***

EXCLUSIONS (include but are not limited to):

- Normal or routine maintenance projects or deferred maintenance, such as repair or serving equipment.
- Items normally covered in an operations budget.
 - ***A capital improvement is defined as a non-recurring expenditure or any expenditure for physical improvements, including costs for the acquisition of existing buildings, land, or interests in land; construction of new buildings or other structures, including additions and major alterations; construction of streets and highways or utility lines; acquisition of fixed equipment; landscaping; and similar expenditures. It may mean any change, alteration, rearrangement, or addition to existing facilities. It is also new construction, acquisition, or improvements to sites, buildings, or service systems.***
- Cost of labor (hiring personnel, wages including overtime).
 - ***Exception: Includes program, product, or service provided/performed by a certified, insured, licensed, and/or qualified individual or entity (i.e., Smith System Trainer, professionally authorized train-the-trainer courses, or EPL specialized trainer).***
- Expenditures for fines, penalties, and/or citations.

AWARD CRITERIA

A proposed Grant Program application will be reviewed and scored according to the stated criteria:

- Defined scope, process, or performance objective(s) that have a high probability of increasing employee safety, enhancing risk control, or reducing loss exposure(s).
- The grant request must show a results-oriented impact that is measurable and identifiable.
 - ***Data demonstrating the reduction of risk will enhance the possibility of the grant.***
- A defined solution to increasing employee safety, enhancing risk control, or reducing loss exposure(s).
 - ***Grant requests utilizing the hierarchy of hazard control system (eliminate or minimize a hazard) are strongly encouraged.***

- Be an effective and sustainable risk management or loss control process or procedure.
 - ***Grant requests that may provide a unique or innovative solution and assist our members with risk management and loss control techniques are encouraged.***

APPLICATION AND SELECTION PROCESS

The ACWA JPIA Risk Control Grant Program application must be prepared and responded to **fully**. All responses to questions are required; otherwise, the application will be deemed incomplete.

A Grant Program application must be submitted with adequate documentation to support the stated use of funds with a General Manager's signature.

Priority will be given to grant applications that:

- Applying Grant Program funds to a JPIA Commitment to Excellence Program category consistent with their pooled program participation. Applying the grants to the Commitment to Excellence categories ensures that funds are used on best practices tied to JPIA's primary loss drivers.

Grant Program applications will be distributed on a first approved basis. Ten grants will be awarded or until all eligible funds have been expended. Small, medium, and large districts will receive two awards respectively; the remaining four awards will be merit-based.

Applications will be approved by **March 1, 2024**. Members will be notified of their grant application status.

REIMBURSEMENT OF EXPENDITURES

Grant Program funds will be paid as reimbursements or initial investments for costs incurred within the scope of the project. To receive grant funding, the grant application must be submitted for projects ***initiated and completed within the fiscal year (10/2/23 – 9/30/24)***. Paid invoices and supporting documentation are required.

Upon completion of the project, members shall provide a report to the Risk Management Committee and Executive Committee summarizing the project goals and results achieved.

USE OF FUNDS CRITERIA

Grant Program funds shall be used solely for the implementation of the project as defined in the Grant Application and consistent with the Risk Control Grant Program. Funds may not be expended or otherwise encumbered or used for any other purpose without ACWA JPIA's prior written approval.

Members are required to provide ACWA JPIA with immediate written notification of their inability to expend funds under the grant, in whole or in part, for the purposes as described in the Grant Application, or if any expenditure is made for any purpose other than those for which the grant was requested and approved. Additionally, if the deliverables are not completed within the designated milestones as approved, or if the project is not showing progress to achieve program goals within the grant funding, ACWA JPIA reserves the right to immediately discontinue, modify, or withhold any payments under this conditional grant award.

Members agree to give ACWA JPIA full access to all project-related information, data, and analytics the member has access to under this grant.

ACCOUNTABILITY PROCESS

All grant fund awards are at the discretion of the JPIA, with the final decision by the JPIA CEO. The JPIA’s Risk Control Manager will prepare an annual report on the grant fund utilization for presentation at the annual Risk Management Committee meeting.

GRANT PROGRAM – COMMITMENT TO EXCELLENCE CATEGORIES

The JPIA’s Commitment to Excellence (C2E) Program Best Practices are detailed in the *Loss Reduction Focus Menus* and *Explanations* available on the JPIA’s website. A partial list of grant ideas is outlined below.

C2E Loss Reduction	Coverage Program	Grant Ideas
Infrastructure-Wildfire	Liability, Property	<ul style="list-style-type: none"> • Emergency plan for wildfire • Emergency equipment/supplies • Communication equipment
Vehicle Operations	WC, Liability, Property	<ul style="list-style-type: none"> • Vehicle equipment such as emergency strobes, high visibility stripes • Vehicle telemetries-GPS tracking • Smith System Train-the-Trainer or similar systems
Water Line Failure	Liability, Property	<ul style="list-style-type: none"> • Valve exercise/flushing program • Emergency response trailer • Underground line locating equipment and training. • Fire hydrant check valve/flapper valve • Condition Assessment Study/Water Leak Study • Cathodic protection
Ergonomics Program	Workers' Compensation	<ul style="list-style-type: none"> • Ergonomic evaluations • Ergonomic Coordinator training • Ergonomic equipment purchase • Mobile workstation for trucks • Truck bed steps
Employment Practices	Liability	<ul style="list-style-type: none"> • Organizational consultant to offer coaching training/techniques for managers to better motivate or engage staff. <ul style="list-style-type: none"> • Diversity, Equity, and Inclusion • Change Management • Communication/Conflict Resolution • HR software to track performance and document employee actions. • Conduct engagement survey with resultant follow-up activities.

GRANT SUBMISSION CHECKLIST

The member should thoroughly read the Program Description, review all program requirements, and complete the application fully prior to submission.

ELIGIBILITY VERIFICATION CHECKLIST

<input type="checkbox"/>	Your agency worked with a JPIA Risk Control Advisor prior to submission. *Pg. 1
<input type="checkbox"/>	Your agency participates in at least two JPIA pooled programs: (Workers' Compensation, Liability, and/or Property Programs). *Pg. 1
<input type="checkbox"/>	The submission applies to best practices relevant to the pooled programs in which your agency participates. *Pg. 1
<input type="checkbox"/>	The application is submitted between October 2, 2023, and no later than 4:30 P.M. on December 1, 2023. *Pg. 1
<input type="checkbox"/>	The submitted project is planned to be completed between OCTOBER 2, 2023 – SEPTEMBER 30, 2024. *Pg. 1, Pg. 4
<input type="checkbox"/>	The submission is for a specific one-time, non-routine activity related to risk management or loss control programs. *Pg. 1
<input type="checkbox"/>	Adequate documentation to support the stated use of funds is provided with a General Manager's signature on the application. *Pg. 3
<input type="checkbox"/>	The submission is focused on risk management and safety program projects or equipment, ongoing risk assessments for your agency, consultative services to support your agency's risk and safety programs, or onsite training delivery. *Pg. 1 and Pg. 2
<input type="checkbox"/>	<input type="checkbox"/> **IF THE SUBMISSION IS FOR ON-SITE TRAINING DELIVERY: Specialized training in occupational safety and health must include a Train-the-Trainer aspect that allows a member's subject matter expert(s) to design, facilitate, and teach the course within their Agency. *Pg. 2
<input type="checkbox"/>	The member has signed the Commitment to Excellence (C2E) Agreement. *Pg. 2
<input type="checkbox"/>	The member must be current in their payment of premiums. *Pg. 2
<input type="checkbox"/>	If you were a previous grant recipient, you have waited for one full grant program cycle, from your previous awarded grant period, before re-applying. *Pg. 2
<input type="checkbox"/>	Grant Program funds are used solely for the implementation of the project as defined in the Grant Application and consistent with the Risk Control Grant Program. *Pg. 3

EXCLUSION VERIFICATION – The Submission Is NOT For The Following:

<input type="checkbox"/>	Normal or routine maintenance projects or deferred maintenance, such as repair or servicing equipment. *Pg. 2
<input type="checkbox"/>	Items normally covered in an operations budget, inspection services, and normal reoccurring budget items. *Pg. 2
<input type="checkbox"/>	Cost of labor (hiring personnel, wages including overtime). *Some exceptions apply. See Pg. 2
<input type="checkbox"/>	Items intended to meet a minimum compliance obligation. *Pg. 2
<input type="checkbox"/>	Non-safety work apparel. *Pg. 2
<input type="checkbox"/>	Expenditures for fines, penalties, and/or citations. *Pg. 2



Agenda Item: 18

Date: March 18, 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. 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/>
2. RWA Board Meeting
May 9, 2024
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
3. 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/>
4. RWA Board Meeting
July 11, 2024
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>

Upcoming Water Industry Meetings/Conferences

March 18, 2024

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5. 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/>
6. RWA Board Meeting
September 12, 2024
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
7. 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/>
8. RWA Board Meeting
November 14, 2024
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
9. 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:

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

Upcoming Water Industry Meetings/Conferences

March 18, 2024

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13. AWWA Fall Conference

October 21-24, 2024

Reno, NV

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

14. 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 3rd Tuesday of the month at 6:00 p.m.
- Citrus Heights Water District: <http://chwd.org/> - Every 3rd Wednesday of the month at 6:30 p.m.
- Del Paso Manor Water District: <https://www.delpasomanorwd.org/> - Every 1st and 3rd Monday of the month at 6:00 p.m.
- El Dorado County Water Agency - <http://www.edlafco.us/> - Every 2nd Wednesday of the month at 10:00 a.m.
- El Dorado Irrigation District - <http://www.eid.org/> - Every 2nd and 4th Mondays of the month at 9:00 a.m.
- Fair Oaks Water District: <http://www.fowd.com/> - Every 3rd Monday of the month at 6:30 p.m.
- Natomas Mutual Water Company - <http://natomaswater.com/> - Every 2nd Tuesday of the month at 9:00 a.m.
- Orange Vale Water Company - <https://orangevalewater.com/> - Every 1st Tuesday of the month at 4:00 p.m.
- Placer County Water Agency: <https://pcwa.net/> - Every 1st and 3rd Thursdays of the month at 2:00 p.m.
- Rio Linda/Elverta Community Water District: <http://www.rlecwd.com/> - Every 3rd Monday of the month at 6:30 p.m.
- San Juan Water District: <http://www.sjwd.org/> - Every 4th Wednesday of the month at 6:00 p.m.



SACRAMENTO GROUNDWATER AUTHORITY
MEETING OF THE BOARD OF DIRECTORS

Thursday, February 8, 2024
at 9:00 a.m.

2295 Gateway Oaks, Suite 100
Sacramento, CA 95833
(916) 967-7692

The Board will discuss all items on this agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on this agenda but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:

The Sacramento Groundwater Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

Join the meeting from your computer, tablet or smartphone

Join Zoom Meeting

<https://us06web.zoom.us/j/86234537375>

Meeting ID: 862 3453 7375

Dial by your location

+1 669 900 6833 US (San Jose)

+1 669 444 9171 US

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 on SGA's website. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact jpeifer@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT: Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.

3. CONSENT CALENDAR:

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

3.1 Approve the draft meeting minutes of December 14, 2023 regular SGA Board meeting.

3.2 Appoint Tom Hoffart as Acting Board Clerk

3.3 Appoint Tom Hoffart as Controller and Treasurer

3.4 Approve Staff Cost of Living Adjustments in accordance with Policy 100.3

Action: Approve Consent Calendar items as presented

4. SUSTAINABLE GROUNDWATER MANAGEMENT ACT GROUNDWATER SUSTAINABILITY PLAN IMPLEMENTATION AND ROUND 2 GRANT AWARD

Information and Presentation: Trevor Joseph, Manager of Technical Services

Action: Waive SGA Policy 300.1 and Authorize the Executive Director to enter into separate agreements for consulting services with GEI Consultants, Woodard Curran, and West Yost.

5. DEVELOPMENT OF THE ANNUAL REPORT

Information: Trevor Joseph, Manager of Technical Services

6. DEVELOPMENT OF SGA FISCAL YEAR 2024 – 2025 BUDGET

Information and Presentation: Tom Hoffart, Finance and Administrative Services Manager

Action: Chair to Appoint Budget Subcommittee for Fiscal Year 2024 – 2025

7. SGA 2024 STRATEGIC PRIORITIES

Discussion: Trevor Joseph, Manager of Technical Services

Action: Approve SGA 2024 Strategic Priorities

8. EXECUTIVE DIRECTOR’S REPORT

9. DIRECTORS’ COMMENTS

ADJOURNMENT

Next SGA Board of Director’s Meetings:

April 11, 2024, 9:00 a.m. at the RWA/SGA office, 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. The location is subject to change.

Notification will be emailed when the SGA electronic packet is complete and posted on the SGA website at <https://www.sgah2o.org/meetings/board-meetings/>

Posted on: February 2, 2024

James Peifer, Executive Director

Agenda Item 19 c

Jay Boatwright
Attended meetings.
February 2024

02/06/2024: Coordinated and attended a presentation by GM's York and Lee at the Arden Arcade Rotary weekly meeting. Introduced both speakers. Topic of the presentation was concerning the combination discussions between CWD and SSWD.

02/08/2024: Attended the Sacramento Groundwater Authority board meeting as SSWD's rep on that board. Was named to the ad hoc budget committee.

Attended the ACWA SGMA implementation subcommittee meeting (virtual).

02/20/2024: Met with GM York to review the regular board meeting agenda.

Participated in the ACWA Groundwater Quality Committee meeting regarding microplastics.

02/21/2024: Coordinated and attended a presentation regarding the proposed combination between SSWD and CWD with the Rotary Club of East Sacramento. I introduced CWD GM Cathy Lee, who made the presentation.

02/23/2024: Attended the Cap to Cap water team planning meeting as a team member.

02/26/2024: Attended the Sacramento Suburban Water District regular board meeting.

Craig Locke AB1234

**February 29th
F&O Committee Meeting**

**February 28th
SJWD Meeting**

**February 26th
Board Meeting**

**February 23rd
Meet w GM to review Agenda**

**February 21st
Meet with President Selsky to discuss CDW meetings**

**February 8th
SGA Meeting**

**February 6th
DPMWD Meeting**

**February 2nd
Meet w Director Nelson and Selsky – Workshop hotwash**

**February 1st
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.

POSTED: **FEBRUARY 29, 2024**

**Carmichael Water District/Sacramento Suburban Water District 2x2 Committee Meeting
Monday, March 4 2024, 6:00 p.m.**

**Carmichael Water District Board Room
7837 Fair Oaks Boulevard
Carmichael, CA 95608**

Join from computer, tablet or smartphone. Click on this URL to join:

https://us02web.zoom.us/meeting/register/tZUpdOipqDsoHtaNMGy5RWUix_5X1YUoPk1j

Join by phone: Dial US [+1 669 900 6833](tel:+16699006833)

Meeting ID: [814 3116 0242](#) **Passcode:** [258349](#)

AGENDA

The Board will discuss all items on its agenda, and may take action on any of those items, including information items and continued items. The Board will not take action on or discuss any item not appearing on the posted agenda, except: (a) upon a determination by a majority vote of the Board that an emergency situation exists; or (b) upon a determination by a two-thirds vote of the Board members present at the meeting, or, if less than two-thirds of the members of the Board are present, a unanimous vote of those members present, that the need to take immediate action became apparent after the agenda was posted. Agenda packets can be found at our website at carmichaelwd.org.

The Board of Directors welcomes and encourages participation in meetings. This meeting is being conducted in person and via videoconference and will be recorded. Public comment may be given on any agenda item as it is called and limited to three minutes per speaker. Matters not on the posted agenda may be addressed under Public Comment. Please follow Public Comment Guidelines found on the District's website at carmichaelwd.org/public-comment-guidelines/.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the General Manager at 483-2452. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

CALL TO ORDER AND STATEMENT REGARDING PUBLIC PARTICIPATION

ROLL CALL

PUBLIC COMMENT

1. Public Comment

Any member of the public may address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board.

CONSENT CALENDAR

2. Minutes for the Carmichael Water District/Sacramento Suburban Water District 2x2 Committee Meeting - December 13, 2023

ITEMS FOR DISCUSSION OR ACTION:

- 3. Public Information Workshops and Outreach Report**
 - 4. Draft LAFCo Resolution Review**
-

Agenda Item 20 b

Agenda
Sacramento Suburban Water District
Facilities and Operations Committee Meeting

3701 Marconi Avenue
Sacramento, CA 95821

Thursday, March 7, 2024
4:00 p.m.

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

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

Join the meeting from a computer, tablet or smartphone:

<https://us02web.zoom.us/j/85162994534?pwd=NXIIUnNFQ2Y0Tm1EL1BRZDRzOGwzQT09>

Meeting ID: 851 6299 4534
Password: 553601

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

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

Please mute your line.

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

The public may address the Committee concerning an agenda item either before or during the Committee's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to either one of the General

Managers. The Chairperson will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

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

Call to Order

Roll Call

Public Comment

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

Consent Items

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

1. Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting

Recommendation: Approve the Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting.

Items for Discussion and/or Action

2. Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service

Recommendation: Review and comment on the proposed new Fees and Charges. Recommend to the full Board of Directors Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service as presented or directed.

Adjournment

Upcoming Meetings:

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

Facilities and Operations Committee Meeting Agenda

March 7, 2024

Page 3 of 3

I certify that the foregoing agenda for the March 7, 2024, meeting of the Sacramento Suburban Water District Facilities and Operations Committee was posted by March 1, 2024, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was made available to the public during normal business hours.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 22

Date: March 18, 2024

Subject: Report from Closed Session

Staff Contact: Dan York, General Manager

This is a placeholder in the event there is a report back from Closed Session.