

Agenda

Sacramento Suburban Water District

Regular Board Meeting

3701 Marconi Avenue
Sacramento, California 95821

Monday, October 21, 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/82352281207?pwd=1aXGcWZntPqasv4NExOkm8nY0B0VCm.1>

Meeting ID: 823 5228 1207

Password: 078474

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

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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 September 16, 2024, Regular Board Meeting
Recommendation: Approve the Draft Minutes of the September 16, 2024, Regular Board Meeting.
2. Treasurer's Report
Recommendation: Approve the items in the report as recommended.
3. October 2024 Legislation Update
Recommendation: Approve staff's recommendation regarding the California Proposition listed in Table 1 and review the results of the bills that the District has taken a position on in 2024 in Table 2.
4. Policy Review – Employment Rules and Procedures Policy (PL – HR 001)
Recommendation: Ratify Employee Rules and Procedures Policy (PL - HR 001) without changes.

Items for Discussion and/or Action

5. Resolution No. 24-11 Honoring Dave Jones for his Services as a Board of Director
Recommendation: Adopt Resolution No. 24-11 Honoring Dave Jones for his Service as a Board of Director.

6. State of the District 2024
Recommendation: No action. The General Manager will provide the State of the District 2024 presentation.
7. Board of Directors to Discuss Filling Vacancy Resulting from Director Jones' Resignation
Recommendation: Discuss and approve the process to fill the District's Division 1 Board of Director vacancy and direct staff as appropriate.
8. Business Case Analysis Consultant
Recommendation: Approve the Selection of BakerTilly to conduct the Business Case Analysis for a potential combination of Sacramento Suburban Water District and San Juan Water District.
9. Calendar Year 2024 Capital Budget Amendment
Recommendation: Approve the requested \$2,000,000 amendment to the 2024 Capital Budget to account for construction schedule changes and move \$2,000,000 from the CY2024 Capital Budget to the CY2025 Capital Budget for the Wells 81, 82, and 83 multi-year project.
10. Mutual Aid and Assistance Agreement Between City of Roseville and Sacramento Suburban Water District
Recommendation: Authorize the General Manager to execute a Mutual Aid and Assistance Agreement between the City of Roseville and Sacramento Suburban Water District, provided there are no material changes from the draft agreement attached.
11. Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties
Recommendation: Authorize the General Manager to execute the Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties.
12. Fleet Asset Management Plans
Recommendation: Receive staff presentation and direct staff as appropriate.
13. Committee and Liaison Appointments
Recommendation: Board President will consider appointing new committee members to fill the vacancy left by Director Jones resigning from the Board.

General Manager's Report

14. General Manager's Report
 - a. Grant of Easement and Right of Way
 - b. Women Who SPARK Award

Department/Staff Reports

15. Groundwater Well Status Report
16. Engineering Report
 - a. Major Capital Improvement Program Projects
 - b. Planning Documents
 - c. Other Projects
17. Financial Report
 - a. Financial Highlights
 - b. Financial Statements
 - c. Budgets
18. Operations Report
19. Customer Service Report

Information Items

20. Upcoming Water Industry Meetings/Conferences
21. Upcoming Policy Review
 - a. Capacity Fee Setting Policy (PL – Fin 010)
 - b. Debt Management Policy (PL – Fin 011)
 - c. Technology Maintenance, Security, Protection and Recovery Policy (PL – IT 004)

- d. Procurement Policy (PL – Fin 005)

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

- 22. a. Regional Water Authority (Director Wichert)
None.
- b. Sacramento Groundwater Authority (Director Boatwright)
Agenda from the October 10, 2024, meeting.
- c. Director Reports – AB 1234

Director’s Comments/Staff Statements and Requests

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

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

- 23. Conference with legal counsel--existing litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1); *Sacramento Suburban Water District v. United States*, United States Court of Federal Claims case no. 1:17-cv-00860-RHH, and *Sacramento Suburban Water District v. United States, et al.*, United States District Court for the Eastern District of California, case no. 2:17-cv-01353-TLN-AC. (Hexavalent chromium contamination claims).

Open Session

- 24. Report from Closed Session.

Adjournment

Upcoming Meetings

Wednesday, October 23, 2024, at 6:00 p.m., DPMWD/SSWD Joint Special Board Meeting
 Monday, November 11, 2024, at 6:00 p.m., Special Board Meeting – Budget Workshop
 Wednesday, November 13, 2024, at 6: 00 p.m., DPMWD/SSWD Joint Special Board Meeting

SSWD Regular Board Meeting Agenda

October 21, 2024

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I certify that the foregoing agenda for the October 21, 2024, meeting of the Sacramento Suburban Water District Board of Directors was posted by October 11, 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: October 21, 2024

Subject: Draft Minutes of the September 16, 2024, Regular Board Meeting

Staff Contact: Dan York, General Manager

Recommended Board Action:

Approve the Draft Minutes of the September 16, 2024, Regular Board Meeting.

Attachment:

1 – Draft Minutes of the September 16, 2024, Regular Board Meeting.

Minutes

Sacramento Suburban Water District
Regular Board Meeting
September 16, 2024

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #823 5339 7500

Call to Order

President Thomas called the meeting to order at 6:02 p.m.

Pledge of Allegiance

President Thomas led the Pledge of Allegiance.

Roll Call

Directors Present: Craig Locke, Kevin Thomas, and Robert Wichert.

Directors Absent: Jay Boatwright and Dave Jones.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Mitch Jackson, Mike Simi, Lynn Pham, Dane Westvik, Julie Nemitz, and Susan Schinnerer.

Public Present: Legal Counsel Matt Edling, Jay Boatwright, and Dave Jones.

Announcements

General Manager Dan York (GM York) announced:

- A reminder that the Del Paso Manor Water District and Sacramento Suburban Water District Special Board Meeting – Public Information Workshop on Tuesday, September 24, 2024, at the Mission Avenue Elementary School at 6:00 p.m.
- A reminder of the District's Open House on Thursday, September 26, 2025, at 5:00 p.m.

Public Comment

None.

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:

- I. Conference with legal counsel--existing litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1); *Sacramento Suburban Water District v. United States*, United States Court of Federal Claims case no. 1:17-cv-00860-RHH, and *Sacramento Suburban Water District v. United States, et al.*, United States District Court for the Eastern District of California, case no. 2:17-cv-01353-TLN-AC. (Hexavalent chromium contamination claims).

- II. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(4); consideration of initiating litigation involving claims related to TCP contamination.
- III. 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 7:04 p.m.

Open Session

- IV. **Report from Closed Session.**
There was no reportable action.

Consent Items

- 1. **Draft Minutes of the August 19, 2024, Regular Board Meeting**
- 2. **Treasurer’s Report**
- 3. **September 2024 Legislation Update**
- 4. **Policy Review – Public Works Contracting Policy (PL – Eng 002)**

Director Wichert requested to pull Item 4 and table it until a future Board meeting. He requested to meet with staff offline to discuss the Item.

President Thomas agreed to table Item 4.

Director Wichert moved to approve Consent Items 1, 2 and 3; Director Locke seconded. The motion passed by unanimous vote.

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

Items for Discussion and/or Action

- 5. **Alternative to Merit Matrix Compensation System**
Susan Schinnerer (Ms. Schinnerer) presented the staff report and answered clarifying questions.

Director Wichert suggested rather than a “one-time award,” he suggested doing a merit increase or a 10% salary bump, and that he preferred it be limited by the top of the salary range. He further suggested a 2-step increase within the salary range, not to exceed the salary range, adding that once the employee reached the top of their salary range, they either got a new title, or promoted.

Director Locke commented that he supported employees making more money based on their performance, but he expressed concern with Director Wichert’s suggestion noting he was afraid if the employee received a 5% merit increase and a 5% award, it would add up quickly and might be challenging to maintain staying in their salary range. He further stated he preferred a one-time award.

Director Wichert pointed out that he was just attempting to move an exceptional performer up in their salary range faster, but not to exceed the salary range, noting that promotional opportunities could be another option.

GM York expressed that there were not always promotional opportunities available within each department.

Director Locke reiterated that he was in support of a one-time increase.

GM York commented that staff could bring the item back when all the Directors were present and able to discuss the options.

Ms. Schinnerer commented that it could be more difficult to conduct accurate compensation studies that included promotional positions within the same department that may not exist with other agencies to compare

6. **Calendar Year 2025 Rate Increase Budget Assumption**

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

Director Wichert requested staff to bring this item back, as he didn’t feel comfortable with including the three additional employee positions in the budget if they were not needed. He additionally noted that if removing those positions equated to a half of a percent, then the Board should not burden the ratepayers with that half-percent or \$300,000 increase.

Mr. Ott clarified that the \$300,000 was for unexpected additional employee labor costs over the course of the next 5 years, but that it was not for merit or COLA costs.

Director Locke expressed that budgets were estimates, and that he was comfortable with the 5% increase proposed.

Mr. Ott suggested leaving the amount in, then staff could prepare the budget with it included, and the Board would have another opportunity to review it at the next budget meeting.

President Thomas agreed with Mr. Ott's suggestion.

7. **Sacramento Suburban Water District - Division 1 Election Status**
GM York presented the staff report.

General Manager's Report

8. **General Manager's Report**
GM York presented the staff report.
 - a. *Regional General Manager/Utility Director Meeting*
GM York presented the staff report.
 - b. *General Manager Goals - 2024*
GM York presented the staff report.

Department/Staff Reports

9. **Groundwater Well Status Report**
Dana Dean (Mr. Dean) presented the staff report and answered clarifying questions.

10. **Engineering Report**
Mr. Dean presented the staff report and answered clarifying questions.

Director Wichert requested that staff show how far behind schedule any project was on the Construction Milestones bar graph for the multi-year wells projects.

- 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.
11. **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.

12. **Operations Report**

Mike Simi presented the staff report.

13. **Customer Service Report**

Mr. Ott presented the staff report.

Director Locke requested to have the information on what the neighboring water purveyors rate increase amounts were. He suggested bringing that information to the Prop 218 hearing.

Director Wichert requested to have the information on what the other neighboring water purveyors' average bills were.

Information Items

14. **United States Environmental Protection Agency's Lead and Copper Rule Revisions Service Line Inventory – Compliance Efforts Update**

Mitch Jackson presented the staff report.

15. **Sacramento Regional Water Bank Update**

Assistant General Manager Matt Underwood presented the staff report.

16. **Upcoming Water Industry Meetings/Conferences**

A written report was provided.

17. **Upcoming Policy Review**

A written report was provided.

a. *Employment Rules and Procedures Policy (PL – HR 001)*

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

18. 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 DPMWD Board meetings he attended on August 6, and 20, 2024; the SGA Board meeting he attended on August 8, 2024; the meeting he had with the General Manager on August 13, 2024; the RWA

Executive Committee meeting he attended on August 27, 2024; and the ACWA Regulatory Committee meeting he attended on August 28, 2024.

Joint Board Meeting Items

- 19. a. Sacramento Suburban Water District/Del Paso Manor Water District Joint Special Board Meeting

The Draft Minutes from the August 14, 2024, meeting, and the Agenda for the September 11, 2024, meeting were provided.

Director’s Comments/Staff Statements and Requests

None.

Adjournment

President Thomas adjourned the meeting at 8:03 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 2

Date: October 21, 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 September 1, 2024, through September 31, 2024.
2. Accept the credit card expenditures listing for the period September 1, 2024, through September 31, 2024.
3. Ratify the Investment Activity register for the period September 1, 2024, through September 31, 2024.
4. Accept the Investment Portfolio Register as of the end of 3rd Quarter of 2024.
5. Accept the Debt Portfolio Register as of the end of 3rd Quarter of 2024.

Background:

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

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

Discussion:

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

- Cash Expenditures (AP Warrants) Register – September 2024
- Credit Card Expenditures Register – September 2024
- Investment Activity Register – September 2024
- Investment Portfolio Register – 3rd Quarter 2024
- Debt Portfolio Register – 3rd Quarter 2024

Cash Expenditures (AP Warrants) Register– September 2024

During the month of September 2024, the District made cash payments totaling \$3.8 million. The primary expenditures were \$2.0 million for capital improvement projects, \$0.2 million for water costs, \$0.7 million for payroll, \$0.3 million for pension and health benefits, \$0.3 million for engineering, construction, contract & financial services, and \$0.3 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 – September 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 \$13,034 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 – September 2024

During the month of September 2024, the District purchased one US Treasury Note for \$0.25 million (par), three Corporate Notes for \$0.6 million (par), and one Asset-Backed Security Obligation for \$0.35 million (par). The District received principal pay downs on thirteen Asset-Backed Security Obligations for \$0.5 million (par) and five Federal Agency Commercial Mortgages-Back Securities for \$36,658 (par). One Supranational Note matured for \$0.4 million (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.

Investment Portfolio Register – 3rd Quarter 2024

Excess and reserve funds are invested in diverse investments that consist of corporate notes, Federal Agency bonds and discount notes, U.S. Treasury bonds, notes and bills, Supra-National Agency notes, commercial paper, municipal bonds, negotiable certificates of deposit, asset-backed securities, collateralized mortgage obligations, and Local Agency Investment Fund (LAIF). The District's investments are under the day-to-day management of PFM Asset Management LLC ("PFMAM") as a wholly-owned subsidiary of U.S. Bancorp Asset Management, Inc ("USBAM"). On December 7, 2021, USBAM acquired PFMAM. From December 7, 2021, to present, PFMAM

has been operating as a wholly-owned subsidiary of USBAM. USBAM and PFMAM are separate legal entities and maintain separate registrations as investment advisers with the U.S. Securities and Exchange Commission (SEC). Moving forward upon the consolidation, USBAM and PFMAM will become a single legal entity and a single SEC-registered investment adviser. The PFMAM entity will be dissolved and its registration with the SEC will be withdrawn. USBAM will be the continuing legal entity and registered investment adviser that will serve PFMAM clients following the Consolidation. USBAM will service PFMAM's public sector and related clients under the PFMAM brand name, operating as a division of USBAM. PFMAM expects the Consolidation to be effective in the fourth quarter of 2024 and will provide notice of the effective date of the Consolidation fourteen (14) days in advance. Staff will notify the Board when the Consolidation has been completed.

PFMAM manages the portfolio in compliance with the District's Investment Policy and provides monthly and quarterly reporting, analytics, and proposes strategies for the District. The PFMAM market portfolio is currently earning a rate of 3.61 % per annum (at cost), while LAIF is earning 4.58%. District staff monitors investment assets quarterly and reviews the effective duration of the District's portfolio against its benchmark index on a quarterly basis as well.

Summary of District's Investment Portfolio September 30, 2024):

Fair Market Value	Security Type	Yield
\$ 3,796,460.08	Money Market - US Bank	4.51%
4,127,876.45	LAIF	4.58%
	PFM Portfolio	
3,406,397.09	Asset-Backed Securities	4.39%
9,060,565.99	Corporate Notes	3.43%
2,422,864.25	Federal Agency Securities Bonds/Notes	0.52%
5,776,597.96	Federal Agency Collateralized Mortgage Obligation	4.61%
1,210,638.68	Municipal Obligations	0.96%
14,822,405.88	Treasury Bonds/Notes	3.89%
36,699,469.85	Total PFM Portfolio	3.61%
\$ 44,623,806.38		3.78%

Par value of the PFM Portfolio as of September 30, 2024, is \$37,261,456 versus the market value of \$36,699,470. The difference is primarily related to current market rates being higher than coupon rates, which affects the market value of the investments.

The portfolio details are included with this report as Attachment 4.

All investments are invested and accounted for in accordance with the District Investment Policy (PL - FIN 003) and Government Code.

Debt Portfolio Register – 3rd Quarter 2024

Total principal outstanding as of September 30, 2024, is now \$43.0 million. The following table shows the District's long-term debt obligations as of September 30, 2024. Scheduled 2024 principal payments of \$5.0 million are not due until the end of October 2024.

Summary of District's Debt Portfolio:

Debt	Original Par	Outstanding	Issuance	Final Maturity
2018A	19,615,000	5,630,000	Fixed Rate Revenue Bond	11/1/2028
2022A	34,725,000	34,455,000	Fixed Rate Revenue Bond	11/1/2031
2022B	6,585,000	2,960,000	Fixed Rate Revenue Bond	11/1/2024
	90,125,000	43,045,000		

Attachments:

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

**Cash Expenditures
SEPTEMBER 2024**

AP Warrant List From: 9/1/2024 To: 9/30/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
ACS CONSTRUCTION	000008940	9/5/2024	\$2,870.00	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$2,870.00	
	000008965	9/19/2024	\$330.00	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$330.00	
ACWA JPIA INSURANCE EAP	86792	9/11/2024	\$181.84	HR - MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$181.84	
ADP, INC	ACHS & CHECKS	9/20/2024	\$653,503.55	PAYROLL
		TOTAL	\$653,503.55	
	ACH0087588	9/27/2024	\$403.20	FINANCIAL SERVICES
		TOTAL	\$403.20	
	ACH0087589	9/27/2024	\$2,877.25	FINANCIAL SERVICES
		TOTAL	\$2,877.25	
AFLAC	86801	9/11/2024	\$435.13	EMPLOYEE PAID SUPPLEMENT INSURANCE - AFLAC
		TOTAL	\$435.13	
	86947	9/25/2024	\$435.13	EMPLOYEE PAID SUPPLEMENT INSURANCE - AFLAC
		TOTAL	\$435.13	
ALL PRO BACKFLOW	000008933	9/5/2024	\$599.98	PROJECT: WATT AVE COMPLETE STREETS PRJ
		TOTAL	\$599.98	
	000008949	9/11/2024	\$4,905.00	BACKFLOW SERVICE
		TOTAL	\$4,905.00	
ALLIED UNIVERSAL	86886	9/19/2024	\$44.42	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$44.42	
AMAZON BUSINESS	000008936	9/5/2024	\$3,857.40	PROJECT: BOARD ROOM AUDIO SYSTEM
			\$344.19	OPERATING SUPPLIES
		TOTAL	\$4,201.59	
	000008964	9/19/2024	\$99.20	PROJECT: 2023 SCADA NETWORK IMPROVEMENT
			\$304.43	OFFICE SUPPLIES
		TOTAL	\$403.63	
	000008974	9/25/2024	\$217.23	OPERATING SUPPLIES
		TOTAL	\$217.23	
AMERITAS (VISION)	86777	9/5/2024	\$2,190.72	EMPLOYEE BENEFIT - VISION
		TOTAL	\$2,190.72	
ANSWERNET	000008942	9/11/2024	\$729.80	COMMUNICATION
		TOTAL	\$729.80	
APEX SITE SOLUTIONS	86955	9/25/2024	\$75,815.70	PROJECT: MEGANET DECOMMISSIONING
		TOTAL	\$75,815.70	
ASCE	86944	9/25/2024	\$183.00	ENGINEERING - MEMBERSHIP & DUES
		TOTAL	\$183.00	
AT&T	86884	9/19/2024	\$384.69	IT - COMMUNICATION
		TOTAL	\$384.69	
	86965	9/25/2024	\$3,872.05	IT - COMMUNICATION
		TOTAL	\$3,872.05	
ATLAS DISPOSAL	86857	9/19/2024	\$250.63	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$250.63	
AUBURN CONSTRUCTORS	86758	9/5/2024	\$19,612.31	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$19,612.31	
	86759	9/5/2024	\$1,550.91	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	\$1,550.91	
	86790	9/11/2024	\$414,597.13	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$414,597.13	
	86791	9/11/2024	\$414,907.32	PROJECT: WELL 84 ANTELOPE/DON JULIO

AP Warrant List From: 9/1/2024 To: 9/30/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$414,907.32	
	86802	9/11/2024	\$107,315.37	PROJECT: WELL 80 WALNUT/AUBURN
		TOTAL	\$107,315.37	
BARTKIEWICZ KRONICK & SHANAHAN	000008954	9/19/2024	\$8,208.57	LEGAL SERVICES
		TOTAL	\$8,208.57	
BROADRIDGE MAIL LLC	86780	9/5/2024	\$1,248.12	CUST SERVICE - CONTRACT SERVICES
			\$410.89	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$1,659.01	
	86808	9/11/2024	\$4,567.58	PRINTING
		TOTAL	\$4,567.58	
	86957	9/25/2024	\$9,536.31	CONTRACT SERVICES
			\$536.25	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$10,072.56	
	ACH0087647	9/11/2024	\$13.63	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$13.63	
	ACH0087648	9/10/2024	\$1,469.77	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$1,469.77	
	ACH0087649	9/9/2024	\$821.78	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$821.78	
	ACH0087650	9/9/2024	\$15,771.02	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$15,771.02	
BROWN & CALDWELL	86950	9/25/2024	\$20,129.98	PROJECT: LEAD COPPER RULE REVI SERV LIN
		TOTAL	\$20,129.98	
BSK ASSOCIATES	000008962	9/19/2024	\$12,998.00	INSPECTION & TESTING
		TOTAL	\$12,998.00	
BURTON ROBB /BURT'S LAWN & GARDEN SERVICE	000008955	9/19/2024	\$8,340.00	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$8,340.00	
CA/NV AWWA	86768	9/5/2024	\$250.00	PUBLIC RELATIONS
		TOTAL	\$250.00	
CAPITAL RUBBER & GASKET INC	86878	9/19/2024	\$228.38	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$228.38	
CAPITAL SWEEPER SERVICE	86816	9/11/2024	\$184.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$184.00	
CAPRA ENVIRONMENTAL SERVICES CORP	86813	9/11/2024	\$6,808.00	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$6,808.00	
CENTRAL VALLEY ENG & ASPHALT	000008930	9/5/2024	\$95,607.50	DISTRIBUTION - MISC. REPAIRS/PAVING
		TOTAL	\$95,607.50	
CHASE PAYMENTECH	ACH0087342	9/9/2024	\$21,699.74	CUST SERVICE - CREDIT CARD FEES
		TOTAL	\$21,699.74	
CINTAS	86793	9/11/2024	\$781.97	BUILDING MAINTENANCE - OFFICE & YARD
			\$1,308.53	UNIFORMS
		TOTAL	\$2,090.50	
CITRUS HEIGHTS SAW & MOWER	86794	9/11/2024	\$145.90	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$145.90	
CITY OF SACRAMENTO DEPT OF UTILITIES	86867	9/19/2024	\$15.03	UTILITIES
		TOTAL	\$15.03	
COMCAST	86858	9/19/2024	\$100.84	COMMUNICATION
		TOTAL	\$100.84	
CONSOLIDATED COMMUNICATIONS	86946	9/25/2024	\$655.31	COMMUNICATION
		TOTAL	\$655.31	
CORE & MAIN	86774	9/5/2024	3 \$3,230.67	INVENTORY

AP Warrant List From: 9/1/2024 To: 9/30/2024

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$3,230.67	
COTTON SHOPPE	86767	9/5/2024	\$454.14	UNIFORMS
		TOTAL	\$454.14	
	86866	9/19/2024	\$1,251.06	UNIFORMS
		TOTAL	\$1,251.06	
COUNTY OF SAC PUBLIC WORKS	86761	9/5/2024	\$1,665.00	PROJECT: WATT AVE COMPLETE STREETS PRJ
			\$864.00	DISTRIBUTION - LICENSES, PERMITS & FEES
	TOTAL	\$2,529.00		
CULLIGAN	86872	9/19/2024	\$44.75	OPERATING SUPPLIES
		TOTAL	\$44.75	
CUSTOMER REFUNDS	Multiple Payments	9/5/2024	\$30,039.14	Customer Refunds: 94
		TOTAL	\$30,039.14	
DELL MARKETING LP	000008924	9/5/2024	\$21,631.75	PROJECT: LAPTOP/EQUIP REFRESH
		TOTAL	\$21,631.75	
	000008956	9/19/2024	\$24,669.41	PROJECT: LAPTOP/EQUIP REFRESH
		TOTAL	\$24,669.41	
DELTA PRINT GROUP	86876	9/19/2024	\$11,881.63	PRINTING
		TOTAL	\$11,881.63	
DEWBERRY ENGINEERS INC	86783	9/5/2024	\$575.00	PROJECT: AUBURN BLVD BRIDGE PIPE REPL
		TOTAL	\$575.00	
DIGIKEY ELECTRONICS	86963	9/25/2024	\$392.74	OPERATING SUPPLIES
		TOTAL	\$392.74	
DIRECT TV	86870	9/19/2024	\$13.00	COMMUNICATION
		TOTAL	\$13.00	
DOMCO PLUMBING	86775	9/5/2024	\$400.00	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$400.00	
DOMENICHELLI & ASSOCIATES	000008925	9/5/2024	\$1,060.00	PROJECT: Q STREET MAIN REPLACMENT
		TOTAL	\$1,060.00	
DOUGLAS GRANDY	86821	9/11/2024	\$109.29	CONSERVATION REBATES
		TOTAL	\$109.29	
ECO-CHECK COMPLIANCE INC	86964	9/25/2024	\$550.00	INSPECTION & TESTING
		TOTAL	\$550.00	
EISNER ADVISORY GROUP LLC	86880	9/19/2024	\$13,640.50	LEGAL SERVICES
		TOTAL	\$13,640.50	
EMCOR SERVICES	86811	9/11/2024	\$461.25	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$461.25	
	86875	9/19/2024	\$520.00	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$520.00	
EMPLOYEE RELATIONS	000008945	9/11/2024	\$823.60	EMPLOYMENT COST
		TOTAL	\$823.60	
E-PLUS TECHNOLOGY	86967	9/25/2024	\$3,600.00	IT - LICENSES, PERMITS & FEES
		TOTAL	\$3,600.00	
ERC CONTRACTING	000008935	9/5/2024	\$2,625.00	PROJECT: WATT MAIN EXTENSIION
		TOTAL	\$2,625.00	
	000008951	9/11/2024	\$4,625.00	ENGINEERING - CONSULTING SERVICES
		TOTAL	\$4,625.00	
	000008963	9/19/2024	\$13,000.00	PROJECT: KPM CONTRACT - 2024 TERM 2
		TOTAL	\$13,000.00	
FLEETWASH INC	000008972	9/25/2024	\$988.71	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$988.71	
FLOWLINE CONTRACTORS INC	000008932	9/5/2024	4 \$6,592.32	PROJECT : RETENTION PAYABLE

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Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$6,592.32	
	000008947	9/11/2024	\$323,898.74	PROJECT: WATT AVE COMPLETE STREETS PRJ
		TOTAL	\$323,898.74	
FRED PRYOR SEMINARS/CAREER TRACK	86770	9/5/2024	\$199.00	DISTRIBUTION - REQUIRED TRAINING
		TOTAL	\$199.00	
	86804	9/11/2024	\$298.00	ENGINEERING - OTHER TRAINING
		TOTAL	\$298.00	
	86868	9/19/2024	\$199.00	FINANCE - OTHER TRAINING
		TOTAL	\$199.00	
FUTURE FORD	86859	9/19/2024	\$2,492.19	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$2,492.19	
GOVERNMENT FINANCE OFFICERS ASSOCIATION	86860	9/19/2024	\$160.00	FINANCE - MEMBERSHIP & DUES
			\$135.00	FINANCE - REQUIRED TRAINING
		TOTAL	\$295.00	
GRAINGER	86795	9/11/2024	\$26.07	OPERATING SUPPLIES
		TOTAL	\$26.07	
GREEN MEDIA CREATIONS INC	000008953	9/11/2024	\$9,046.20	CONSERVATION - CONTRACT SERVICES
		TOTAL	\$9,046.20	
HACH COMPANY	000008967	9/25/2024	\$2,694.51	INVENTORY
		TOTAL	\$2,694.51	
HARRINGTON PLASTICS	86762	9/5/2024	\$1,143.04	FIELD OPS - OPERATING SUPPLIES
		TOTAL	\$1,143.04	
HECTOR SEGOVIANO	86796	9/11/2024	\$34.31	MISCELLANEOUS
		TOTAL	\$34.31	
	86861	9/19/2024	\$38.97	MISCELLANEOUS
		TOTAL	\$38.97	
ICONIX WATERWORKS (US) INC	000008939	9/5/2024	\$17,191.75	PROJECT: WATT AVE COMPLETE STREETS PRJ
		TOTAL	\$17,191.75	
	000008975	9/25/2024	\$219.28	OPERATING SUPPLIES
		TOTAL	\$219.28	
INVOICE CLOUD INC	86877	9/19/2024	\$25,817.15	CREDIT CARD PROCESSING FEES - FINANCIAL SERVICES
		TOTAL	\$25,817.15	
IRENE SMITH	86822	9/11/2024	\$9.68	CONSERVATION REBATES
		TOTAL	\$9.68	
JOSHUA GAGNON	86869	9/19/2024	\$90.00	DISTRIBUTION - REQUIRED TRAINING
		TOTAL	\$90.00	
KIRBY PUMP AND MECHANICAL	86805	9/11/2024	\$182,178.70	PROJECT: KPM CONTRACT - 2024 TERM 2
		TOTAL	\$182,178.70	
	86871	9/19/2024	\$143,297.62	PROJECT: KPM CONTRACT - 2024 TERM 2
		TOTAL	\$143,297.62	
	86953	9/25/2024	\$855.00	PROJECT: KPM CONTRACT - 2024 TERM 2
		TOTAL	\$855.00	
KNUTSEN PUMP TESTING	86966	9/25/2024	\$11,000.00	PRODUCITON - CONTRACT SERVICES
		TOTAL	\$11,000.00	
KYLE JIVIDEN	86776	9/5/2024	\$209.13	UNIFORMS
		TOTAL	\$209.13	
LAUREN KONG	86823	9/11/2024	\$1,879.50	CONSERVATION REBATES
		TOTAL	\$1,879.50	
LES SCHWAB TIRE CENTER MADISON	86797	9/11/2024	\$20.00	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$20.00	
LIEBERT CASSIDY WHITMORE	86960	9/25/2024	5 \$180.00	LEGAL SERVICES

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VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
		TOTAL	\$180.00	
LIFEGUARD FIRST AID	000008934	9/5/2024	\$71.87	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$71.87	
MARGARET ADAMS	86819	9/11/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
MARK TAYLOR	86763	9/5/2024	\$204.75	OTHER TRAINING
		TOTAL	\$204.75	
MARY EGAN AND ASSOCIATES	86773	9/5/2024	\$1,800.00	HR - CONSULTING SERVICES
		TOTAL	\$1,800.00	
	86952	9/25/2024	\$3,600.00	HR - CONSULTING SERVICES
		TOTAL	\$3,600.00	
MARY FRANCK BLACKBIRD	86788	9/5/2024	\$500.00	CONSERVATION REBATES
		TOTAL	\$500.00	
MESSENGER PUBLISHING GROUP	000008948	9/11/2024	\$700.00	PUBLIC RELATIONS
		TOTAL	\$700.00	
MICHAEL PHILLIPS LANDSCAPE CORP	000008968	9/25/2024	\$3,507.50	CONSERVATION - CONTRACT SERVICES
		TOTAL	\$3,507.50	
MITCH JACKSON	86881	9/19/2024	\$206.45	ENGINEERING - TRAVEL CONFERENCES
		TOTAL	\$206.45	
MYFLEETCENTER	86812	9/11/2024	\$114.02	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$114.02	
	86879	9/19/2024	\$124.41	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$124.41	
NAVIANT	86815	9/11/2024	\$256.25	IT - CONSULTING SERVICES
		TOTAL	\$256.25	
NEEL SINGH	86786	9/5/2024	\$236.52	UNIFORMS
		TOTAL	\$236.52	
NEW PIG	86949	9/25/2024	\$957.04	OPERATING SUPPLIES
		TOTAL	\$957.04	
NINJIO LLC	86882	9/19/2024	\$192.56	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$192.56	
OFFICE DEPOT INC	86862	9/19/2024	\$188.63	OFFICE SUPPLIES
		TOTAL	\$188.63	
PACE SUPPLY CORP	000008929	9/5/2024	\$8,126.15	INVENTORY
		TOTAL	\$8,126.15	
	000008970	9/25/2024	\$1,222.02	INVENTORY
		TOTAL	\$1,222.02	
PATRON TRUCKING INC	86782	9/5/2024	\$1,786.65	DISTRIBUTION - CONSTRUCTION SERVICES
		TOTAL	\$1,786.65	
PAUL BAKER PRINTING INC	000008952	9/11/2024	\$5,131.30	COMM OUTREACH - PRINTING
		TOTAL	\$5,131.30	
	000008973	9/25/2024	\$386.61	COMM OUTREACH - PRINTING
		TOTAL	\$386.61	
PAUL JOHNSON	86958	9/25/2024	\$90.00	PRODUCTION - REQUIRED TRAINING
		TOTAL	\$90.00	
PEOPLEREADY	86779	9/5/2024	\$1,414.80	TEMPORARY HELP
		TOTAL	\$1,414.80	
	86807	9/11/2024	\$2,546.64	TEMPORARY HELP
		TOTAL	\$2,546.64	
	86956	9/25/2024	\$1,414.80	TEMPORARY HELP
		TOTAL	\$1,414.80	

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VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
PERS 457 PLAN	ACH0087577	9/6/2024	\$1,515.38	ACCRUED DEF COMP, PERS ROTH 457B
		TOTAL	\$1,515.38	
	ACH0087582	9/23/2024	\$1,415.38	ACCRUED DEF COMP, PERS ROTH 457B
		TOTAL	\$1,415.38	
PERS HEALTH	ACH0087343	9/6/2024	\$1,875.16	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$1,875.16	
	ACH0087344	9/6/2024	\$132,353.24	EMPLOYEE BENEFIT - HEALTH
		TOTAL	\$132,353.24	
PERS PENSION	ACH0087474	9/10/2024	\$1,050.00	FINANCE - CONSULTING SERVICES
		TOTAL	\$1,050.00	
	ACH0087579	9/5/2024	\$17,084.31	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$17,084.31	
	ACH0087580	9/5/2024	\$11,032.45	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$11,032.45	
	ACH0087581	9/5/2024	\$28,416.12	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$28,416.12	
	ACH0087584	9/23/2024	\$17,084.31	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$17,084.31	
	ACH0087585	9/23/2024	\$11,050.71	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$11,050.71	
	ACH0087586	9/23/2024	\$28,143.28	EMPLOYEE BENEFIT - PERS RETIREMENT
		TOTAL	\$28,143.28	
PEST PROS PEST SOLUTIONS	86810	9/11/2024	\$288.15	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$288.15	
PETERSON BRUSTAD INC	86778	9/5/2024	\$688.50	PROJECT: ENTERPRISE RESERV COND ASSESS
			\$5,131.88	PROJECT: MBP DUDLEY DUDLEY MAIN REPL
			\$6,595.75	PROJECT: MBP DUDLEY PEACEKEEPER MAIN RE
			TOTAL	\$12,416.13
	86954	9/25/2024	\$4,036.75	PROJECT: ENTERPRISE RESERV COND ASSESS
			\$30,857.63	PROJECT: MCCLELLAN TANK 216 COND ASSESS
TOTAL	\$34,894.38			
PFM ASSET MANAGEMENT LLC	000008960	9/19/2024	\$3,535.18	FINANCIAL SERVICES
		TOTAL	\$3,535.18	
PG&E	86863	9/19/2024	\$51.95	UTILITIES
		TOTAL	\$51.95	
POLLARD WATER	86764	9/5/2024	\$208.51	OPERATING SUPPLIES
		TOTAL	\$208.51	
PREMIER PRINT AND MAIL INC	86814	9/11/2024	\$14,970.54	COMM OUTREACH - PRINTING
		TOTAL	\$14,970.54	
PSOMAS	000008969	9/25/2024	\$1,675.50	PROJECT: PRO ACQU-WALERGA/ANTELOPE-PHAM
		TOTAL	\$1,675.50	
	000008977	9/25/2024	\$219.00	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$219.00	
QUADIENT LEASING USA INC	86883	9/19/2024	\$834.38	EQUIPMENT RENTAL/LEASE
		TOTAL	\$834.38	
RAMOS ENVIRONMENTAL SERVICES	86798	9/11/2024	\$416.84	HAZARDOUS WASTE DISPOSAL
		TOTAL	\$416.84	
RAWLES ENGINEERING	86799	9/11/2024	\$14,800.00	PROJECT: 2024 VALVE/HYDRANT/SERV REPL
		TOTAL	\$14,800.00	
REGIONAL WATER AUTHORITY	86765	9/5/2024	\$318.79	OPERATING SUPPLIES
		TOTAL	\$318.79	

AP Warrant List From: 9/1/2024 To: 9/30/2024

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VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
RESOURCE TELECOM LLC	000008957	9/19/2024	\$652.50	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$652.50	
RESTORATION MANAGEMENT CO	86784	9/5/2024	\$1,283.89	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$1,283.89	
ROBERT ROSCOE	000008926	9/5/2024	\$765.40	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$765.40	
RODERIC S DOW	86818	9/11/2024	\$2,400.00	CONSERVATION REBATES
		TOTAL	\$2,400.00	
RUE EQUIPMENT INC	86800	9/11/2024	\$450.00	EQUIPMENT MAINTENANCE SERVICES
			\$350.00	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$800.00	
	86864	9/19/2024	\$729.31	EQUIPMENT MAINTENANCE SERVICES
TOTAL	\$729.31			
SAC ICE LLC	86806	9/11/2024	\$471.24	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$471.24	
SAC VALLEY TRAILER SALES INC	86962	9/25/2024	\$2,321.80	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$2,321.80	
SACRAMENTO COUNTY UTILITIES	86760	9/5/2024	\$1,271.38	UTILITIES
		TOTAL	\$1,271.38	
SARAH DAINS	86959	9/25/2024	\$297.00	TRAVEL CONFERENCES
		TOTAL	\$297.00	
SENSUS USA INC	000008937	9/5/2024	\$17,028.94	IT - PREPAID LICENSES & PERMIT
		TOTAL	\$17,028.94	
SHARON SCHUTT	86820	9/11/2024	\$150.00	CONSERVATION REBATES
		TOTAL	\$150.00	
SIERRA CHEMICAL COMPANY	000008941	9/11/2024	\$7,219.03	HFA, CHEMICAL & DELIVERY
			\$10,086.80	HYPO, CHEMICAL & DELIVERY
		TOTAL	\$17,305.83	
	000008958	9/19/2024	\$1,355.00	HFA, CHEMICAL & DELIVERY
			\$3,144.00	HYPO, CHEMICAL & DELIVERY
TOTAL	\$4,499.00			
SKILLPATH SEMINARS	86948	9/25/2024	\$599.00	OTHER TRAINING
		TOTAL	\$599.00	
SMUD	86766	9/5/2024	\$118,375.04	ELECTRICAL CHARGES
		TOTAL	\$118,375.04	
	86865	9/19/2024	\$169.11	ELECTRICAL CHARGES
		TOTAL	\$169.11	
	86945	9/25/2024	\$97,190.31	ELECTRICAL CHARGES
		TOTAL	\$97,190.31	
SMUD ACCOUNTING	000008966	9/19/2024	\$500.00	PROJECT: WELL N20 - CA & MN MITIGATION
		TOTAL	\$500.00	
SONITROL	000008943	9/11/2024	\$2,032.90	BUILDING SERVICE EXPENSE - OFFICE & YARD
			\$1,414.20	MAINTENANCE - CONTRACT SERVICES
		TOTAL	\$3,447.10	
SUBURBAN PROPANE	86772	9/5/2024	\$8,870.89	PRODUCTION - OPERATING SUPPLIES
		TOTAL	\$8,870.89	
TAK COMMUNICATIONS CA INC	86787	9/5/2024	\$19,281.92	DISTRIBUTION - CONSTRUCTION SERVICES
		TOTAL	\$19,281.92	
	86817	9/11/2024	\$13,394.00	PROJECT: 2024 VALVE/HYDRANT/SERV REPL
			\$23,851.96	DISTRIBUTION - CONSTRUCTION SERVICES
TOTAL	\$37,245.96			

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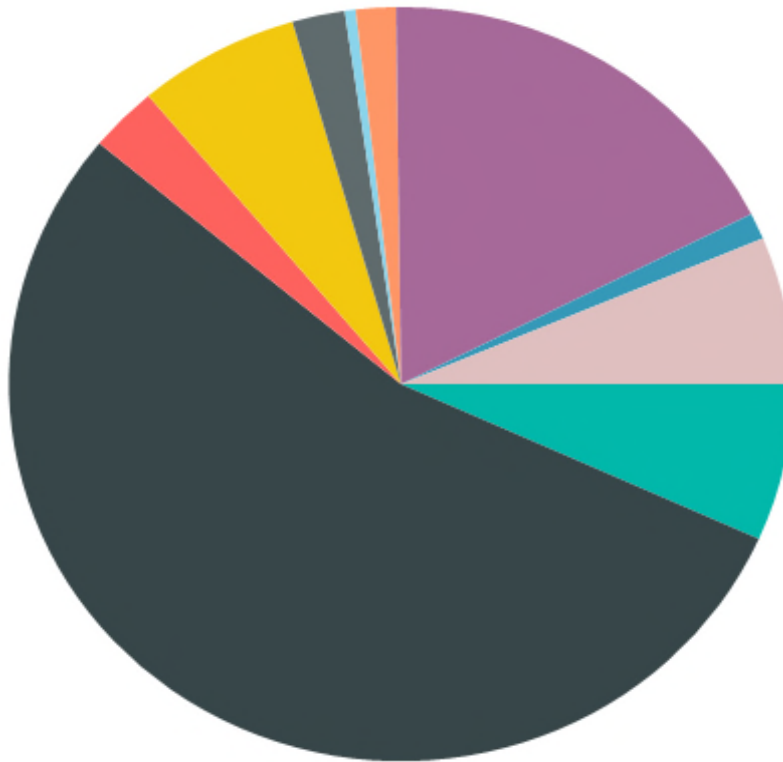
Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
	86885	9/19/2024	\$17,750.00	PROJECT: 2024 VALVE/HYDRANT/SERV REPL
		TOTAL	\$17,750.00	
TEE JANITORIAL & MAINTENANCE	86781	9/5/2024	\$4,108.00	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$4,108.00	
TELSTAR INSTRUMENTS	86873	9/19/2024	\$2,366.00	PRODUCTION - CONTRACT SERVICES
		TOTAL	\$2,366.00	
TESCO	000008927	9/5/2024	\$34,634.00	PROJECT: ENTERPR/NORTHDROP RESERVIOR/PS
		TOTAL	\$34,634.00	
TINA LYNN DESIGN	000008931	9/5/2024	\$60.00	MISCELLANEOUS
		TOTAL	\$60.00	
	000008946	9/11/2024	\$10,021.49	COMM OUTREACH - PRINTING
		TOTAL	\$10,021.49	
	000008961	9/19/2024	\$240.00	COMM OUTREACH - CONTRACT SERVICES
		TOTAL	\$240.00	
	000008971	9/25/2024	\$120.00	COMM OUTREACH - CONTRACT SERVICES
		TOTAL	\$120.00	
UBEO BUSINESS SERVICES	000008976	9/25/2024	\$112.38	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$112.38	
UNUM	86887	9/19/2024	\$5,727.25	EMPLOYEE BENEFIT - LTD INSURANCE
		TOTAL	\$5,727.25	
US BANK CORPORATE PAYMENT SYSTEM	86888	9/19/2024	\$13,034.40	SEPTEMBER CAL-CARD PAYMENT
		TOTAL	\$13,034.40	
USA BLUEBOOK	86951	9/25/2024	\$745.79	OPERATING SUPPLIES
		TOTAL	\$745.79	
USPS	ACH0087348	9/3/2024	\$13,160.38	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$13,160.38	
VALIC AIG	ACH0087578	9/6/2024	\$5,410.94	EMPLOYEE PAID - ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,410.94	
	ACH0087583	9/23/2024	\$5,410.94	EMPLOYEE PAID - ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,410.94	
VALLEY BATTERY	86809	9/11/2024	\$227.20	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$227.20	
	86874	9/19/2024	\$176.51	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$176.51	
VERIZON WIRELESS DALLAS TX	86769	9/5/2024	\$2,394.75	IT - COMMUNICATION
		TOTAL	\$2,394.75	
	86803	9/11/2024	\$3,563.61	IT - COMMUNICATION
		TOTAL	\$3,563.61	
VICKI SPRAGUE	86771	9/5/2024	\$161.88	OPERATING SUPPLIES
		TOTAL	\$161.88	
WASTE MANAGEMENT	000008959	9/19/2024	\$1,475.91	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$1,475.91	
WATERWISE CONSULTING, INC.	000008950	9/11/2024	\$195.00	CONSERVATION - CONTRACT SERVICES
		TOTAL	\$195.00	
WBCP INC	86961	9/25/2024	\$15,997.79	HR - CONSULTING SERVICES
		TOTAL	\$15,997.79	
WEST YOST & ASSOCIATES	000008922	9/5/2024	\$47,880.00	PROJECT: WLS 81/82/83 ANTELOPE N./POKER
		TOTAL	\$47,880.00	
	000008923	9/5/2024	\$31,142.03	PROJECT: WELL 84 ANTELOPE/DON JULIO
		TOTAL	9 \$31,142.03	

AP Warrant List From: 9/1/2024 To: 9/30/2024

VENDOR	PAYMENT NO.	DATE	AMOUNT	DESCRIPTION
	000008928	9/5/2024	\$28,121.25	PROJECT: AUBURN YARD - WELL SITE EVALUA
		TOTAL	\$28,121.25	
	000008944	9/11/2024	\$7,339.75	PROJECT: WELL 80 WALNUT/AUBURN
		TOTAL	\$7,339.75	
WESTAMERICA BANK ANALYSIS FEES	ACH0087587	9/17/2024	\$5,176.50	FINANCIAL SERVICES
		TOTAL	\$5,176.50	
WOLF CONSULTING	000008938	9/5/2024	\$4,800.00	IT - CONSULTING SERVICES
		TOTAL	\$4,800.00	
ZORO	86785	9/5/2024	\$80.72	OPERATING SUPPLIES
		TOTAL	\$80.72	
GRAND TOTAL			\$3,761,894.23	

AP Warrant List Summary Chart



**Credit Card Expenditures
SEPTEMBER 2024**

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

Vendor Name	Description	Amount	Proj/GL Acct
WAL-MART SUPERCENTER	ALL STAFF MEETING REFRESHMENTS	\$20.16	02-51403
NOAH'S BAGELS	ALL STAFF MEETING REFRESHMENTS	\$134.61	02-51403
COSTCO	CIP DELIVERY PERFORMANCE WORKSHOP #1 REFRESHMENTS	\$57.45	15-56000
ROUND TABLE PIZZA	CIP DELIVERY PERFORMANCE WORKSHOP #1 REFRESHMENTS	\$246.80	15-56000
ROUND TABLE PIZZA	BUDGET MEETING LUNCHEON	\$233.28	03-56000
ROUND TABLE PIZZA	LUNCH WITH THE GM	\$94.71	02-51403
RALEY'S	LUNCH WITH THE GM	\$5.99	02-51403
RALEY'S	BUDGET MEETING LUNCHEON	\$31.87	03-56000
AWWA	GREG BUNDESEN REGISTRATION FOR CONFERENCE	\$460.00	13-55001
SOUTHWEST	GREG BUNDESEN FLIGHT FOR CONFERENCE	\$197.96	13-55001
AWWA	JOSH TAYLOR REGISTRATION FOR CONFERENCE	\$460.00	13-55001
SOUTH PORT HOTEL	GREG BUNDESEN HOTEL FOR CONFERENCE	\$96.05	13-55001
SOUTHWETST	JOSH TAYLOR FLIGHT FOR CONFERENCE	\$197.96	13-55001
SOUTH PORT HOTEL	JOSH TAYLOR HOTEL FOR CONFERENCE	\$96.05	13-55001
SOUTH PORT HOTEL	JOSH TAYLOR HOTEL FOR CONFERENCE	\$132.05	13-55001
RALEY'S	WATER FORUM LUNCHEON	\$55.74	02-56000
HYHOPES - DON QUIXOTE	WATER FORUM LUNCHEON	\$354.69	02-56000
HAMPTON INN	VICKI SPRAGUE HOTEL FOR CONFERENCE	\$641.98	13-55001
SAC BEE	SAC BEE SUBSCRIPTION	\$7.99	02-52501
HACIENDA HOTEL	VICKI SPRAGUE HOTEL FOR CONFERENCE	\$425.14	13-55001
TRI CITY	YEAR IN REVIEW PRINTING	\$788.09	19-53002
ACWA	ACWA CONFERENCE REGISTRATION FOR JAY BOATWRIGHT	\$899.00	01-55001
CALCPA	TRAINING COURSE COMBATING INTERNAL FRAUD 2024	\$407.00	03-51407
TEXAS SAFETY EQUIP	PRODUCTION SUPPLIES	\$65.95	06-52101
SAMS CLUB	SAFETY BBQ	\$40.98	02-51403
UNVRSLCLASS	TRAINING- HOWARD MORELAND	\$189.00	06-51407
SAMS CLUB	KITCHEN SUPPLIES	\$166.76	03-52108
AWWA.ORG	AWWA PUBLICATIONS	\$84.50	05-52502
IVES	TRAINING- ERICA DAVIS	\$1,230.00	02-51406
COSTCO	OFFICE SUPPLIES	\$113.07	03-5108
IVES	TRAINING- PAUL WHITE	\$1,230.00	05-51407
HOME DEPOT	WATER CONSERVATION SUPPLIES	\$27.97	13-52101
TARGET	COVID TEST KITS	\$75.40	05-52101
BEST WESTERN	TRAINING - TOM SAWYER	\$732.57	06-51407

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

Vendor Name	Description	Amount	Proj/GL Acct
BEST WESTERN	TRAINING- CODY SCOTT	\$732.57	06-51407
SAMS CLUB	SAMS CLUB MEMBERSHIP	\$110.96	03-52501
LMNT	WAREHOUSE SUPPLIES- ELECTROLYTES	\$270.00	05-52101
COSTCO	OFFICE/KITCHEN SUPPLIES	\$163.29	03-52108
SAMS CLUB	OFFICE/KITCHEN SUPPLIES	\$133.46	03-52108
HOME DEPOT	WATER CONSERVATION SUPPLIES	\$59.11	13-52101
ENVIRONMENTAL SAMPLING SUPPLIES	ENVIRONMENTAL COMPLIANCE SUPPLIES	\$106.99	14-52101
VIVAX METROTECH	METROTECH REPAIR	\$516.68	12-52101
DIAMOND SHINE	DETAIL SAFETY CAR 84	\$75.00	12-54005
EMERSON PRO TOOLS	RIDGID PIPE FREEZE MACHINE REPAIR	\$865.57	12-52101
	Totals:	\$13,034.40	

Investment Activity
SEPTEMBER 2024

PFM Asset Management

Managed Account Security Transactions & Interest

SACRAMENTO SUBURBAN WATER DISTRICT - COMBINED PORTFOLIO

Transaction Type	Trade Date	Settlement Date	Maturity Date	CUSIP	Security Description	S&P Rating	Coupon Rate	Par	Principal Proceeds	Accrued Interest	Total Amount
BUY	09/17/2024	09/24/2024	09/17/2029	14041NGE5	COMET 2024-A1 A	AAA	3.92	350,000.00	(349,931.68)	-	(349,931.68)
BUY	09/09/2024	09/16/2024	06/15/2029	63743HFS6	NATIONAL RURAL UTIL CA-		5.15	120,000.00	(124,648.80)	(2,163.00)	(126,811.80)
BUY	09/09/2024	09/16/2024	06/15/2029	63743HFS6	NATIONAL RURAL UTIL CA-		5.15	180,000.00	(187,066.80)	(3,244.50)	(190,311.30)
BUY	09/04/2024	09/06/2024	06/30/2028	91282CCH2	US TREASURY N/B	AA+	1.25	250,000.00	(229,287.11)	(577.45)	(229,864.56)
BUY	09/03/2024	09/05/2024	09/05/2029	02665WFAQ9	AMERICAN HONDA FINA A-		4.4	300,000.00	(299,640.00)	-	(299,640.00)
BUY Total								1,200,000.00	(1,190,574.39)	(5,984.95)	(1,196,559.34)
INTEREST	09/29/2024	09/29/2024	09/29/2028	17325FBB3	CITIBANK NA (CALLABLE A+		5.803	-	-	15,958.25	15,958.25
INTEREST	09/01/2024	09/25/2024	11/01/2026	3137BTUM1	FHMS K061 A2	AA+	3.347	-	-	712.80	712.80
INTEREST	09/01/2024	09/25/2024	08/01/2028	3137HAQ74	FHMS K508 A2	AA+	4.74	-	-	1,481.25	1,481.25
INTEREST	09/01/2024	09/25/2024	08/01/2026	3137BSP72	FHMS K058 A2	AA+	2.653	-	-	994.88	994.88
INTEREST	09/01/2024	09/25/2024	01/01/2026	3137BNGT5	FHMS K054 A2	AA+	2.745	-	-	457.50	457.50
INTEREST	09/01/2024	09/25/2024	10/01/2028	3137HB3G7	FHMS K511 A2	AA+	4.86	-	-	850.50	850.50
INTEREST	09/01/2024	09/25/2024	12/01/2028	3137HBLV4	FHMS K514 A2	AA+	4.572	-	-	819.15	819.15
INTEREST	09/01/2024	09/25/2024	06/01/2028	3137HACX2	FHMS K505 A2	AA+	4.819	-	-	1,505.94	1,505.94
INTEREST	09/01/2024	09/25/2024	09/01/2028	3137HAMS2	FHMS K507 A2	AA+	4.8	-	-	1,500.00	1,500.00
INTEREST	09/01/2024	09/25/2024	07/01/2028	3136BQDE6	FNA 2023-M6 A2	AA+	4.19	-	-	1,309.38	1,309.38
INTEREST	09/01/2024	09/25/2024	06/01/2028	3137HAD45	FHMS KJ46 A1	AA+	4.777	-	-	1,185.37	1,185.37
INTEREST	09/01/2024	09/25/2024	04/01/2027	3137F1G44	FHMS K065 A2	AA+	3.243	-	-	1,013.44	1,013.44
INTEREST	09/01/2024	09/25/2024	10/01/2028	3137HB3D4	FHMS K510 A2	AA+	5.069	-	-	570.26	570.26
INTEREST	09/01/2024	09/25/2024	03/01/2027	3137BXQY1	FHMS K064 A2	AA+	3.224	-	-	1,007.50	1,007.50
INTEREST	09/01/2024	09/25/2024	07/01/2029	3137HDXL9	FHMS K526 A2	AA+	4.543	-	-	1,268.25	1,268.25
INTEREST	09/01/2024	09/25/2024	08/01/2028	3137HAMH6	FHMS K506 A2	AA+	4.65	-	-	2,228.13	2,228.13
INTEREST	09/01/2024	09/25/2024	12/01/2024	3137BGK24	FHMS K043 A2	AA+	3.062	-	-	673.83	673.83
INTEREST	09/01/2024	09/25/2024	05/01/2028	3137HBC69	FHMS KJ48 A1	AA+	4.858	-	-	1,200.46	1,200.46
INTEREST	09/01/2024	09/25/2024	09/01/2028	3137HAST4	FHMS K509 A2	AA+	4.85	-	-	1,131.67	1,131.67
INTEREST	09/23/2024	09/23/2024	09/23/2025	3137EAEX3	FREDDIE MAC	AA+	0.375	-	-	843.75	843.75
INTEREST	09/23/2024	09/23/2024	09/23/2024	4581XODZ8	INTER-AMERICAN DEVEL	AAA	0.5	-	-	1,100.00	1,100.00
INTEREST	09/21/2024	09/21/2024	06/21/2028	438123AC5	HAROT 2023-4 A3	NR	5.67	-	-	330.75	330.75
INTEREST	09/21/2024	09/21/2024	03/21/2029	43813YAC6	HAROT 2024-3 A3	NR	4.57	-	-	933.04	933.04
INTEREST	09/21/2024	09/21/2024	01/21/2026	43815GAC3	HAROT 2021-4 A3	NR	0.88	-	-	29.88	29.88
INTEREST	09/20/2024	09/20/2024	01/20/2027	92868AAD7	VWALT 2022-A A4	NR	3.65	-	-	441.04	441.04
INTEREST	09/16/2024	09/16/2024	09/16/2026	362554AC1	GMCAR 2021-4 A3	AAA	0.68	-	-	22.78	22.78
INTEREST	09/16/2024	09/16/2024	06/16/2026	380140AC7	GMCAR 2021-3 A3	AAA	0.48	-	-	15.11	15.11
INTEREST	09/15/2024	09/15/2024	09/15/2026	14044CAC6	COPAR 2021-1 A3	AAA	0.77	-	-	30.61	30.61
INTEREST	09/15/2024	09/15/2024	02/15/2029	92970QAA3	WFCIT 2024-A1 A	AAA	4.94	-	-	1,646.67	1,646.67
INTEREST	09/15/2024	09/15/2024	05/15/2028	05522RDG0	BACCT 2023-A1 A1	AAA	4.79	-	-	538.88	538.88
INTEREST	09/15/2024	09/15/2024	06/15/2026	14317DAC4	CARMX 2021-3 A3	AAA	0.55	-	-	34.97	34.97
INTEREST	09/15/2024	09/15/2024	02/17/2026	14314QAC8	CARMX 2021-2 A3	AAA	0.52	-	-	6.20	6.20
INTEREST	09/15/2024	09/15/2024	04/16/2029	02582JKH2	AMXCA 2024-1 A	AAA	5.23	-	-	1,372.88	1,372.88
INTEREST	09/15/2024	09/15/2024	04/15/2027	14318MAD1	CARMX 2022-3 A3	AAA	3.97	-	-	807.63	807.63
INTEREST	09/15/2024	09/15/2024	05/15/2026	44935FAD6	HART 2021-C A3	AAA	0.74	-	-	17.46	17.46

PFM Asset Management

Managed Account Security Transactions & Interest

SACRAMENTO SUBURBAN WATER DISTRICT - COMBINED PORTFOLIO

Transaction Type	Trade Date	Settlement Date	Maturity Date	CUSIP	Security Description	S&P Rating	Coupon Rate	Par	Principal Proceeds	Accrued Interest	Total Amount
INTEREST	09/15/2024	09/15/2024	09/15/2028	02582JKD1	AMXCA 2023-3 A	AAA	5.23	-	-	1,438.25	1,438.25
INTEREST	09/15/2024	09/15/2024	09/15/2026	254683CP8	DCENT 2021-A1 A1	AAA	0.58	-	-	120.83	120.83
INTEREST	09/15/2024	09/15/2024	12/15/2025	14316NAC3	CARMX 2021-1 A3	NR	0.34	-	-	0.32	0.32
INTEREST	09/15/2024	09/15/2024	11/17/2025	89190GAC1	TAOT 2021-B A3	AAA	0.26	-	-	9.11	9.11
INTEREST	09/15/2024	09/15/2024	03/15/2025	650036DT0	NY ST URBAN DEV-F-1	NR	0.87	-	-	1,848.75	1,848.75
INTEREST	09/15/2024	09/15/2024	10/15/2025	65480BAC1	NAROT 2021-A A3	AAA	0.33	-	-	12.73	12.73
INTEREST	09/15/2024	09/15/2024	05/15/2028	02582JJZ4	AMXCA 2023-1 A	AAA	4.87	-	-	608.75	608.75
INTEREST	09/15/2024	09/15/2024	01/16/2029	161571HV9	CHAIT 2024-A1 A	AAA	4.6	-	-	1,341.67	1,341.67
INTEREST	09/15/2024	09/15/2024	03/15/2027	084664CZ2	BERKSHIRE HATHAWAY	AA	2.3	-	-	7,187.50	7,187.50
INTEREST	09/15/2024	09/15/2024	05/15/2029	05522RDJ4	BACCT 2024-A1 A	AAA	4.93	-	-	1,355.75	1,355.75
INTEREST	09/15/2024	09/15/2024	03/15/2029	89237QAD2	TAOT 2024-C A3	AAA	4.88	-	-	650.67	650.67
INTEREST	09/14/2024	09/14/2024	03/14/2029	09290DAA9	BLACKROCK FUNDING	AAA	4.7	-	-	13,512.50	13,512.50
INTEREST	09/06/2024	09/06/2024	08/30/2024	254687FK7	WALT DISNEY COMPANY	A-	1.75	-	-	(38.89)	(38.89)
INTEREST	09/04/2024	09/04/2024	09/04/2025	3130AK5E2	FEDERAL HOME LOAN B	AA+	0.375	-	-	375.00	375.00
INTEREST	09/03/2024	09/03/2024		MONEY0002	MONEY MARKET FUND		0	-	-	15,724.54	15,724.54
INTEREST Total											
MATURITY	09/23/2024	09/23/2024	09/23/2024	4581X0DZ8	INTER-AMERICAN DEVEL	AAA	0.5	440,000.00	440,000.00	-	440,000.00
MATURITY Total								440,000.00	440,000.00	-	440,000.00
PAYDOWNS	09/01/2024	09/25/2024	12/01/2024	3137BGK24	FHMS K043 A2	AA+	3.062	18,734.40	18,734.40	-	18,734.40
PAYDOWNS	09/01/2024	09/25/2024	11/01/2026	3137BTUM1	FHMS K061 A2	AA+	3.347	495.35	495.35	-	495.35
PAYDOWNS	09/01/2024	09/25/2024	06/01/2028	3137HAD45	FHMS KJ46 A1	AA+	4.777	190.91	190.91	-	190.91
PAYDOWNS	09/01/2024	09/25/2024	05/01/2028	3137HBC69	FHMS KJ48 A1	AA+	4.858	571.17	571.17	-	571.17
PAYDOWNS	09/01/2024	09/25/2024	07/01/2028	3136BQDE6	FNA 2023-M6 A2	AA+	4.19	16,665.95	16,665.95	-	16,665.95
PAYDOWNS	09/21/2024	09/21/2024	01/21/2026	43815GAC3	HAROT 2021-4 A3	NR	0.88	5,445.42	5,445.42	-	5,445.42
PAYDOWNS	09/20/2024	09/20/2024	01/20/2027	92868AAD7	VWALT 2022-A A4	NR	3.65	145,000.00	145,000.00	-	145,000.00
PAYDOWNS	09/16/2024	09/16/2024	09/16/2026	362554AC1	GMCAR 2021-4 A3	AAA	0.68	4,342.63	4,342.63	-	4,342.63
PAYDOWNS	09/16/2024	09/16/2024	06/16/2026	380140AC7	GMCAR 2021-3 A3	AAA	0.48	6,134.01	6,134.01	-	6,134.01
PAYDOWNS	09/15/2024	09/15/2024	09/15/2026	14044CAC6	COPAR 2021-1 A3	AAA	0.77	5,391.36	5,391.36	-	5,391.36
PAYDOWNS	09/15/2024	09/15/2024	05/15/2026	44935FAD6	HART 2021-C A3	AAA	0.74	4,795.94	4,795.94	-	4,795.94
PAYDOWNS	09/15/2024	09/15/2024	04/15/2027	14318MAD1	CARMX 2022-3 A3	AAA	3.97	16,723.99	16,723.99	-	16,723.99
PAYDOWNS	09/15/2024	09/15/2024	02/17/2026	14314QAC8	CARMX 2021-2 A3	AAA	0.52	5,059.50	5,059.50	-	5,059.50
PAYDOWNS	09/15/2024	09/15/2024	06/15/2026	14317DAC4	CARMX 2021-3 A3	AAA	0.55	9,935.23	9,935.23	-	9,935.23
PAYDOWNS	09/15/2024	09/15/2024	12/15/2025	14316NAC3	CARMX 2021-1 A3	NR	0.34	1,125.88	1,125.88	-	1,125.88
PAYDOWNS	09/15/2024	09/15/2024	10/15/2025	65480BAC1	NAROT 2021-A A3	AAA	0.33	15,754.64	15,754.64	-	15,754.64
PAYDOWNS	09/15/2024	09/15/2024	09/15/2026	254683CP8	DCENT 2021-A1 A1	AAA	0.58	250,000.00	250,000.00	-	250,000.00
PAYDOWNS	09/15/2024	09/15/2024	11/17/2025	89190GAC1	TAOT 2021-B A3	AAA	0.26	15,049.50	15,049.50	-	15,049.50
PAYDOWNS Total								521,415.88	521,415.88	-	521,415.88
Grand Total								2,161,415.88	(229,158.51)	82,202.74	(146,955.77)

**Outstanding Investments
SEPTEMBER 2024**

California State Treasurer *Fiona Ma, CPA*



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

October 08, 2024

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[PMIA Average Monthly Yields](#)

SACRAMENTO SUBURBAN WATER DISTRICT

DIRECTOR OF FINANCE
3701 MARCONI AVENUE, SUITE 100
SACRAMENTO, CA 95821

[Tran Type Definitions](#)



Account Number:

September 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	4,127,952.84
Total Withdrawal:	0.00	Ending Balance:	4,127,952.84



SACRAMENTO SUBURBAN WAT

September 1, 2024 to September 30, 2024

ASSET DETAIL

Security Description

Security Description	Shares/Face Amt	Price	Market Value	Tax Cost	Unrealized Gain/Loss	Percent of Total Portfolio	Estimated Annual Income	Estimated Current Yield
Cash & Equivalents								
Cash/Money Market								
First American Government - 31846V203 Oblig Fd Cl Y #3763	3,796,460.080	1.0000	3,796,460.08	3,796,460.08	0.00	9.4	171,170.96	4.51
Total Cash/Money Market			\$3,796,460.08	\$3,796,460.08	\$0.00	9.4	\$171,170.96	
Total Cash & Equivalents			\$3,796,460.08	\$3,796,460.08	\$0.00	9.4	\$171,170.96	

PFM Asset Management

Managed Account Detail of Securities Held

SACRAMENTO SUBURBAN WATER DISTRICT - COMBINED PORTFOLIO

Sector Type	Description	CUSIP	Rate	S&P Rating	Trade Date	Settlement Date	Maturity Date	Par	Original Cost	Ytm At Cost	Accrued Interest	Amortized Cost	Market Value
ABS													
ABS	NAROT 2021-A A3 **0100	65480BAC1	0.33	AAA	2021-06-15	2021-06-23	2025-10-15	30,553.35	30,552.84	0.3303	4.48	30,553.23	30,439.33
ABS	TAOT 2021-B A3 **0100	89190GAC1	0.26	AAA	2021-06-08	2021-06-14	2025-11-17	26,978.77	26,975.87	0.2623	3.12	26,978.03	26,879.33
ABS	HAROT 2021-4 A3 **0100	43815GAC3	0.88	NR	2021-11-16	2021-11-24	2026-01-21	35,303.85	35,296.42	0.8851	8.63	35,301.52	34,843.53
ABS	CARMX 2021-2 A3 **0100	14314QAC8	0.52	AAA	2021-04-13	2021-04-21	2026-02-17	9,240.01	9,238.01	0.5245	2.14	9,239.44	9,205.36
ABS	HART 2021-C A3 **0100	44935FAD6	0.74	AAA	2021-11-09	2021-11-17	2026-05-15	23,516.53	23,511.28	0.745	7.73	23,514.64	23,299.69
ABS	CARMX 2021-3 A3 **0100	14317DAC4	0.55	AAA	2021-07-21	2021-07-28	2026-06-15	66,364.81	66,353.89	0.5575	16.22	66,361.00	65,415.06
ABS	GMCAR 2021-3 A3 **0100	380140AC7	0.48	AAA	2021-07-13	2021-07-21	2026-06-16	31,644.30	31,642.34	0.4812	6.33	31,643.62	31,347.63
ABS	COPAR 2021-1 A3 **0100	14044CAC6	0.77	AAA	2021-10-19	2021-10-27	2026-09-15	42,314.43	42,313.63	0.7703	14.48	42,314.11	41,669.38
ABS	GMCAR 2021-4 A3 **0100	362554AC1	0.68	AAA	2021-10-13	2021-10-21	2026-09-16	35,865.43	35,864.52	0.6805	10.16	35,865.07	35,334.73
ABS	CARMX 2022-3 A3 **0100	14318MAD1	3.97	AAA	2022-07-12	2022-07-20	2027-04-15	227,396.62	227,391.25	3.9705	401.23	227,393.74	226,355.37
ABS	AMXCA 2023-1 A **0100	02582JJZ4	4.87	AAA	2023-06-07	2023-06-14	2028-05-15	150,000.00	149,986.70	4.872	324.67	149,990.21	151,786.65
ABS	BACCT 2023-A1 A1 **0100	05522RDG0	4.79	AAA	2023-06-08	2023-06-16	2028-05-15	135,000.00	134,969.44	4.7948	287.40	134,977.47	136,378.49
ABS	HAROT 2023-4 A3 **0100	438123AC5	5.67	NR	2023-11-01	2023-11-08	2028-06-21	70,000.00	69,987.67	5.6741	110.25	69,989.92	71,624.77
ABS	AMXCA 2023-3 A **0100	02582JKD1	5.23	AAA	2023-09-12	2023-09-19	2028-09-15	330,000.00	329,985.25	5.2442	767.07	329,832.93	337,554.69
ABS	CHAIT 2024-A1 A **0100	161571HV9	4.6	AAA	2024-01-24	2024-01-31	2029-01-16	350,000.00	349,946.70	4.6034	715.56	349,953.74	354,411.40
ABS	WFCIT 2024-A1 A **0100	92970QAA3	4.94	AAA	2024-02-21	2024-03-01	2029-02-15	400,000.00	399,891.44	4.9461	823.33	399,932.61	408,324.00
ABS	TAOT 2024-C A3 **0100	89237QAD2	4.88	AAA	2024-07-23	2024-07-30	2029-03-15	160,000.00	159,999.90	4.88	347.02	160,000.00	162,764.16
ABS	HAROT 2024-3 A3 **0100	43813YAC6	4.57	NR	2024-08-09	2024-08-21	2029-03-21	245,000.00	244,961.51	4.5738	311.01	244,962.41	247,329.71
ABS	AMXCA 2024-1 A **0100	02582JKH2	5.23	AAA	2024-04-16	2024-04-23	2029-04-16	315,000.00	314,935.43	5.2347	732.20	314,935.43	324,331.56
ABS	BACCT 2024-A1 A **0100	05522RDJ4	4.93	AAA	2024-06-06	2024-06-13	2029-05-15	330,000.00	329,981.49	4.9312	723.07	329,983.66	337,581.75
ABS	COMET 2024-A1 A **0100	14041NGE5	3.92	AAA	2024-09-17	2024-09-24	2029-09-17	350,000.00	349,931.68	3.9241	266.78	349,932.26	349,520.50
ABS Total								3,364,178.11	3,363,717.26	4.39%	5,882.88	3,363,655.04	3,406,397.09
Agency CMBS													
Agency CMBS	FHMS K043 A2 **0100	3137BGK24	3.062	AA+	2020-03-19	2020-03-25	2024-12-01	245,340.56	257,492.58	1.9089	626.03	245,937.51	243,937.71
Agency CMBS	FHMS K054 A2 **0100	3137BNGT5	2.745	AA+	2023-04-11	2023-04-14	2026-01-01	200,000.00	191,718.75	4.3191	457.50	196,078.61	196,267.20
Agency CMBS	FHMS K058 A2 **0100	3137BSP72	2.653	AA+	2023-04-06	2023-04-12	2026-08-01	450,000.00	431,050.78	3.9844	994.88	439,314.70	438,678.90
Agency CMBS	FHMS K061 A2 **0100	3137BTJUM1	3.347	AA+	2023-05-19	2023-05-24	2026-11-01	255,064.60	247,213.40	4.2908	711.42	250,245.55	251,196.55
Agency CMBS	FHMS K064 A2 **0100	3137BXQY1	3.224	AA+	2023-08-16	2023-08-18	2027-03-01	375,000.00	353,730.47	4.9384	1,007.50	360,339.28	368,718.38
Agency CMBS	FHMS K065 A2 **0100	3137F1G44	3.243	AA+	2023-06-08	2023-06-13	2027-04-01	375,000.00	359,340.82	4.415	1,013.44	364,605.54	368,116.88
Agency CMBS	FHMS KJ48 A1 **0100	3137HBC69	4.858	AA+	2023-12-06	2023-12-14	2028-05-01	295,960.38	295,958.00	4.8581	1,198.15	295,958.40	302,611.50
Agency CMBS	FHMS K505 A2 **0100	3137HACX2	4.819	AA+	2023-07-13	2023-07-20	2028-06-01	375,000.00	378,745.50	4.5928	1,505.94	377,836.03	384,661.88
Agency CMBS	FHMS KJ46 A1 **0100	3137HAD45	4.777	AA+	2023-07-19	2023-07-27	2028-06-01	297,578.59	297,571.13	4.7775	1,184.61	297,572.92	302,247.01
Agency CMBS	FNA 2023-M6 A2 **0100	3136BQDE6	4.19	AA+	2023-07-18	2023-07-31	2028-07-01	358,334.05	352,259.17	4.5757	1,251.18	353,681.38	359,638.39
Agency CMBS	FHMS K506 A2 **0100	3137HAMH6	4.65	AA+	2023-09-07	2023-09-14	2028-08-01	575,000.00	566,494.03	4.9869	2,228.13	568,118.64	586,938.73
Agency CMBS	FHMS K508 A2 **0100	3137HAQ74	4.74	AA+	2023-10-11	2023-10-19	2028-08-01	375,000.00	366,774.00	5.2517	1,481.25	368,220.33	384,425.62
Agency CMBS	FHMS K507 A2 **0100	3137HAMS2	4.8	AA+	2023-09-20	2023-09-28	2028-09-01	375,000.00	370,517.63	5.0747	1,500.00	371,276.53	384,647.25
Agency CMBS	FHMS K509 A2 **0100	3137HAST4	4.85	AA+	2023-10-25	2023-10-31	2028-09-01	280,000.00	271,072.76	5.6045	1,131.67	272,445.54	287,903.56
Agency CMBS	FHMS K511 A2 **0100	3137HB3G7	4.86	AA+	2023-11-28	2023-12-07	2028-10-01	210,000.00	209,396.67	4.926	850.50	209,487.51	216,042.75
Agency CMBS	FHMS K510 A2 **0100	3137HB3D4	5.069	AA+	2023-11-14	2023-11-21	2028-10-01	135,000.00	134,609.72	5.1352	570.26	134,670.93	139,861.08
Agency CMBS	FHMS K514 A2 **0100	3137HBLV4	4.572	AA+	2024-02-01	2024-02-08	2028-12-01	215,000.00	217,149.79	4.3449	819.15	216,891.68	219,042.43
Agency CMBS	FHMS K526 A2 **0100	3137HDXL9	4.543	AA+	2024-08-07	2024-08-15	2029-07-01	335,000.00	338,133.59	4.333	1,268.25	338,061.37	341,662.14
Agency CMBS Total								5,727,278.19	5,639,228.79	4.61%	19,799.86	5,660,742.45	5,776,597.96
Corporate													
Corporate	BANK OF NY MELLON CORP **0100	06406RAL1	2.1	A	2020-01-21	2020-01-28	2024-10-24	150,000.00	150,660.00	2.0019	1,373.75	150,008.90	149,722.65
Corporate	AMAZON.COM INC **0100	023135CE4	3	AA	2022-04-11	2022-04-13	2025-04-13	200,000.00	199,682.00	3.0558	2,800.00	199,943.47	198,384.00
Corporate	HOME DEPOT INC (CALLABLE) **0100	437076CM2	2.7	A	2022-03-24	2022-03-28	2025-04-15	35,000.00	34,938.75	2.7599	435.75	34,989.17	34,624.35
Corporate	CINTAS CORPORATION NO. 2 (CALLABLE)	17252MAP5	3.45	A-	2022-04-26	2022-05-03	2025-05-01	85,000.00	84,981.30	3.4578	1,221.88	84,996.36	84,369.56
Corporate	APPLE INC **0100	037833BG4	3.2	AA+	2021-11-24	2021-11-29	2025-05-13	600,000.00	636,930.00	1.37	7,360.00	606,590.40	595,864.80
Corporate	NATIONAL AUSTRALIA BK/NY **0100	63254ABD9	3.5	AA-	2022-05-31	2022-06-09	2025-06-09	335,000.00	335,000.00	3.5	3,647.78	335,000.00	332,612.12

PFM Asset Management

Managed Account Detail of Securities Held

SACRAMENTO SUBURBAN WATER DISTRICT - COMBINED PORTFOLIO

Sector Type	Description	CUSIP	Rate	S&P Rating	Trade Date	Settlement Date	Maturity Date	Par	OriginalCost	Ytm At Cost	Accrued Interest	Amortized Cost	Market Value
Corporate	NATIONAL RURAL UTIL COOP **0100	63743HFE7	3.45	A-	2022-04-27	2022-05-04	2025-06-15	65,000.00	64,982.45	3.9168	660.29	64,996.02	64,527.19
Corporate	IBM CORP **0100	459200KS9	4	A-	2022-07-20	2022-07-27	2025-07-27	300,000.00	300,000.00	4	2,133.33	300,000.00	298,683.00
Corporate	BANK OF AMERICA CORP **0100	06051GFS3	3.875	A-	2020-08-18	2020-08-20	2025-08-01	275,000.00	314,011.50	0.9339	1,776.04	281,571.28	274,047.12
Corporate	UNITEDHEALTH GROUP INC (CALLABLE)	'91324PEC2	1.15	A+	2021-05-17	2021-05-19	2026-05-15	325,000.00	324,434.50	1.186	1,411.94	324,816.12	310,719.50
Corporate	ASTRAZENECA FINANCE LLC (CALLABLE)	04636NAA1	1.2	A+	2021-07-16	2021-07-20	2026-05-28	325,000.00	325,390.00	1.1744	1,332.50	325,133.20	310,922.95
Corporate	BANK OF AMERICA CORP (CALLABLE)**(06051GJD2		1.319	A-	2021-07-23	2021-07-27	2026-06-19	325,000.00	326,491.75	1.222	1,214.58	325,274.52	316,985.50
Corporate	AMERICAN EXPRESS CO (CALLABLE)**01025816CM9		1.65	BBB+	2021-11-19	2021-11-23	2026-11-04	325,000.00	324,506.00	1.682	2,189.69	324,791.14	308,951.50
Corporate	JPMORGAN CHASE & CO (CALLABLE)**046647PBT2		1.045	A-	2021-11-24	2021-11-29	2026-11-19	250,000.00	242,655.00	1.663	957.92	246,848.63	240,220.25
Corporate	CATERPILLAR FINL SERVICE **0100	14913R2U0	1.7	A	2022-01-11	2022-01-13	2027-01-08	325,000.00	323,358.75	1.8063	1,273.82	324,252.98	309,458.50
Corporate	TARGET CORP (CALLABLE)**0100	87612EBM7	1.95	A	2022-01-19	2022-01-24	2027-01-15	60,000.00	59,898.00	1.9861	247.00	59,953.07	57,625.08
Corporate	BERKSHIRE HATHAWAY FIN (CALLABLE)'084664CZ2		2.3	AA	2022-03-15	2022-03-17	2027-03-15	625,000.00	613,275.00	2.704	638.89	619,235.32	604,771.25
Corporate	NATIONAL AUSTRALIA BK/NY **0100	63254ABE7	3.905	AA-	2022-06-09	2022-06-13	2027-06-09	300,000.00	297,318.00	4.1049	3,644.67	298,554.47	299,565.90
Corporate	WALMART INC (CALLABLE)**0100	931142FB4	3.9	AA	2023-04-12	2023-04-18	2028-04-15	320,000.00	319,411.20	3.941	5,754.67	319,582.56	321,426.24
Corporate	LOCKHEED MARTIN CORP (CALLABLE)**539830BZ1		4.45	A-	2023-05-23	2023-05-25	2028-05-15	45,000.00	44,919.00	4.491	756.50	44,940.99	45,707.04
Corporate	MORGAN STANLEY BANK NA (CALLABLE)61690U8E3		4.968	A+	2024-07-18	2024-07-19	2028-07-14	400,000.00	400,400.00	4.9402	3,974.40	400,375.60	408,000.80
Corporate	JOHN DEERE CAPITAL CORP **0100	24422EXB0	4.95	A	2023-07-21	2023-07-25	2028-07-14	275,000.00	277,101.00	4.775	2,911.56	276,600.71	283,978.48
Corporate	CITIBANK NA (CALLABLE)**0100	17325FB83	5.803	A+	2023-10-02	2023-10-04	2028-09-29	550,000.00	547,272.00	5.919	1,177.33	547,753.91	581,862.60
Corporate	TOYOTA MOTOR CREDIT CORP **0100	89236TLL7	4.65	A+	2024-01-02	2024-01-05	2029-01-05	160,000.00	159,780.80	4.681	1,777.33	159,810.45	163,217.76
Corporate	TOYOTA MOTOR CREDIT CORP **0100	89236TLL7	4.65	A+	2024-01-03	2024-01-05	2029-01-05	115,000.00	114,848.20	4.6799	1,277.46	114,868.59	117,312.77
Corporate	AIR PRODUCTS & CHEMICALS (CALLABLE 009158BH8		4.6	A	2024-02-06	2024-02-08	2029-02-08	250,000.00	249,667.50	4.6301	1,693.06	249,706.48	255,915.75
Corporate	CISCO SYSTEMS INC (CALLABLE)**0100	17275RBR2	4.85	AA-	2024-02-21	2024-02-26	2029-02-26	310,000.00	309,891.50	4.8579	1,461.74	309,903.99	320,477.69
Corporate	BLACKROCK FUNDING INC (CALLABLE)**09290DAA9		4.7	AA-	2024-03-06	2024-03-14	2029-03-14	540,000.00	540,264.60	4.6888	1,198.50	540,240.50	555,111.90
Corporate	BLACKROCK FUNDING INC (CALLABLE)**09290DAA9		4.7	AA-	2024-03-05	2024-03-14	2029-03-14	35,000.00	34,936.65	4.741	77.68	34,943.01	35,979.48
Corporate	ADOBE INC (CALLABLE)**0100	00724PAF6	4.8	A+	2024-04-01	2024-04-04	2029-04-04	150,000.00	149,776.50	4.8339	3,540.00	149,796.21	154,853.25
Corporate	ADOBE INC (CALLABLE)**0100	00724PAF6	4.8	A+	2024-04-02	2024-04-04	2029-04-04	125,000.00	124,835.00	4.83	2,950.00	124,849.70	129,044.38
Corporate	NATIONAL RURAL UTIL COOP (CALLABLE 63743HFS6		5.15	A-	2024-09-09	2024-09-16	2029-06-15	180,000.00	187,066.80	4.2258	3,630.75	187,010.56	186,746.40
Corporate	NATIONAL RURAL UTIL COOP (CALLABLE 63743HFS6		5.15	A-	2024-09-09	2024-09-16	2029-06-15	120,000.00	124,648.80	4.2377	2,420.50	124,611.44	124,497.60
Corporate	HOME DEPOT INC (CALLABLE)**0100	437076DC3	4.75	A	2024-06-18	2024-06-25	2029-06-25	185,000.00	183,984.35	4.875	2,343.33	184,033.24	190,560.92
Corporate	HOME DEPOT INC (CALLABLE)**0100	437076DC3	4.75	A	2024-06-17	2024-06-25	2029-06-25	90,000.00	89,419.50	4.897	1,140.00	89,447.21	92,705.31
Corporate	AMERICAN HONDA FINANCE **0100	02665WFFQ9	4.4	A-	2024-09-03	2024-09-05	2029-09-05	300,000.00	299,640.00	4.427	953.33	299,644.94	301,112.40
Corporate Total								9,055,000.00	9,116,376.40	3.43%	72,357.95	9,065,075.14	9,060,565.99
Federal Agency													
Federal Agency	FANNIE MAE **0100	3135G03U5	0.625	AA+	2020-04-22	2020-04-24	2025-04-22	450,000.00	449,073.00	0.667	1,242.19	449,896.37	440,914.95
Federal Agency	FREDDIE MAC **0100	3137EAEU9	0.375	AA+	2020-07-21	2020-07-23	2025-07-21	500,000.00	497,510.00	0.476	364.58	499,598.39	485,641.00
Federal Agency	FANNIE MAE **0100	3135G05X7	0.375	AA+	2020-08-25	2020-08-27	2025-08-25	450,000.00	447,894.00	0.4699	168.75	449,620.50	435,425.85
Federal Agency	FEDERAL HOME LOAN BANK **0100	3130AK5E2	0.375	AA+	2020-09-10	2020-09-11	2025-09-04	200,000.00	199,400.00	0.4359	56.25	199,888.57	193,415.20
Federal Agency	FREDDIE MAC **0100	3137EAEX3	0.375	AA+	2020-09-23	2020-09-25	2025-09-23	450,000.00	448,645.50	0.4359	37.50	449,734.83	434,435.40
Federal Agency	FANNIE MAE **0100	3135G06G3	0.5	AA+	2020-11-09	2020-11-12	2025-11-07	450,000.00	448,389.00	0.5729	900.00	449,644.59	433,031.85
Federal Agency Total								2,500,000.00	2,490,911.50	0.52%	2,769.27	2,498,383.25	2,422,864.25
Municipal													
Municipal	NY ST URBAN DEV-F-1 **0100	650036DT0	0.87	NR	2020-12-16	2020-12-23	2025-03-15	425,000.00	425,000.00	0.87	164.33	425,000.00	417,856.60
Municipal	UNIV OF CALIFORNIA-BG (CALLABLE)**C91412HGE7		0.883	AA	2020-07-10	2020-07-16	2025-05-15	100,000.00	100,000.00	0.883	333.58	100,000.00	97,900.30
Municipal	FLORIDA ST BRD OF ADM **0100	341271AD6	1.258	AA	2020-09-03	2020-09-16	2025-07-01	200,000.00	200,000.00	1.2581	629.00	200,000.00	195,224.20
Municipal	FLORIDA ST BRD OF ADM **0100	341271AD6	1.258	AA	2020-09-03	2020-09-16	2025-07-01	105,000.00	105,696.15	1.1156	330.23	105,108.96	102,492.71
Municipal	FLORIDA ST BRD OF ADM **0100	341271AD6	1.258	AA	2020-09-03	2020-09-16	2025-07-01	75,000.00	75,530.25	1.1061	235.88	75,083.00	73,209.08
Municipal	MINNESOTA ST-F-UNREF **0100	60412AK85	0.63	AAA	2024-05-07	2024-05-07	2025-08-01	130,000.00	130,000.00	0.6298	136.50	130,000.00	126,330.10
Municipal	CALIFORNIA ST UNIV-B **0100	13077DQD7	0.862	AA-	2021-07-09	2021-07-29	2025-11-01	115,000.00	115,000.00	0.862	413.04	115,000.00	110,914.74
Municipal	NJ TPK AUTH -B-TXBL **0100	646140DP5	1.047	AA-	2021-01-22	2021-02-04	2026-01-01	90,000.00	90,000.00	1.047	235.58	90,000.00	86,710.95
Municipal Total								1,240,000.00	1,241,226.40	0.96%	2,478.14	1,240,191.96	1,210,638.68
U.S. Treasury													

PFM Asset Management

Managed Account Detail of Securities Held

SACRAMENTO SUBURBAN WATER DISTRICT - COMBINED PORTFOLIO

Sector Type	Description	CUSIP	Rate	S&P Rating	Trade Date	Settlement Date	Maturity Date	Par	OriginalCost	Ytm At Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury	US TREASURY N/B **0100	91282CBW0	0.75	AA+	2022-02-18	2022-02-25	2026-04-30	400,000.00	382,750.00	1.8269	1,255.43	393,484.59	381,796.80
U.S. Treasury	US TREASURY N/B **0100	91282CCP4	0.625	AA+	2022-08-08	2022-08-15	2026-07-31	925,000.00	842,328.13	3.0378	974.01	886,808.57	875,281.25
U.S. Treasury	US TREASURY N/B **0100	91282CCP4	0.625	AA+	2022-08-01	2022-08-04	2026-07-31	450,000.00	414,281.25	2.739	473.85	433,623.80	425,812.50
U.S. Treasury	US TREASURY N/B **0100	91282CCP4	0.625	AA+	2022-06-02	2022-06-06	2026-07-31	375,000.00	341,264.65	2.9425	394.87	360,135.08	354,843.75
U.S. Treasury	US TREASURY N/B **0100	91282CCP4	0.625	AA+	2022-07-05	2022-07-08	2026-07-31	225,000.00	205,971.68	2.8434	236.92	216,434.69	212,906.25
U.S. Treasury	US TREASURY N/B **0100	912828U24	2	AA+	2023-01-04	2023-01-06	2026-11-15	3,000,000.00	2,791,054.69	3.9649	22,663.04	2,885,072.66	2,899,806.00
U.S. Treasury	US TREASURY N/B **0100	912828U24	2	AA+	2022-11-01	2022-11-04	2026-11-15	1,200,000.00	1,095,093.75	4.3903	9,065.22	1,144,767.43	1,159,922.40
U.S. Treasury	US TREASURY N/B **0100	912828U24	2	AA+	2022-10-05	2022-10-11	2026-11-15	1,100,000.00	1,013,804.69	4.0975	8,309.78	1,055,346.68	1,063,262.20
U.S. Treasury	US TREASURY N/B **0100	91282CEN7	2.75	AA+	2023-01-31	2023-02-03	2027-04-30	1,100,000.00	1,059,136.72	3.7045	12,658.97	1,075,143.93	1,077,098.00
U.S. Treasury	US TREASURY N/B **0100	91282CFB2	2.75	AA+	2023-05-01	2023-05-05	2027-07-31	1,500,000.00	1,449,316.41	3.6158	6,949.73	1,466,178.20	1,466,133.00
U.S. Treasury	US TREASURY N/B **0100	91282CFB2	2.75	AA+	2023-03-02	2023-03-06	2027-07-31	825,000.00	769,860.35	4.4361	3,822.35	789,577.58	806,373.15
U.S. Treasury	US TREASURY N/B **0100	91282CGP0	4	AA+	2024-05-01	2024-05-06	2028-02-29	925,000.00	899,851.56	4.786	3,168.51	902,300.61	937,212.78
U.S. Treasury	US TREASURY N/B **0100	91282CGP0	4	AA+	2024-02-02	2024-02-06	2028-02-29	900,000.00	903,761.72	3.8872	3,082.87	903,158.43	911,882.70
U.S. Treasury	US TREASURY N/B **0100	91282CCH2	1.25	AA+	2024-06-06	2024-06-11	2028-06-30	1,150,000.00	1,017,255.86	4.3903	3,632.81	1,026,480.43	1,056,157.70
U.S. Treasury	US TREASURY N/B **0100	91282CCH2	1.25	AA+	2024-07-01	2024-07-03	2028-06-30	600,000.00	529,710.94	4.4881	1,895.38	533,690.04	551,038.80
U.S. Treasury	US TREASURY N/B **0100	91282CCH2	1.25	AA+	2024-08-01	2024-08-05	2028-06-30	450,000.00	406,371.09	3.9554	1,421.54	407,984.57	413,279.10
U.S. Treasury	US TREASURY N/B **0100	91282CCH2	1.25	AA+	2024-09-04	2024-09-06	2028-06-30	250,000.00	229,287.11	3.5928	789.74	229,632.40	229,599.50
U.S. Treasury Total								15,375,000.00	14,351,100.60	3.89%	80,795.02	14,709,819.69	14,822,405.88
PFM Total								37,261,456.30	36,202,560.95	3.61%	184,083.12	36,537,867.53	36,699,469.85
LAIF								4,127,952.84	4,127,952.84	4.58%	47,337.23		4,127,876.45
US BANK								3,796,460.08	3,796,460.08	4.51%			3,796,460.08
SSWD TOTAL								45,185,869.22	44,126,973.87	3.78%	231,420.35	36,537,867.53	44,623,806.38



Agenda Item: 3

Date: October 21, 2024

Subject: October 2024 Legislation Update

Staff Contact: Greg Bundesen, Conservation and Communications Supervisor

Recommended Board Action:

Approve staff’s recommendation regarding the California Proposition listed in Table 1 and review the results of the bills that the District has taken a position on in 2024 in Table 2.

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 a proposed California Proposition of interest to the District, a summary of the proposed legislation, and staff recommended position. Staff’s recommended position is based on input from ACWA and the RWA. Legislative bill and Proposition text can be provided upon request. Table 2 shows the results of various bills that the Board declared a position on throughout 2024.

Table 1: 2024 Legislative Bills for Board Consideration		
Bill Number	Summary	Position
Proposition 4	Authorizes \$10 million in bonds for various projects including water related projects.	Support

Table 2: 2024 Legislative Bill Results			
Bill Number	Summary	Dist. Position	Result
Assembly Bills			
AB 2257	Water and Sewer Fees and Assessments	Support	Chartered
AB 1827	Fees and Charges: Higher Consuming Parcels	Support	Chartered
AB 3121	Written Notice Conservation Order Dates	Support	Held in Committee
AB 2599	Updates to SB 3 to establish rules related to water quality testing results.	Support	Chartered

AB 2729	Amend Connection Fees	Oppose	Chaptered
AB 828	Managed Wetlands	Opposed	Vetoed by Governor
AB 2301	Regarding Retirement for Sacramento Sewer Agency	Support	Chaptered
AB 2257	Prop 218 Challenges	Support	Chaptered
AB 1330	Water Conservation Reporting Requirements	Support	Died at Desk
AB 2060	Existing Infrastructure and Flood Water Diversion for Groundwater Recharge	Support	Held In Committee
Senate Bills			
SB 1110	Urban Retail Water Providers Conservation Notices	Support	Held in Committee
SB 1201	Would require the reporting of any beneficial owners of a property for certain reporting requirements.	Oppose	Held in Committee
SB 1218	Emergency Water Supplies	Support	Held In Committee
SB 597	Rainwater Capture	Support	Chaptered
SB 366	California Water Plan Long Term Targets	Support	Vetoed by Governor
Glossary of “Result” Terms			
Chaptered	The Secretary of the State assigns the Bill to a sequential chapter number after it has been passed, signed, and becomes law.		
Held in Committee	When a bill does not receive enough votes to pass out of committee and therefore will not move to the floor.		
Vetoed by Governor	When a bill is returned to the house of origin with objections at which time the house of origin will journal the objections and proceed to reconsider the bill.		
Died at Desk	When a bill is passed from one house to another and not ordered to be held in preparation for going to conference.		

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: 4

Date: October 21, 2024

Subject: Policy Review – Employee Rules and Procedures Policy (PL - HR 001)

Staff Contact: Susan Schinnerer, Human Resources Manager

Recommended Board Action:

Ratify Employee Rules and Procedures Policy (PL - HR 001) without changes.

Background:

The Employee Rules and Procedures Policy (PL - HR 001) (Policy) is scheduled for review. The Policy was adopted by the Board of Directors (Board) on October 18, 2010, and was last reviewed by the Board on November 21, 2022, with minor language changes. Prior to that, it was approved on June 15, 2020, with no changes. On September 16, 2024, the Policy was brought to the Board for its scheduled review with no recommended changes. No comments from Directors have been received to date.

This Policy was not reviewed by legal counsel.

Discussion:

In addition, at the September 18, 2023, regular Board meeting, the Board approved an updated Policy Review Schedule (Schedule), which provides an opportunity for staff to recommend a different review period for policies when they are brought forward for Board review than what is listed on the Schedule. The Rules and Procedures Policy is currently listed for review every (2) years on the Schedule and does require legal review. Staff is recommending that the review period be updated to every five (4) years.

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

Attachment:

1 – Employee Rules and Procedures Policy (PL - HR 001) - clean

Sacramento Suburban Water District

Employment Rules and Procedures Policy

Adopted: October 18, 2010

Ratified without changes on: October 21, 2024

100.00 Purpose of the Policy

The purpose of this policy is to direct the General Manager to establish and maintain fair and consistent rules and procedures relating to District employment.

200.00 Policy

Pursuant to California Water Code Section 30580, the General Manager has full power and authority to employ, discharge and prescribe the duties of all District employees. The General Manager will ensure that all rules and procedures relating to District employment comply with state and federal labor laws and regulations governing public agency employment.

300.00 Authority and Responsibility

The General Manager will be responsible for administering this policy. The Assistant General Manager and Human Resources Manager will assist the General Manager in developing and maintaining an Employee Handbook that will be provided to all current and new employees.

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: 5

Date: October 21, 2024

Subject: Resolution No. 24-11 Honoring Dave Jones for his Service as a Board of Director

Staff Contact: Dan York, General Manager

Recommended Board Action:

Adopt Resolution No. 24-11 Honoring Dave Jones for his Service as a Board of Director.

Discussion:

Dave Jones was a valued employee of the Sacramento Suburban Water District for nearly 12 years, having been hired on July 18, 2005, and retiring on January 20, 2017. He was then elected to the Board of Directors and has served since January of 2017. His resignation was effective October 1, 2024. This Resolution commemorates his service as a District Board of Director. Staff have prepared a ceremonial, framed version of this Resolution for presentation to Mr. Jones.

This resolution benefits District customers by recognizing staff and Directors who have provided significant benefit to the overall operation and success of the District in various ways during their years of service to the District. This resolution specifically reinforces the District's commitment to its Mission and Vision Statements by recognizing employees that have performed their duties in accordance with District Values.

Attachment:

1 – Resolution No. 24-11 Honoring Dave Jones for his Service as a Board of Director.

RESOLUTION NO. 24-11

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SACRAMENTO SUBURBAN WATER DISTRICT
HONORING DAVE JONES FOR HIS SERVICE AS A BOARD OF DIRECTOR**

WHEREAS, David A. Jones completed nearly 12 years of dedicated service with the Sacramento Suburban Water District (District) as an employee, having been hired as an Associate Engineer on July 18, 2005, and retired on January 20, 2017; and

WHEREAS, Dave's dedication to public service did not end there; when he ran, was elected to, and served on the District's Board of Directors since January of 2017; and

WHEREAS, Dave's dedication to public service and expertise in overseeing the District's Main Replacement Program and other capital projects has made the District a more efficient organization with improved customer service and increased water supply reliability; and

WHEREAS, Dave has served on several of the District's committees including: Facilities and Operations, Regulatory Compliance, General Manager Performance Review, Employee Benefits, Water Management/Reorganization, and SSWD/CWD 2x2 Committee; and

WHEREAS, by his service and dedication toward improving Sacramento Suburban Water District and the services it provides to the public, Dave has earned the respect and admiration of community leaders, other elected officials, customers, service providers within the water industry, his fellow Board members, and District staff; and

WHEREAS, Dave's uncanny and super-natural ability to manifest fear and trepidation in the hearts and minds of suppliers, vendors, contractors, and even inspectors on his Main Replacement Program projects in pursuit of extracting the very best deal for the ratepayers was second-to-none; and

WHEREAS, Dave earned the respect, admiration, and even awe, of his colleagues for his mystical skills employed to stockpile mountains of Ductile Iron Pipe (aka, "Jones Pipe Mountain") for use in Main Replacement Program projects; and

WHEREAS, Dave routinely stunned his colleagues for his ability to prepare comprehensive, timely, accurate, very detailed, and sometimes ornate, but occasionally incomprehensible, reporting and documentation to a level never before seen, or even thought possible; and

WHEREAS, Dave was only able to replace a modest 99.99999% of the ODS distribution main, and may have lost a bet; and

WHEREAS, Dave can now spend time with his family and friends; and

WHEREAS, Dave's resignation from the Sacramento Suburban Water District Board of Directors was effective October 1, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sacramento Suburban Water District that:

The Board of Directors expresses its deep and sincere appreciation to Dave for his years of leadership, commitment, and extensive contributions to the District and for his dedicated and selfless public service.

The Board of Directors wishes Dave all the best for a healthy, happy, and productive future.

PASSED AND ADOPTED by the Board of Directors of the Sacramento Suburban Water District on this 21st day of October 2024.

AYES:

NOES:

ABSENT:

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

(SEAL)

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



Agenda Item: 6

Date: October 21, 2024

Subject: State of the District 2024

Staff Contact: Dan York, General Manager

Recommended Board Action:

No action. The General Manager will provide the State of the District 2024 presentation.



Agenda Item: 7

Date: October 21, 2024

Subject: Board of Directors to Discuss Filling Vacancy Resulting from Director Jones' Resignation

Staff Contact: Dan York, General Manager

Recommended Board Action:

Discuss and approve the process to fill the District's Division 1 Board of Director vacancy and direct staff as appropriate.

Discussion:

On August 16, 2024, the County of Sacramento Campaign Services Division notified the District that no candidates had filed a declaration of candidacy for Division 1 Director for the November 5, 2024, general election.

Pursuant to Elections Code Section 10515, if no person has filed a declaration of candidacy for any office, the supervising authority (County Board of Supervisors) shall appoint any person to the office who is qualified on the date when the election would have been held. In the interim, the current Director of Division 1 would occupy the seat until a new Director has been appointed.

On September 23, 2024, staff mailed a Notice of Vacancy letter to the constituents in Division 1, seeking letters of interest from qualified members of the public wishing to fill the Division 1 Director position.

The deadline for an applicant to submit a Letter of Interest was end of business October 11, 2024.

However, on October 1, 2024, the General Manager was notified by Director Dave Jones (Mr. Jones) that he was resigning from the Board of Directors due to personal reasons.

Water Code Section 30504, part of the County Water District Law, provides that "all vacancies in the office of director shall be filled pursuant to [s]ection 1780 of the Government Code." Subdivisions (c) and (f) of Government Code section 1780 permit the District to fill a vacancy on the Board of Directors in the following ways: (1) by appointment; (2) by special election; or (3) if the Board does not appoint a successor or call an election to do so, the Sacramento County Board of Supervisors may make the selection independent of the District Board.

Due to the fact that no candidate had filed a declaration of candidacy for Division 1 Director, and the process was already underway to appoint a Director for the position, it is assumed that the Board would prefer to appoint a successor to the Division 1 Director seat, rather than incur the significant costs of holding a special election or permitting the Sacramento County Board of

Supervisors to select a successor. Thus, the remainder of this staff report focuses on the process for the Board to appoint a successor to the Division 1 Director seat.

The steps provided by Government Code Section 1780 to fill Board vacancies by appointment are:

1. The District must notify the Sacramento County Registrar of Voters of the vacancy no later than 15 days following either the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. Mr. Jones provided the General Manager his notification of resignation on October 1, 2024. Accordingly, the District has until Tuesday, October 15, 2024, to notify the Registrar of the vacancy.
2. At a minimum, the District must post a notice of the vacancy in three or more conspicuous places within the District at least 15 days before the appointment of a successor is made. The notice of vacancy may (but is not required to) invite qualified applicants to apply for the position. In order for Mr. Jones successor to be qualified to serve on the Board, he or she must be a voter of the District and have his or her primary residence in Division 1. (Water Code §§ 30500 and 30735.)
3. An appointment to fill the vacancy must be made within a period of 60 days after the date on which the District Board was notified of the vacancy or the effective date of the vacancy, whichever is later. In this case, the 60-day period for appointing a successor expires on Friday, November 29, 2024.
4. The District must notify the Sacramento County Registrar of Voters of the appointment of Mr. Jones successor no later than 15 days after the Board makes the appointment.

The person appointed to fill the vacancy holds office until the next general District election that is scheduled 130 or more days after the date the Sacramento County Registrar of Voters is notified of the vacancy, and thereafter until the person elected at that election to fill the vacancy has been qualified. Because the District's next general election is November 5, 2024, it will occur more than 130 days after the deadline to notify the Registrar of the vacancy. As a result, Mr. Jones appointed successor will hold office until the November 2026 election, when the person who is elected to fill the seat being held by the appointee is qualified. If the appointee would like to continue serving on the Board, then he or she must file for candidacy and be elected to the Division 1 seat in the November 2026 election. In addition, because Mr. Jones term ends in 2024, that seat would be up for election again in 2028. If Mr. Jones successor elected at the November 8, 2026, election wishes to continue serving, he or she would need to run again in the November 2028 elections although the successful candidate then would be elected "on-cycle" and serve the normal four-year term.

Other than the above requirements, there is no statutory or common law authority that specifies procedures or requirements for the Director appointment process. Based on the applicable legal requirements and District legal counsel's experience with other clients that have filled their board vacancies by appointment, there are two general approaches that have worked well, with the more suitable approach dependent on the Board's preference and discretion.

Is it recommended that the entire Board would collectively discuss and choose the desired qualifications, application requirements and selection process to be used to appoint a successor Director. The full Board then would conduct the selected process collectively. This procedure would be conducted in a completely public process because there are no Brown Act exemptions permitting the entire Board to conduct any part of a Director selection process in closed session. The key advantage of this option is that it permits all four remaining Directors to fully participate in selecting their new colleague.

After the Board appoints the successor Director, he or she must file a Form 700 Assuming Office Statement within 30 days of being appointed to the Board. In addition, within 10 days after making the appointment, the District must file an updated Statement of Facts, Roster of Public Agencies form with the Secretary of State's office and the Sacramento County Clerk. (Government Code § 53051.) This form is available at: <http://bpd.cdn.sos.ca.gov/sf/forms/np-sf-405.pdf>.

In order for a successor to be qualified to serve on the Board, they must be a voter of the District and have their primary residence in Division 1. (Water Code §§ 30500 and 30735.) As of the date of this report, the District has received interest from twelve candidates. Staff is in the process of confirming that all twelve candidates are registered voters and reside in Division 1.

The following are discussion points on how to proceed with the interview process:

- Interviews – In previous Board vacancy situations, the Board has held two separate Special Board meetings. The first Special Board meeting would be to allow every candidate who applied for the vacancy, a 10-minute opportunity to introduce themselves in person. In doing so, they would be able to state why they wish to serve on the Board, express what benefit they would bring if appointed, and chronicle pertinent experience as a member of similar Boards or Governing Bodies.

Following all introductions, each Director will select their top two candidates, who will then be contacted and asked to attend a second Special Board Meeting for follow-up questions from the Board.

- Questions – Upon finalizing the interview questions, should they be provided to the candidates in advance of the meeting, or not.
- Interviews – Should all candidates be allowed in the Boardroom, or should they be asked to wait outside of the Boardroom until notified by staff.
- Following the final interviews at the second Special Board meeting, the Board will appoint a new Director for Division 1.

If the Board agrees to the recommended process, staff will begin scheduling the two Special Board meetings and reaching out to the candidates to advise them of the process.



Agenda Item: 8

Date: October 21, 2024

Subject: Business Case Analysis Consultant

Staff Contact: Dan York, General Manager

Recommended Board Action:

Approve the Selection of BakerTilly to conduct the Business Case Analysis for a potential combination of Sacramento Suburban Water District and San Juan Water District.

Background:

At the June 25, 2024, Joint Board meeting, both Boards of Sacramento Suburban Water District (SSWD) and San Juan Water District (SJWD) directed the General Managers to develop a Request For Proposal (RFP) for a Business Case Analysis (Analysis) and present it to the respective Boards at the July 31, 2025, Joint Board meeting for approval. The Boards approved that RFP at the July 31 meeting and directed the General Managers to solicit proposals.

The RFP was distributed to five firms on August 15, 2024, BakerTilly, GEI, Matrix Consulting Group, Securieon, and Stantec. Three of these firms attended the mandatory proposers' meeting conducted on September 3, 2024, BakerTilly, GEI, and Stantec. Of these, BakerTilly and Stantec submitted proposals by the September 16 deadline.

The General Managers and members of the Executive Teams of both SSWD and SJWD reviewed and discussed the proposals and developed questions for the two firms. The interviews with the two firms were held on September 30, 2024. Based on the materials provided in the proposals (including the cost proposals), the input from the Executive Team members, and the information gathered from the interviews, the General Managers believe that both firms are qualified and capable of conducting the work, but BakerTilly will do so faster and for less funding than will Stantec. BakerTilly's proposal included a cost of \$149,900, while Stantec's cost was \$209,310, and the respective schedules were 4 months for BakerTilly and 7 months for Stantec. In addition, BakerTilly has conducted a similar Analysis for approximately six combination projects. For these reasons, the General Managers recommend the selection of BakerTilly for this project.

Discussion:

At the October 3, 2024, Joint Board meeting, the respective Boards discussed BakerTilly's proposal in relation to the scope of work in the Analysis. Following a lengthy discussion, and prior to voting, it became apparent that the majority of the SSWD Board received a copy of BakerTilly's proposal, however, a copy was not provided to the public. Therefore, the SSWD

Business Case Analysis Consultant

October 21, 2024

Page 2 of 2

Board could not vote to approve staff's recommendation until the public received a copy of BakerTilly's proposal. Staff informed the SSWD Board that the subject item will be placed on SSWD's October 21, 2024, agenda.

Staff provided the proposal to the public on October 4, 2024.

The SJWD Board was able to vote on accepting BakerTilly's proposal, which passed on a 3-2 vote.

Attachment:

- 1) BakerTilly Proposal



September 16, 2024

San Juan Water District and Sacramento Suburban Water District

Technical proposal to conduct an analysis on a potential combination of the two agencies into a single entity

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We really appreciate your support through our journey and ALL that we were able to learn with you coaching and guiding us.

Vice president | Baker Tilly client



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A. Letter of transmittal

September 16, 2024

Dan York, General Manager
Sacramento Suburban Water District
Delivered electronically to hhernandez@sswd.org

Baker Tilly Advisory Group, LP
18500 Von Karman Ave, 10th Fl.
Irvine, CA 92612
United States of America

T: +1 (949) 222 2999
F: +1 (949) 222 2989

bakertilly.com

Dear Mr. York:

In your RFP, you told us you're looking to conduct an analysis on a potential combination of the San Juan Water District (SJWD) and the Sacramento Suburban Water District (SSWD) (the Agencies) into a single entity. This proposal is the starting point — our vision of how we can protect and enhance your organizational impacts as we achieve your immediate goals to:

- Evaluate potential governance structures and board advisory committees to ensure customer equality and equity for both districts and achieve an overall cost benefit to the Agencies' customers.
- Perform a detailed assessment of each agency's operations, infrastructure and other assets.
- Perform detailed financial analyses of each agency's current water rates, fees, debts, retirement funding obligations, costs, reserves, and future equities based on current capital improvement projects (CIP) plans.
- Understand the pros and cons of consolidation alternatives and understand the compelling reasons for making any changes.

At the conclusion of this work the Agencies want to have a complete business analysis of the potential combination of the two agencies. The basis for the elected leadership to make an informed determination on this manifestly important question, which has been discussed since at least 2019.

For agencies like SJWD and SSWD, we know there's not just one finish line. Transformational success means looking beyond your first goal and imagining the next one. And the one after that. And then the one nobody has even thought possible. Your Baker Tilly team will support you through every step of the journey — during your analysis for a potential combination and beyond.

We're prepared to redefine what service and success means for the Agencies. It's not about ticking boxes. It's about navigating complex landscapes and blazing new trails. The road map shared in our proposal shows how important the Agencies will be to us as clients.

Sincerely,

A handwritten signature in blue ink that reads 'Carol Jacobs'.

Carol Jacobs, Managing Director
+1 (949) 809 5588 | carol.jacobs@bakertilly.com

B. General statement of approach

B. Include a general statement of the consultant's approach to conducting a financial and operational review of public utilities (two pages maximum).

Providing our approach to achieve the Agencies' objectives

Baker Tilly has provided a significant number of financial and operational reviews for utility clients. Our organizational structure brings a variety of specialized resources to match your engagement's diverse components. We anticipate working with the Agencies to develop any additional needs based on a macro-level of detail. We have created an efficient and effective process for these studies to achieve the Agencies' objectives and deliverables as outlined in the Requested Scope of Work.

Our approach to financial and operational review is multi-faceted and based on best practices developed by our team over the course of dozens of projects in recent years.

Understanding federal, state, and local regulations

Utility advisory services require knowledge of federal, state and local regulations that may impact or constrain parameters.

Within California, probably the most important regulations applicable to municipal utilities stem from Proposition 218 and, to a lesser extent, Proposition 26, statewide popular initiatives passed in the wake of Proposition 13. While there are a variety of technicalities embedded in each, the overarching public policy objective of the propositions, particularly 218, is to ensure that utility rates and fees capture only the costs associated with the proper operation of the utility, not other unrelated municipal costs. In other words, the drafters of these initiatives were concerned with municipalities seeking a "workaround" from the Proposition 13 property tax restrictions via utility rate or fee adjustments.

At the federal level, the most frequently encountered source of regulation tends to be requirements associated with legacy grant funding that may have been used for system capital improvements. Typically, these requirements relate to keeping the system and the grant-related improvements in good working order through the maintenance of rate levels consistent with that end. These types of rate maintenance requirements are also sometimes found in bond documents associated with debt financing undertaken by the Agencies.

For this engagement a good understanding of the role and responsibilities of the Sacramento County Local Agency Formation Commission (Sacramento LAFCO) will be essential. Baker Tilly has worked on many governmental reorganization projects and LAFCO sponsored municipal service review projects over the years, so we understand how county LAFCOs are organized and operate.

B. GENERAL STATEMENT OF APPROACH

Utility regulations can take many forms and cover any number of restrictions at the local level. At the beginning of this engagement, our Baker Tilly team will work with the Agencies to understand any local regulations that may apply as well as any federal legacy or debt financing restrictions that might be in place.

Committing to responsiveness and accessibility

The Agencies can expect a genuine, meaningful relationship with Baker Tilly throughout the duration of this work.

Real-time communication and responsiveness are key to our relationship. The Agencies will work with dedicated engagement team members who will be available when you need us, where you need us, and for as long as you need us. We will resolve your issues quickly and offer timely, forward-looking insight and advice to benefit your organization.



C. Experience with similar public sector projects

C. Describe the Firm's experience with public sector projects of a similar nature and scope. Emphasis should be placed on projects undertaken within the past three years.

Delivering specialized expertise to our public sector clients

Baker Tilly has served state and local government agencies since our establishment more than 90 years ago. We are one of the few advisory, tax and assurance firms with a practice dedicated entirely to serving governmental clients.

Unlike many other firms, Baker Tilly is organized by industry, not service line. What does this mean for the Agencies? It means you will be served by a carefully selected team that blends our utility-focused professionals with experienced specialists in the activities of the Agencies. The Agencies will work with a knowledgeable team that understands your specific challenges and provides innovative solutions to help you overcome them.

State and local government is a complex, unique environment shaped by fiscal, regulatory and operational considerations not found in other industries. Recognizing this complexity and eager to serve as a true valued advisor to the public sector, Baker Tilly formalized its dedicated public sector specialization more than 50 years ago. **Today, more than 350 Baker Tilly professionals — including nearly 30 principals** — focus directly on serving governments and provide hundreds of thousands of client service hours annually to organizations like the Agencies.

Nationwide, our public sector practice serves nearly 4,000 state and local governmental entities, including municipalities, counties, school districts, **utilities**, transit organizations, airports and special authorities. Several of these client groups are now served by dedicated specialists in distinct sub-practices.

Public sector: Experience that matters

The infographic consists of three columns. The first column features a black icon of a group of people and a black box with the text '4,000 public sector clients'. The second column features a red icon of a classical building and a red box with the text '90+ years of industry experience'. The third column features a teal map of the United States and a teal box with the text 'Serving clients nationwide'.

4,000 public sector clients	90+ years of industry experience	Serving clients nationwide
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COMMITMENT TO THE PUBLIC SECTOR

Baker Tilly has been in business for more than 90 years, and public sector entities were some of our first clients.

C. EXPERIENCE WITH SIMILAR PUBLIC SECTOR PROJECTS

The Agencies will benefit from our industry specialization in several specific ways:

- **Dedication to the public sector:** Your engagement team members live and breathe government and work exclusively with the public sector year-round. This translates into insights only experience can bring, as well as an understanding of the best ways to communicate and collaborate with public-sector entities.
- **Specialized training and continuing education:** SJWD and SSWD can be assured of an engagement team with the necessary skills and timely knowledge to effectively perform your engagement.
- **Industry involvement:** Members of our public sector practice are leaders in key industry organizations. Because of our work with these groups, we know about dynamic trends and consequential developments in state and local government — and are equipped with leading practices to help SSWD and SJWD best respond to them.
- **Knowledge sharing with SSWD and SJWD:** At Baker Tilly, serving governments goes beyond delivering services – we also supply our clients with crucial thought leadership in the form of webinars, workshops, articles and our regular newsletter, CommuniTIES.
- **Year-round consultation:** Throughout our relationship, we will be available for routine calls and technical questions, connecting you with recommendations and ideas to address the inevitable operational issues that arise. We can also alert you to new opportunities for us to collaborate and create value for the Agencies.

Your team is ready to help you find solutions to overcome the obstacles that stand between you and your goals. We provide a full range of service offerings for state and local governments, including those listed below.

OUR FULL RANGE OF KEY SERVICE OFFERINGS:	
Accounting services and assurance	Housing and economic development
Arbitrage/rebate regulatory compliance	Human capital services
Attestation services	Investment services**
Capital planning	Organizational management advisory
Cybersecurity consulting	Post-issuance compliance
Economic development	Public finance/bond issuance*
Efficiency studies	Process improvement
Federal funding advisory	Rate and user fee studies
Financial management services	Risk advisory and internal audit
Financial reporting and GAAP services	Strategic planning
Public finance/bond issuance*	

**Services provided by Baker Tilly Municipal Advisors, LLC, a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm.*

*** Services provided by Baker Tilly Investment Services, a division of Baker Tilly Wealth Management, which is a registered investment advisor and subsidiary of Baker Tilly US, LLP.*

C. EXPERIENCE WITH SIMILAR PUBLIC SECTOR PROJECTS

Investing our resources in California

Your population is the largest in the United States and growing. You have the fifth-largest economy in the world, boasting a diverse range of industries and businesses. We're proud to be growing right alongside you. For Baker Tilly, expanding client relationships, a burgeoning local presence and an understanding of your state's unique markets are escalating our growth in the Golden State.

Baker Tilly has more than 800 professionals across nine California locations here for you. For SJWD and SSWD, that means exceptional service from a local team passionate about protecting and enhancing your value and standing ready to draw on our broad national resources as your goals or needs evolve.



COVERING MORE OF THE CALIFORNIA MAP TO SUPPORT THE AGENCIES

When the Agencies want a team with an in-depth understanding of economic conditions, knowledge of regional and state regulations and local assistance, you won't have to go far.

Providing similar services to clients

For nearly 50 years, Baker Tilly's specialists have worked with communities to review utility rates and connection/impact fees, explore available financing for project improvements, and perform long-range financial projections. Each year, we help as many as 50 utility clients plan for the future through long-term projections and planning for major capital projects requiring creative rate and funding solutions. This experience gives Baker Tilly a broad view of industry issues and a specific familiarity with municipal utility goals.

250+ studies

Your engagement team has conducted more than 250 studies in the past few years.

C. EXPERIENCE WITH SIMILAR PUBLIC SECTOR PROJECTS

Our staff members practice their craft with the knowledge, experience, skills and integrity to deliver what you ask and meet your goals. We also teach courses for industry associations on cost-of-service and rate design principles for utility organizations. The Agencies will benefit directly from our depth of knowledge in this area.

While the merger of public agencies is fairly uncommon, our project team has been involved in several successful efforts. For example, we were involved in the successful effort to change the governance structure for the dysfunctional Sacramento Port District from a special district involving two counties and the cities of Sacramento and West Sacramento to a department within the City of West Sacramento where the port is located. In another governance change, as part of our management of the City of San Bernardino's bankruptcy, we managed a reorganization of the City's Fire Department into the County of San Bernardino Fire Protection District, which resulted in significant economic and service improvements. Both of these governance changes were processed successfully through county LAFCOs.

We also developed a successful merger between the Association of Bay Area Cities and the Metropolitan Transportation Commission (the regional transportation agency for the Bay Area). While this merger did not have to be processed through a LAFCO it did need to receive unanimous approval from 28 separate city governments and seven counties.

While we have not provided utility studies for many California clients, Baker Tilly has provided consulting services to the following California public sector organizations in the past 12 months.

- Alameda County
- Albany
- Altadena Library District
- American Canyon
- Anaheim
- Antioch
- Arcata
- Bell
- Berkeley
- Brisbane
- California City
- Contra Costa Water District
- Costa Mesa Sanitary District
- Cosumnes Community Services District
- Cudahy
- Dublin
- Fremont
- Hayward
- Hayward Area Recreation District
- Hercules
- Hesperia
- Hillsborough
- La Canada Flintridge
- Livermore
- Long Beach
- Los Angeles
- Malibu
- Manhattan Beach
- Marina
- Menlo Park
- Millbrae
- Mono County
- Monterey
- Monterey County
- Napa
- Northern California Power Agency
- Oakland
- Oakley
- Ojai
- Orange County
- Pleasanton
- Pomona
- Riverside
- Sacramento Municipal Utility District
- San Jose
- San Luis Obispo
- San Rafael
- San Ramon
- Santa Clarita
- Santa Cruz
- Santa Cruz County
- Santa Maria
- Saratoga
- Seal Beach
- Shafter
- Silicon Valley Clean Energy
- Suisun City
- Sunnyvale

C. EXPERIENCE WITH SIMILAR PUBLIC SECTOR PROJECTS

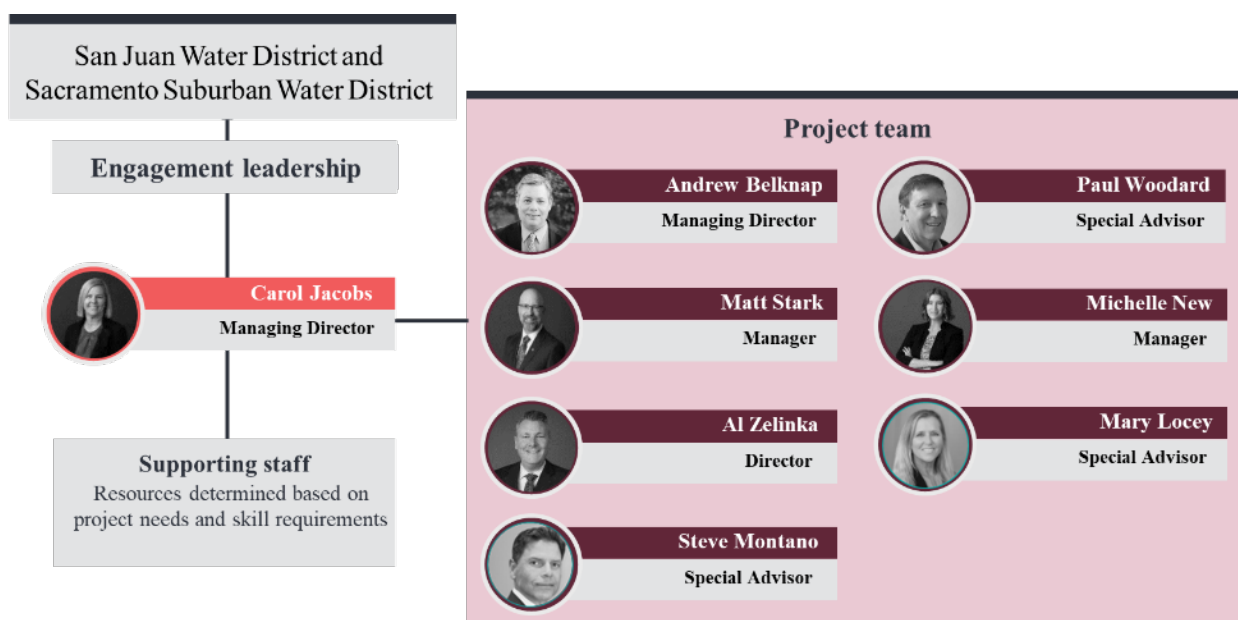
- Thousand Oaks
- Truckee
- Union City
- Union Sanitary District
- Victorville
- West County Wastewater District
- West Sacramento
- West Valley Clean Water Authority
- Windsor
- Woodside

D. Team organization

D. Identify a team organization clearly showing all key personnel (consultant employees and sub-consultants, if any) and their respective roles. Include brief summaries, up to one page of their background, knowledge, and experience relevant to the project.

Leading the Agencies' business case analysis for a potential combination and uncovering opportunities along the way

Meet the Agencies' team we've assembled to achieve everything you envision. Selected intentionally for your goals and backed by our specialized resources, these individuals are collaborative and multidisciplinary. Their passion for the state and local government industry will make them an unstoppable force on your behalf. You'll find their bios/team org chart below.



Many of our senior-level practice professionals bring a combination of large-firm consulting and industry-based experience to your engagement. We combine their diverse expertise in a personalized delivery model for SJWD and SSWD, working side by side with your team and your unique culture.

Aligning key engagement team members with SJWD and SSWD's goals

While other firms may not always assign their best and most experienced people to state and local government engagements, that is not the case at Baker Tilly. We believe in strong personal relationships, and this means a personal interest in SJWD and SSWD from some of our most experienced team members. You will work with our best and brightest state and local government professionals who will be dedicated to you and the organizations you serve. This handpicked team offers a collaborative focus supported by the breadth and depth of our firm's resources.

THE TEAM TO ACHIEVE YOUR GOALS

Your engagement leadership team orchestrates our services to bring the right people with the right experience together to move you forward



Carol Jacobs — Managing director

Engagement role: Relationship manager

Carol is a managing director with Baker Tilly. She has held a wide range of roles across local government and consulting, including multiple stints as a city manager. She served most recently as assistant city manager of the City of Newport Beach, California. In that role, she was responsible for functions such as fire, library, harbor, information technology, utilities, and homelessness, with service as interim finance director and harbormaster. Carol also served as city manager for the Southern California cities of Eastvale and Stanton, interim city manager for the City of Grand Terrace, and in a series of roles with increasing responsibility for the City of Costa Mesa. Carol’s consulting experience includes managing a financial solutions practice area that served local governments, managing client needs, preparing financial studies, and conducting management and organizational reviews. She earned a Master of Public Administration with an emphasis in Finance and a Bachelor of Arts in Communications from California State University- Fullerton.



Andy Belknap — Managing director

Engagement role: Engagement leader

Andrew is responsible for Baker Tilly’s western operations based in San Jose, California. He has more than 20 years of local government experience, including service as a city manager, public works director and consultant to municipalities and special districts. His areas of expertise include fiscal and budget analysis, intergovernmental relations, developing service delivery partnerships, and functional consolidations to take advantage of economies of scale in public sector service delivery. Andy is a trained economist with expertise in fiscal analysis and public finance issues. His blend of quantitative skills and a practitioner’s understanding of public services and management systems adds value to all types of organizational and policy analysis.

Subject matter specialists



Matt Stark — Manager

Engagement role: Project analysis

Matt is a manager with Baker Tilly’s municipal advisory team. With the firm since 2002, he has applied his analytical expertise to new challenges in long-term financial planning, operational finance, community surveys and economic development. During his tenure with the organization, Matt has built a suite of analytical tools used by clients and colleagues in operational finance, cost allocation and cost of services, capital planning, cost-benefit of

THE TEAM TO ACHIEVE YOUR GOALS

development incentives, compensation programs, and utility rate studies. Matt holds a degree in Physics from Penn State University.



Al Zelinka — Director

Engagement role: Consulting services

Al brings a wealth of experience in both local government leadership and consulting to his work with Baker Tilly’s public-sector advisory team. He served most recently as city manager for the California cities of Huntington Beach and Riverside. Key accomplishments in those roles include overhauling outdated administrative policies and procedures, improving financial health, developing public infrastructure, advancing strategic planning and succession planning, advancing policies on equity and homelessness, and promoting community engagement. Al also served as community development director for the cities of Riverside and Fullerton, creating more efficient and effective processes and improving operations.



Steve Montano — Special advisor

Engagement role: Finance specialist

Steve is a public finance professional with more than 25 years of experience and has held a wide range of roles in local government including budget development and administration, long-term strategic business and financial planning, and the analysis of operational areas to improve organizational effectiveness. After serving in the United States Marine Corps, Steve worked for the U.S. Office of Management and Budget, the City of Palo Alto, and the City of San Juan Capistrano, and served most recently as the Deputy Finance Director for the City of Newport Beach. In that role, he had the responsibility of coordinating the development and preparation of the City’s annual long-range fiscal forecast, performing financial planning and analysis associated with capital replacement plans, and developing strategies to achieve City goals in a fiscally responsible manner. Steve holds a bachelor’s and a master’s degree in political science and public policy from the University of California at Berkeley.



Paul Woodard — Special Advisor

Engagement role: Public works and water agency subject-matter specialist

Paul has over 40 years of experience in the public sector, specifically in local government. His career has included leadership roles as an assistant village engineer, city engineer and director of public works. In these roles Paul has coordinated and supervised activities including solid waste and recycling, engineering, streets, fleet, landfill, buildings, sewer and water utility district, parks, planning, building inspection and stormwater utilities. His responsibilities have included planning and implementing capital improvement programs and supervising the engineering and preparation of plans and specifications,

THE TEAM TO ACHIEVE YOUR GOALS

cost estimates, bidding and construction inspection for capital improvement projects. He has worked extensively with city administrators and managers, councils, boards and commissions and led efforts in capital planning, contract negotiations, and department mergers.



Michelle New — Manager, Consulting

Engagement role: HR and support services expert

Michelle assists public sector clients with strategic plans, city council workshops, organization assessments and comparison analysis studies. She spent 15 years with the City of Santa Maria, where she worked first as a management analyst in the City Manager’s Office and then as the human resources manager, responsible for oversight of all aspects of the human resources function. During her tenure, Michelle developed an award-winning succession planning program, overhauled multiple paper processes, actively participated in employee negotiations, coordinated the city’s performance, disciplinary and investigative issues and was involved in the citywide budget. She also participated in the coordination of the city’s COVID-19 response as one of two contact tracers. Michelle served as a Central Coast regional co-chair of the Municipal Management Association of Southern California (MMASC) and is the founding member of the region’s annual Women in Leadership event. Michelle is also a graduate of Leadership Santa Maria and served on its board for three years including one year as vice chair.



Mary Locey – Special Advisor

Engagement role: Project delivery support and analysis

Mary’s broad range of local government experience includes public information and community and employee engagement, budgeting and purchasing, managing agendas, administering state and federal grants, implementing special projects, managing economic development and business improvement districts, developing internal policies and procedures, leading interdepartmental teams, and providing research and project support for city councilmembers and executive staff. Before becoming a consultant, she held progressively responsible roles in the California city of Newport Beach. Mary holds a bachelor’s degree in strategic communications and a Master of Public Administration from National University. She is also a graduate and former board member of Leadership Tomorrow Orange County

AN INTEGRATED TEAM WORKING TOGETHER FOR SUCCESS

Each professional on your team was selected for a reason, but it’s our collective brainpower and collaboration that will ultimately make a difference for the Agencies.

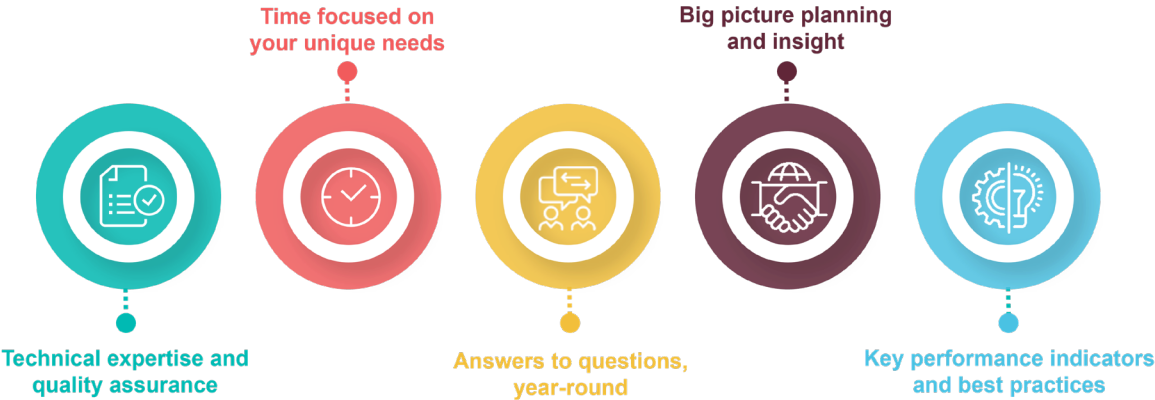
Building trust with our client-focused approach to staffing to demonstrate how important you are to our firm

The work we do matters to you, and it matters to us. Your Baker Tilly principals will reimagine your challenges and deliver value that exceeds your expectations to give you peace of mind. Experienced specialists chosen by your principals will contribute insights into your distinct challenges.

Our leaders are committed to you

Unlike other firms of our size, we commit to significant leadership involvement on every engagement – up to 35% of total engagement hours.

Your engagement leaders won't just see you off at the outset. They stay involved, keeping an open line of communication with you and the process running smoothly. As a team, we work together to bring the Agencies:



OUR LEADERS WILL PRIORITIZE YOUR WORK

Our managers work hard to earn your trust every step of the way. By leaning into our work with the Agencies, they intimately understand your organization to deliver a positive impact.

E. Approach to conducting the study

E. A general statement of the consultant's approach to conducting the required Study. This discussion should estimate the total cost for the Study (two pages maximum).

Creating a customized service plan unique to the Agencies

The Agencies are one-of-a-kind organizations with unique risks and opportunities. We build our service plans accordingly. Tailoring our analysis for a potential combination between the Agencies to your specific needs.

Below is a discussion of our proposed scope of work, informed by our deep understanding of the local government environment and water districts in particular. We aim to help you achieve your goal of fully understanding a potential combination.

OUR PROPOSED SCOPE OF WORK

Activity 1: Describe the current environment

We will begin this project by providing general background on each Agency. This will be a rather comprehensive inventory of the work and assets of both SSWD and SJWD given the nature of this undertaking. We anticipate that this description will include but not be limited to:

- Governing statute and statutory limitations
- Governance
- Service standards
- Staffing levels by number and classification
- Organizational structure by program level
- Description of water supply and distribution and treatment
- Overall system condition and inventory
- Performance data
- Facilities
- Fleet assets
- Office assets
- Capital assets
- Capital project planned and underway
- Master plans
- Real estate and land holdings

We will also describe the current fiscal status of both agencies in detail. Our approach to the fiscal detail will be to first gather all the relevant data pertinent to the fiscal condition of each District, such as is described in the RFP. Using this information and more, basically time series information, we will then develop a basic fiscal forecast model for each District. This will allow us to eventually develop a joint long-term fiscal model for the combined District and also have visibility into the financial condition and prospects of each District on a stand-alone basis.

Activity 2: Identify opportunities and challenges for the future

Using the operational and financial baseline information developed in Activity 1 we will begin the work which forms the heart of this project of developing a business case analysis for the possible combination of the two agencies. This work will proceed through a combination of interviews with SSWD and SSJD staff, Sacramento LAFCO staff and the analysis of appropriate peer jurisdictions. The RFP spelled out a number of issues for which “opportunities and challenges” are to be analyzed. This is a great list, but we may need to add to it as we learn of other issue areas.

E. APPROACH TO CONDUCTING THE STUDY

OUR PROPOSED SCOPE OF WORK

For now, the opportunities and challenge areas to be analyzed and the sub-issues can be summarized as follows:

1. Governance structure

- a. Apportionment and equity for each agency
- b. Structural alternatives
- c. Phasing

• Service integration

- a. Water resources
- b. Operations (all facets)
- c. Customer service
- d. Support services
- e. Compensation and benefits
- f. Integration challenges and opportunities
- g. Costs and potential cost savings

2. Facilities integration

- a. Building and grounds opportunities and challenges
- b. Consolidation and surplus potential
- c. Costs and potential cost savings

3. Financial obligations and thresholds

- a. Rates
- b. Liabilities
- c. Pensions and OPEB
- d. Reserves
- e. Financing options related to LTD

4. Staffing

- a. Rationalization of staffing and units in new organization
- b. Compensation and benefits
- c. Impacts to policies and practices
- d. Long-term staffing efficiencies and implementation options

5. Identification of stakeholders

- a. Who are stakeholders for purposes of potential combination?
- b. How could disadvantaged communities be impacted and communicated with?
- c. Plan for structured communications with stakeholders (employees, customers, developers and others identified)

6. Regional participation

- a. How might combination afford greater regional leverage?
- b. What steps should be taken at the regional, state and federal levels?

Our analysis of these issues will be detailed and include reference to peer jurisdictions which will be identified with input from both SSWD and SJWD. In our experience, much can be learned about the future state of a combined SSWD and SJWD from “mapping” similar peer jurisdictions that will have similar attributes to the combined new agency. However, care must be exercised so the comparisons are accurate. Water districts vary across a great range of variables.

Activity 3: Meetings and deliverables

- Baker Tilly will meet with the Agencies’ leaders in a workshop session to present the Final Report.
- We will present our recommendations to the Agencies and provide expert insights to assist and facilitate their decision-making on our recommendations, with a specific focus on developing a path for implementation.
- We will provide the Agencies with a copy of the Final Report in PDF format. This report will describe the process and methodology used in the study. We will also provide a PowerPoint presentation covering the most significant results of the study.

F. Identifying sub-consultants

F. Identify any sub-consultants and include the same information as described in "D".

Performing the Agencies' scope of work with our talent

We have all the resources you need

Planning your scope of work began with one of our most important considerations: the most effective way to enhance and protect impact for the Agencies. A part of that process was considering whether collaborating with subcontractors would add additional value for you.

With a vast depth of resources and experience to perform everything you outlined in your RFP, our path forward is clear: The best way to deliver value to you is by not subcontracting any portion of the Agencies' scope of work.

G. Estimated hours for each position

G. Provide a table showing the estimated hours for each position/role shown on the organization chart, as well as the individuals' availability for the Project. The staffing plan shall also include a table with the level of effort by task and subtask for each proposed staff member. Hours for sub-consultants may be shown as an aggregate total. The hours shown shall be consistent with the hours presented in the fee table that shall be submitted as a separate document.

Detailing estimated staff hours on the engagement

We've assembled the ideal team and plan to serve you. One question remains: How much time will each team member devote to your engagement? While each member's hours may vary, factors like personnel, new regulations or records — this estimate outlines the time we expect to spend on the engagement.

Estimates of the time requirements for the Agencies' analysis by staff level and segment of the engagement are as follows.

ESTIMATED STAFF HOURS					
Project phase	Managing Director	Director	Manager	Consultant/ Advisor	Additional services
Activity 1	19	5	61	25	10
Activity 2	33	20	93	62	
Activity 3	19	8	58	22	10
445 total hours	71	33	212	109	20

Meeting every milestone with a results-driven work plan

Road maps matter. They keep us on track and focused on your goals. This is why they are built into our project management approach in the form of a detailed work plan with key milestones, client sign-offs and deliverables for each project phase.

Here's how we get there:

- **Kickoff:** In this meeting before the initial on-site visit, we'll work with the project steering committee to get your input on goals, timeline and deliverables.
- **Approval:** Both Agencies and Baker Tilly's engagement manager will approve the final plan.
- **Progress summaries:** We'll outline in writing all work accomplished during the initial and subsequent reporting periods.
- **Communication:** The Agencies will get updates throughout the engagement, detailing progress on specific activities and deliverables. Each activity and deliverable will reflect its status and percentage of completion.
- **Resolution:** We will communicate any problems — actual or anticipated — immediately to make sure the Agencies and our firm understand the issues and what is needed for timely resolution.
- **Changes:** Our team members will share any significant changes in our agreed-upon work plans with the Agencies.

G. ESTIMATED HOURS FOR EACH POSITION

Securing our proposed team members' availability

We are committed to staffing your project with our proposed team. To make sure this happens, our firm uses ProStaff scheduling software to plan and secure each team member's availability. Project managers will also meet monthly to make sure our time is managed to meet your needs.

The team members identified in this proposal will perform the Agencies' business case analysis for a potential combination between SJWD and SSWD. They will not be substituted with other personnel or reassigned to another project without the Agencies' approval.

H. TIMELINE FOR COMPLETION OF THE PROJECT

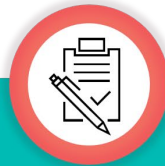
Scheduling for success

A timeline is nothing without the best people with the time and knowledge to devote to meeting your goals. Our scheduling and planning strategies help our teams manage their time commitments, prioritizing the Agencies' needs with a responsive, accessible, and consistent team.



Dedicated teams with clearly defined roles and responsibilities

We structure our responsive team to quickly escalate any issues, be available when you need us and meet your needs without overburdening individual team members.



Staff scheduling tools and resources to deliver high-quality service

Our team members enter their availability into ProStaff. Resource management coordinators use weekly reports to make sure team members' commitments do not exceed their capacity to deliver high-quality service.



Flexible staffing ratios and a high level of principal and manager resources

We offer flexible staffing ratios depending on project needs. We balance workloads for team members through advanced planning and integrate additional subject-matter specialists and support staff when needed.

MEETING YOUR DEADLINES WITH AN ORGANIZED SCHEDULING PROCESS

Building the ideal team to meet and exceed the Agencies' goals is just the beginning. Our scheduling tools and processes keep these team members available and on track to achieve your objectives cost-effectively.

I. References

1. Provide references for your firm’s three most representative projects. Include the following:

- 1) Name of public agency*
- 2) Name and title of contact person.*
- 3) Telephone number of contact person.*
- 4) Brief description of the project including start and completion dates and your firm’s role in the project.*
- 5) The telephone number and contact names of private firms involved in the project.*

Demonstrating that we've been down this path before

The experiences of our clients speak more to Baker Tilly’s capabilities than any proposal ever could. That’s why we encourage you to talk with our clients. Here are a few individuals who welcome the opportunity to share their Baker Tilly experience.

Each will give you an authentic perspective as you consider your own needs.

CITY OF FULLERTON, CALIFORNIA			
Name	Ellis Chang	Title	Director of Administrative Services
Phone	+1 (714) 738 6522	Email	echang@cityoffullerton.com
Name	Adam Loeser	Title	Fire Chief
Phone	+1 (714) 853 3348	Email	adam.loeser@fullertonfire.org
Start	3/7/2022	End	9/7/2022
Project summary	<p>Baker Tilly completed (September 2022) an evaluation of a potential contract for fire service delivery between the City of Fullerton and the Orange County Fire Authority (OCFA). Management Partners was retained by the City to complete an independent third-party review of the service arrangement, contract terms and economics of the proposed draft contract proposed by the OCFA. We completed an extensive analysis of all aspects of the proposed contract, including service levels, transition costs, personnel transition considerations, pension liabilities, facility and equipment transfers and other factors that must be taken into account when making a decision with long-term implications such as this. In order to understand the long-term economics, we developed a costing model to compare the long-term costs of maintaining a sustainable independent city fire department and contracting with the OCFA. This model allowed for various assumptions regarding levels of cost increases over basic cost increases for both the basic OCFA contract and core city cost elements such as labor, supplies, equipment and facilities. Using the model and associated analysis we evaluated the economies of scale achievable via contracting and the various pros and cons of independent direct operations and contracted services. Our conclusion was that OCFA contracted services would be somewhat more expensive, while several non-economic factors argued in favor of the contract approach. The City is still considering a final decision.</p>		

I. REFERENCES

CITY OF MISSOULA, MONTANA

Name	Leigh Griffing	Title	Finance Director
Phone	+1 (406) 582 2318	Email	mhodnett@bozeman.net
Start	8/17/2016	End	09/2017

Project summary	<p>Springsted, Incorporated (now Baker Tilly Municipal Advisors, LLC (BTMA)) was retained to assist the City in the acquisition of the privately owned water system serving the entire community through eminent domain. Our work included developing an RFP for the selection of a qualified engineering consultant to review the condition of the water utility and to develop a cost estimate for needed improvements. BTMA led the development of a multi-year pro-forma of the financial performance of the water utility under City ownership and operation. Given the litigation, our primary information sources were state public facilities commission filings of the private financial statements of the company and its parent. This required us to segregate operating costs the City would not incur such as the main office allocation made to the parent company of Mountain Water, income taxes, internal debt payments, and other costs. BTMA also added costs the water utility would incur under City ownership such as payments to the general fund for support services. These projections were central to defining the City’s revenue bonding capacity for acquisition and future capital investment. They helped form the debt framework which had to be in place prior to formal acquisition, and were of primary importance to the City receiving an ‘A’ S&P rating before the City acquired the system.</p> <p>BTMA’s financial projections were challenged by Mountain Water Company during the eminent domain process. We successfully presented them under testimony in court where the City prevailed. BTMA’s financial projections were an instrumental part of the City’s success by proving the City could operate the water utility at a lesser cost than Mountain Water. The City’s actual experience after its first full year of operations was in line with the proforma. This process and its ultimate \$138M debt program received The Bond Buyer’s 2017 ‘Deal of the Year – Small Issuer Category’.</p>
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SACRAMENTO AREA SEWER DISTRICT AND SACRAMENTO COUNTY REGIONAL SANITATION DISTRICT, CALIFORNIA

Name	Christoph Dobson	Title	General Manager
Phone	+1 (916) 875 6730	Email	dobsonc@sacsewer.com
Start	11/1/2018	End	9/4/2019

Project summary	<p>Management Partners (now Baker Tilly) performed a comprehensive assessment of the advantages and disadvantages of merging the Sacramento Area Sewer District (SASD) and the Sacramento County Regional Sanitation District (Regional San) into one wastewater agency and provided a recommendation</p>
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regarding whether the agencies should pursue such action. We believe a seamless service model provided the appropriate framework to consider whether to consolidate operations aligned because such a model improves economies of scale, decreases costs and eliminates duplication of internal services and functions. Following the development of a comprehensive set of criteria and analysis, we recommended that the districts pursue consolidation.

EXPERIENCE MATTERS. ESPECIALLY THE EXPERIENCE OUR CLIENTS RECEIVE

Connect with our clients to learn more. Additional references are available by request.

J. Summary of similar projects

J. Provide a summary of all similar projects over the past 10 years involving any Agency. This summary shall include:

- 1) Name of public agency*
- 2) Name and title of contact person.*
- 3) Telephone number of contact person.*
- 4) Brief description of the project including start and completion dates and your firm's role in the project.*
- 5) The telephone number and contact names of private firms involved in the project.*
- 6) To address any potential conflict of interest, if your firm is/has provided professional services to either of the Agencies please list the name of the agency and services provided.*

Serving large governmental entities

Baker Tilly will bring the Agencies deep experience serving large governments across the nation. The following is a representative list of our recent audit and advisory clients, which includes a diverse array of high-profile public-sector utilities.

REPRESENTATIVE LIST OF OUR PUBLIC-SECTOR CLIENTS

- Anaheim Public Utilities, CA
- Austin Energy, TX
- Burbank Water and Power, CA
- City Public Service of San Antonio, TX
- Colorado Springs Utilities, CO
- Detroit Water and Sewerage Department, MI
- Great Lakes Water Authority, MI
- Independence Power & Light, MO
- Las Vegas Valley Water District, NV
- Long Island Power Authority, NY
- Lower Colorado River Authority, TX
- Memphis Light, Gas and Water, TN
- Metro Water Reclamation District of Greater Chicago, IL
- Northern California Public Power Agency
- Oklahoma Municipal Power Authority
- Orlando Utility Commission, FL
- Pasadena Water & Electric, CA
- Sacramento Municipal Utility District, CA
- San Antonio Water System, TX
- San Diego Gas & Electric, CA
- Seattle City Light, WA

We are not aware of any potential conflicts of interest in providing the proposed services to the Agencies.

A high-speed photograph of a water splash, showing a central column of water rising and splashing outwards, with numerous droplets and ripples. The background consists of several overlapping, semi-transparent teal circles of varying sizes, creating a layered effect.

September 16, 2024

San Juan Water District and Sacramento Suburban Water District

Cost proposal to conduct an analysis on a potential combination of the two agencies into a single entity

Cost proposal

When we say value, we mean achieving your objectives and imagining new ones. We mean sharing public sector industry insights, gaining efficiencies and directing our best resources to SJWD and SSWD.

Sharing our transparent fee estimate

The Agencies’ fee estimate is based on what we’ve learned is important to you. We’ll go beyond what’s expected to deliver a return on your investment. Our fees allow for thorough and insightful advice from experienced professionals without unnecessary add-ons or startup charges.

We envision devoting approximately **445 hours** of our team’s time to complete this engagement. The total cost of Activities 1 through 3, discussed in our separate proposal, is **\$149,900**, which includes all fees and expenses.

Detailing our assumptions

Our estimate is based on the below assumptions. Should any of these change during the engagement, we will immediately contact the Agencies and prepare a change order detailing the new requirements and any corresponding budget impact.

- Adequate support, preparedness and cooperation from the Agencies’ management
- Organized books and records
- Fees based on current advisory standards
- No significant changes in scope

Delivering services above the standard — at standard hourly rates

When you need us, we step in to help, even outside the scope of our engagement. If the service you need is out of scope, we’ll let you know and get your approval. Whenever possible, we’ll give you an estimate in advance, outlining the time and expense we believe we’ll need to achieve your objectives.

STANDARD HOURLY RATES	
Staff level	Hourly rate
Managing director/Director	\$475
Manager	\$295
Senior consultant/Special advisor	\$230

DELIVERING BEYOND THE STANDARD

When the Agencies need additional services, we’re flexible and accessible, standing ready to serve your needs beyond the scope of our engagement.



Agenda Item: 9

Date: October 21, 2024

Subject: Calendar Year 2024 Capital Budget Amendment

Staff Contact: Jeffery S. Ott, Director of Finance and Administration
Dana Dean, Engineering Manager

Recommended Board Action:

Approve the requested \$2,000,000 amendment to the 2024 Capital Budget to account for construction schedule changes and move \$2,000,000 from the CY2024 Capital Budget to the CY2025 Capital Budget for the Wells 81, 82, and 83 multi-year project.

Summary:

Long-lead-time item uncertainty over availability of electrical equipment for the two current multi-year well projects (the Wells 81, 82, and 83 project, and the Well 84 project) has been resolved. This has resulted in a significantly shortened delivery schedule for the Wells 81, 82, and 83 project. However, for both projects, some work originally anticipated to occur mostly in 2024 is now forecast to occur in 2025. The shortened schedule is very welcome news, and the corresponding revised construction timing has reduced the 2024 spending forecast for the Wells 81, 82, and 83 project by approximately \$2,000,000 and increased the 2025 spending forecast by the same amount (no net change in project costs results is anticipated).

Background:

Supply Chain

Uncertainty of availability of equipment, parts, and materials related to multi-year supply chain problems has been impacting delivery of CIP projects for a number of years now. As reported to the Board regularly during the course of these two multi-year projects (as well as the completed Well 78 Butano/Cottage project, the completed Well 79 Verner/Panorama project, and the completed Well 80 Walnut/Auburn project), availability of electrical equipment and components is still suffering from the global supply chain disruptions associated with the COVID-19 pandemic of 2019.

Only recently have noticeable improvements in the supply chain impacting District well projects been observed. However, a particular category – electrical equipment and component parts – has not seen significant improvement on a broad scale.

Progressive Design-Build

The current two multi-year well projects are under construction via the Progressive Design-Build (PDB) approach. With this approach, a project’s scope, schedule, and cost are all based on limited

information relative to the more common Design-Bid-Build approach. In the PDB approach, the scope, schedule, and cost are based on only a 60%-level design.

Accordingly, the District's PDB contractor had developed the project schedules utilizing best-available information on procurement of electrical equipment at the time, so it necessarily incorporated significant schedule uncertainty. This uncertainty was reflected in extended procurement and installation timelines for the electrical equipment.

Discussion:

Very recently, the District's PDB contractor, through collaboration with its electrical sub-contractor, identified an alternate electrical equipment supplier with an improved (sooner than originally thought possible) delivery commitment. The impact to the project is a change in construction timing that has shifted some portions of the site work later in the overall schedule, and in particular some from 2024 to 2025.

This change in supplier also permits a shortening of the overall schedule for the Wells 81, 82, and 83 project. A small improvement to the Well 84 schedule is possible but not considered reliable at this time to reflect in the project schedule. Staff will monitor this and report any significant changes.

A side-effect of this timing change is that the spending distribution forecast for the Wells 81, 82, and 83 project is now anticipated to be shifted by approximately \$2.0 million – a reduction in 2024 and an increase in 2025. No net change in cost to either project is anticipated to result from the change in the electrical supplier.

Staff continues to work very closely with the PDB contractor to monitor supply chain and schedule, etc., and look for ways to reduce both costs and schedule.

Authorization Request

Staff are requesting the Board authorize the General Manager to move \$2.0 million from the CY2024 Capital Budget to the CY2025 Capital Budget for the Wells 81, 82, and 83 project.

Fiscal Impact:

The Capital Budget amendment will reduce the CY2024 Capital Budget by \$2.0 million (from \$28,510,000 to \$26,510,000) and increase the CY2025 Capital Budget by the same amount (the CY2025 Budget has not yet been approved by 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: October 21, 2024

Subject: Mutual Aid and Assistance Agreement Between City of Roseville and Sacramento Suburban Water District

Staff Contact: Matt Underwood, Assistant General Manager

Recommended Board Action:

Authorize the General Manager to execute a Mutual Aid and Assistance Agreement between the City of Roseville and Sacramento Suburban Water District, provided there are no material changes from the draft agreement attached.

Discussion:

Over the past several years, Sacramento Suburban Water District (SSWD) has entered into Mutual Aid and Assistance Agreements (MAA) with a number of neighboring water purveyors. To the extent possible, a standard form has been used for each of these agreements. The District currently does not have an agreement with the City of Roseville (City).

The City's water service area is contiguous to SSWD's at the northernmost boundary of SSWD's North Service Area (the boundary between Sacramento County and Placer County). The City and SSWD both have access to surface water and groundwater supplies, but the City's primary source of supply is surface water originating at Folsom Lake from the intake shared with San Juan Water District. SSWD and the City both have facilities that could provide water service between agencies during an emergency.

In addition to providing water during an emergency, both SSWD and City have the capability to provide personnel, equipment, materials, supplies, and communication support. Wholesale water rates and charges would be set for furnishing interim water supplies to the requesting agency. Reimbursement for services provided other than emergency water supply will be charged as listed in the MAA.

SSWD continues to use a standardized MAA to establish agreements with the other water agencies adjacent to its service area. SSWD currently has MAA's in place with Carmichael Water District, Rio Linda/Elverta Community Water District, Del Paso Manner Water District, and San Juan Water District (includes Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company, and the City of Folsom).

As in any agreement with an adjacent water agency, SSWD will work cooperatively to assist during a catastrophic event without detrimentally affecting District customers. Services provided to an adjacent water agency can be terminated subject to maintaining minimum service standards to SSWD customers.

Legal Counsels of both agencies have reviewed and approved the attached draft MAA.

The City must still present this MAA to City Council for approval prior to final execution. The various exhibits depicting contact information, service areas, interconnection details, organization charts, etc. will be completed with the final agreement.

Entering into this MAA will provide SSWD with an important agreement for mutual aid in case of an emergency while setting an example for other water agencies in the region.

Fiscal Impact:

There is no immediate fiscal impact to SSWD by approving this agreement. Approval could save SSWD costs associated with responding to a possible future mutual aid event as well as enable cost recovery to be expedited.

District customers benefit from this MAA because mutual aid could potentially be of great benefit to SSWD in the event of an emergency.

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
- Goal D: Maintain Excellent Customer Service

Attachment:

1. Draft Mutual Aid and Assistance Agreement between the City of Roseville and Sacramento Suburban Water District

**MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT**

AGREEMENT

This Agreement is entered into as the ____ day of _____, 2024, by and between the Sacramento Suburban Water District (SSWD), a public agency, and the City of Roseville (City), a public agency (together, Agencies).

**ARTICLE I.
RECITALS**

A. There may be a need for mutual assistance by the Agencies to respond to emergencies in either SSWD or City.

B. SSWD has access to surface water and has groundwater facilities. SSWD has groundwater well facilities in its North Service Area (NSA) that could be utilized to provide water to the City during an emergency.

C. City has access to surface water and has groundwater facilities. City surface water agreement has place of use (POU) limitations that currently does not include the SSWD service area (as shown on Exhibit 1 to this Agreement, “Place of Use Limitations”). City has surface water facilities that could provide water to SSWD’s NSA during an emergency.

D. City and SSWD desire to set forth in this Agreement the operating criteria of the two water systems’ interconnections (as shown on Exhibit 2 to this Agreement, “Interconnections”) between City and SSWD, to deliver water supplies during emergency situations.

**ARTICLE II.
DEFINITIONS**

When used in this Agreement, the following terms are defined as set forth in this section:

A. “Agreement” means this Mutual Aid and Assistance Agreement between the Sacramento Suburban Water District and the City of Roseville.

B. “City” means the City of Roseville.

C. “SSWD” means the Sacramento Suburban Water District

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

D. "City Water System" means the water conveyance and related facilities (which are shown on Exhibit 2 to this Agreement) to be used by City to receive water supplies from SSWD.

E. "SSWD Water System" means the water conveyance and related facilities (which are shown on Exhibit 2 to this Agreement) to be used by SSWD to furnish water supplies to City.

F. "Emergency" means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of SSWD and/or City, requiring the combined forces to combat..

G. "Period of Assistance" means the specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

H. "Members" means the public Water Utility that manifests intent to participate in the Mutual Aid and Assistance by executing this Agreement.

1. "Requesting Member" means a Member who requests aid or assistance under this Agreement.

2. "Responding Member" means a Member that responds to a request for aid or assistance under this Agreement.

3. "Non-Responding Member" means a Member that does not provide aid or assistance during a Period of Assistance under this Agreement.

I. "Authorized Official" means an employee or officer of a Member utility that is authorized to: Request assistance, offer assistance, refuse to offer assistance, or withdraw assistance under this Agreement.

J. "Confidential Information" means any document shared with any signatory of this Agreement that is marked confidential, including but not limited to any map, report, notes, papers, opinion, or e-mail which relates to the system vulnerabilities of any participating Agency in this Agreement.

K. "Interconnection" means a pipeline connection between the SSWD water system and the City water system that is shown in Exhibit 2 to this Agreement. The Interconnection is the point of delivery for water supplies provided under this Agreement. The Interconnection includes pipe sections, water flow measurement devices and, in some instances, water control valves, that connect the SSWD and City water systems. The Interconnection includes facilities to measure water and allow water to flow from one water system to the other

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

water system. The Interconnection in this Agreement is located as shown on Exhibit 2. The Interconnection may be changed (and a new Exhibit 2 prepared) upon the written consent of SSWD and City.

L. Emergency conditions and indicators including “system pressures” and “outside temperature” are defined in Exhibit 3.

M. A “resource inventory” including equipment, supplies, and personnel for each Member, is defined in Exhibit 4.

ARTICLE III.
REQUESTS FOR ASSISTANCE

In the event of an Emergency, a Member’s Authorized Official may request mutual aid and assistance from a participating Member. Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment, and supplies shall be prepared in writing as soon as practicable. Requests for assistance shall be directed to the Authorized Official of the participating Member or the first available contact person as described in Exhibit 3 of this Agreement. Specific protocols for requesting aid are provided in the required procedures described below. In the event that a Member becomes a Requesting Member, the following procedure shall be followed:

The Requesting Member shall contact the Authorized Official Responding Member and provide them with the following information:

1. A general description of the damage sustained, if relevant, or the incident that is triggering the request for Mutual Aid;
2. The part of the water system for which assistance is needed;
3. The amount and type of personnel, equipment, materials and supplies needed and a reasonable estimate of the length of time they will be needed;
4. The present weather conditions and the forecast for the next twenty-four hours;
5. A specific time and place for a representative of the Requesting Member to meet the personnel/equipment of the Responding Member; and
6. The identification of work conditions and any special constraints such as availability of fuel supplies, lodging/meal support, medical facilities, security, communications, etc.

The Requesting Member shall have the responsibility of providing communications between the personnel of the Responding Member and the Requesting Member.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
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ARTICLE IV.
RESPONDING MEMBER PROCEDURES

A. Response to a Request for Assistance. Members of the Agreement are not obligated to respond to a request. After a Member receives a request for assistance, the Authorized Official evaluates whether or not to respond, whether resources are available to respond, or if other circumstances would hinder response. Following the evaluation, the Authorized Official shall inform, as soon as possible, the Requesting Member whether it will respond. If the Responding Member is willing and able to provide assistance, the Responding Member shall provide the Requesting Member with the following information:

1. A complete description of the personnel, equipment and materials to be furnished to the Requesting Member.
2. The estimated length of time the personnel, equipment and materials will be available;
3. The work experience and ability of the personnel and the capability of the equipment to be furnished;
4. The name of the person or persons to be designated as supervisory personnel; and
5. The estimated time when the assistance provided will arrive at the location designated by the Authorized Official of the Requesting Member.

The Requesting Member and Responding Member shall analyze, discuss, and determine a course of action, taking into account the information provided by each of the agencies. If the Responding Member is willing and able to provide assistance, they shall work with the Requesting Member to determine a plan and procedure for implementing the proposed course of action. The plan shall provide for the most appropriate possible utilization of personnel, equipment, materials and or/facilities necessary to minimize adverse impacts of the emergency condition to either City or SSWD. The plan shall include procedures for regular communication as available to each party between the Agencies during the emergency concerning implementation of and possible revisions of the plan.

B. Discretion of Responding Member's Authorized Official. Execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have sole and absolute discretion as to whether or not to respond, or the availability of resources to be used in such response. An Authorized Member's decisions on the availability of resources shall be final.

C. Control. Employees so provided remain at all times the employees of the Responding Member and at all times are subject to the direction and control of the Responding Member. Such Responding Member, however, will ensure the direction and control of those employees is consistent with the Requesting Member's needs under the NIMS Incident Command System. The Requesting Member's Authorized Official shall coordinate response activities with the designated supervisor(s) of the Responding Member(s). The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

D. Food and Shelter. Whenever practical, Responding Member personnel must be self-sufficient for up to 72 hours. When possible, the Requesting Member shall supply reasonable food and shelter for Responding Member personnel. If the Requesting Member is unable to provide food and shelter for responding personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. Except as provided below, the cost for such resources must not exceed the State per diem rates for that area. To the extent Food and Shelter costs exceed the State per diem rates for the area; the Responding Member must demonstrate that the additional costs were reasonable and necessary under the circumstances. Unless otherwise agreed to in writing, the Requesting Member remains responsible for reimbursing the Responding Member for all reasonable and necessary costs associated with providing food and shelter, if such resources are not provided.

E. Communication. If necessary, the Requesting Member shall provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radio, or cellular phones, or list of cell phone numbers in order to facilitate communications with local responders and utility personnel.

F. Status. Unless otherwise provided by law, the Responding Member's officers and employees retain the same privileges, immunities, rights, duties and benefits as provided in their respective jurisdictions.

G. Licenses and Permits. To the extent permitted by law, Responding Member personnel that hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance.

H. Right to Withdraw. The Responding Member's Authorized Official retains the right to withdraw some or all of its resources at any time for any reason in the Responding Member's sole and absolute discretion. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as is practicable under the circumstances.

ARTICLE V.
INTERCONNECTION(S) & WATER SUPPLIES

City and SSWD desire to set forth in this Agreement the operating criteria of the water system interconnection(s) (as shown on Exhibit 2 to this Agreement, "Interconnection") between the City water system and the SSWD water system, to deliver interim water supplies during high water-demand conditions and emergency situations.

A. Operating Criteria for Interconnection(s). The Operating Criteria as outlined in Exhibit 3 of this Agreement will set forth who operates the interconnection(s).

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

B. Modification to Interconnections. The owner of the Interconnection may make modifications to the Interconnection(s) as it determines necessary in the prudent operation of the Interconnection(s) and the water system. The Requesting Member may propose to the owner modification to the Interconnection(s). The Owner will review and comment on, and consider approval of, any such modification proposed by the Requesting Member within 30 days of receipt of the proposal from the Requesting Member. The Interconnection owner will notify the Requesting Member at least 48 hours in advance of any modification to the Interconnection(s).

C. Water Quality. Water Supplies delivered by each Member under this Agreement shall meet the standards for water quality established by (a) the California State Water Resources Control Board, Division of Drinking Water (DDW) and Environmental Protection Agency (EPA), or its successor agency, and (b) federal agencies with jurisdiction over drinking water standards. In the event that water is provided from one Member to the other, the Responding Member shall provide the requesting member a copy of the Responding Member's latest consumer confidence water quality report to facilitate the Requesting Member's water quality reports to its retail customers as required by State or Federal Law.

1. Groundwater – It is assumed that both agency's groundwater meets the safe drinking water levels for drinking water as established by DDW and/or EPA. If a water quality problem results from implementing this Agreement, the Agency that requested assistance shall bear full responsibility for resolving any water quality impact.
2. Surface Water – The introduction of surface water into systems predominately on groundwater or the introduction of groundwater into systems predominately on surface water has, on occasion, caused water quality problems. If a water quality problem results from implementing this Agreement, the Agency that requested assistance shall bear full responsibility for resolving any water quality impacts.

D. Sources of Water Supplies. The water supplies that may be available during the current term of this Agreement for delivery from a Responding Member include groundwater supplies from SSWD and surface and/or groundwater from City.

E. Place of Use Limitations. Water supplies furnished to the Requesting Member under this Agreement will not be sold or otherwise disposed of by the Requesting Member for use outside of the boundaries of the Requesting Member as of the effective date of this Agreement, without the prior written consent of the Responding Member, which consent may be withheld at the sole discretion of the Responding Member. Place of use limitations for each Member are shown on Exhibit 1.

F. No Responsibility for Distribution of Water beyond Point of Delivery. The Responding Member is not responsible for the control, carriage, handling, use, disposal or distribution of water supplies furnished to the Requesting Member under this Agreement beyond the Interconnection. The Responding Member will not be liable for claims of damage of any nature whatsoever, including but not limited to property damage or personal injury, arising out of or connected with the control, carriage, handling, use, disposal or distribution of water supplies furnished to the Requesting Member under this Agreement past the Interconnection. The

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Responding Member will not be liable for changes in water quality or violations of drinking water standards downstream of the Interconnection, but will consult and cooperate with the Requesting Member to avoid such violations.

ARTICLE VI.
MODIFICATION OF INVENTORY

City and SSWD agree to update Equipment Inventory information between systems (Exhibit 4), including changes in supplies (for example, change in chemical product), equipment and personnel.

ARTICLE VII.
COST REIMBURSEMENT

The Requesting Member shall reimburse the Responding Member for each of the following categories of costs incurred during the specified Period of Assistance as agreed in whole or in part by both parties; provided, that any Responding Member may assume in whole or in part such loss, damage, expense, or other cost, or may loan such equipment or donate such services to the Requesting Member without charge or cost.

A. Personnel. The Responding Member shall be reimbursed by the Requesting Member for personnel costs incurred for work performed during the specified Period of Assistance. Responding Member personnel costs shall be calculated according to the most current and up to date pricing and in compliance to the terms provided in their employment contracts or other conditions of employment. The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Requesting Member reimbursement to the Responding Member could consider all personnel costs, including salaries or hourly wages, costs for fringe benefits, and indirect costs.

B. Equipment. The Requesting Member shall reimburse the Responding Member for the use of equipment during the specified Period of Assistance, including, but not limited to, reasonable rental rates, all fuel, lubrication, maintenance, transportation, and loading/unloading of loaned equipment. All equipment shall be returned to the Responding Member in good working order as soon as is practicable and reasonable under the circumstances. As a minimum, rates for equipment use must be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates. If a Responding Member uses rates different from those in the FEMA Schedule of Equipment Rates, the Responding Member must provide such current rates in writing to the Requesting Member prior to supplying the equipment. Mutual agreement on which rates are used must be reached in writing prior to dispatch of the equipment. Reimbursement for equipment not referenced on the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs. If Responding Member must lease a piece of equipment while its equipment is being repaired, Requesting Member shall reimburse Responding Member for such rental costs.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

C. Materials and Supplies. The Requesting Member must reimburse the Responding Member in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. The Responding Member must not charge direct fees or rental charges to the Requesting Member for other supplies and reusable items that are returned to the Responding Member in a clean, damage-free condition. Reusable supplies that are returned to the Responding Member with damage must be treated as expendable supplies for purposes of cost reimbursement.

D. Wholesale Water Rates and Charges. The Responding Member will set wholesale water rates and charges from time to time for furnishing interim water supplies to the Requesting Member under this Agreement, that reflect the Responding Member's costs of furnishing interim water supplies, including without limitation, the costs of untreated water, extraction, treatment, conveyance, wheeling if applicable, and the cost of operation, maintenance, repair, replacement of, and capital improvements to, the Responding Member Water System, together with costs incurred by the Responding Member under other sections of this Agreement. The Responding Member's wholesale water rates and charges will reflect the melded cost of water from the various sources of supply utilized by the Responding Member at the time of the request. The wholesale water rate shall be the then applicable current rates during the Period of Assistance. The rate reflects the cost of providing water service from all sources of supply available to the Responding Member during the current term of this Agreement. In no event will the amount charged to the Requesting Member for water supplies under this Agreement exceed the total retail rate charged by the Responding Member to retail water customers of the Responding Member in its Service Area.

E. Payment Period. The Responding Member must provide an itemized bill to the Requesting Member for all expenses incurred by the Responding Member while providing assistance under this Agreement. The Responding Member must send the itemized bill not later than (90) ninety days following the end of the Period of Assistance. The Responding Member may request additional periods of time within which to submit the itemized bill, and Requesting Member shall not unreasonably withhold consent to such request. The Requesting Member must pay the bill in full on or before the forty-fifth (45th) day following the billing date. The Requesting Member may request additional periods of time within which to pay the itemized bill, and Responding Member shall not unreasonably withhold consent to such request, provided, however, that all payment shall occur not later than one-year after the date a final itemized bill is submitted to the Requesting Member.

F. Records. Each Responding Member and their duly authorized representatives shall have access to a Requesting Member's books, documents, notes, reports, papers and records which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial, maintenance or regulatory audit. Such records shall be maintained for at least three (3) years or longer where required by law.

G. General Obligation Requesting Member. The obligations of the Requesting Member under this Agreement will constitute general obligations of the Requesting Member,

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
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and the Requesting Member will use all of the powers and resources available to it under the law to collect the funds necessary for, and to pay, the Requesting Member's obligations to the Responding Member under this Agreement. The Requesting Member as a whole is obligated to pay the Responding Member the payments becoming due under this Agreement, notwithstanding any individual default by its water users, customers or others in the payment to the Requesting Member of assessments, taxes or other rates and charges levied by the Requesting Member.

ARTICLE VIII.
DISPUTES

If any controversy or claim arises out of, or relates to, the execution of the Agreement, including, but not limited to, alleged breach of the Agreement, the disputing Members shall first attempt to resolve the dispute by negotiation, followed by mediation and finally shall be settled by arbitration in accordance with the Rules of the American Arbitration Association. Any court of competent jurisdiction may enter the judgment rendered by the arbitrators as final judgment that is binding on the parties.

ARTICLE IX.
GENERAL INDEMNITY

Each party to this Agreement will indemnify, defend and hold harmless the other party, and its respective directors, officers, employees, volunteers and agents, from and against any and all liability, losses, claims, damages, expenses, demands, settlements and costs (including, but not limited to, interest, penalties, attorney, expert witness and consulting fees, and litigation costs) of any nature arising out of the party's performance under this Agreement and caused by any negligent act or omission, willful misconduct or violation of law of or by the party, or the party's employees, volunteers, agents, contractors and subcontractors. It is the intention of both Members that where fault is determined to be joint or contributory, principles of comparative fault will be followed and each party shall bear the proportionate costs of that party, its officers, directors, employees, volunteers, agents, its respective governing Board and each party's contractors and subcontractors.

ARTICLE X.
CLAIMS

A Member who becomes aware of a claim or suit that in anyway, directly or indirectly, contingently or otherwise, affects or might affect other Members of this Agreement shall provide prompt and timely notice to the Members who may be affected by the suit or claim. Each Member reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

ARTICLE XI.
NOTICE

Any notice and other communications required under this Agreement will be in writing, and will be deemed to have been duly given upon the date of service, if (a) served personally on the party to whom notice is to be given, or (b) sent by electronic mail, and the party to whom notice is to be given confirms receipt, or (c) on the third day after mailing, if mailed to the party to whom notice is to be given, by first-class mail, postage prepaid, and properly addressed to the following:

City Manager
City of Roseville
311 Vernon Street
Roseville, California 95678

General Manager
Sacramento Suburban Water District
3701 Marconi Avenue, Suite 100
Sacramento, California 95821-5346

Member Responsibility. Members shall identify an Authorized Official and alternates; provide contact information including 24-hour access, and maintain resource information that may be available from the utility for mutual aid and assistance response. Such contact information shall be updated annually or when changes occur, and be provided to the other agency.

ARTICLE XII.
CONFIDENTIAL INFORMATION

To the extent provided by law, each Member shall maintain in the strictest confidence and shall take all reasonable steps necessary to prevent the disclosure of any Confidential Information disclosed under this Agreement. If any Member requests or demands, by subpoena or otherwise, that a Member disclose any Confidential Information disclosed under this Agreement, the Member shall immediately notify the owner of the Confidential Information and shall take all reasonable steps necessary to prevent the disclosure of any Confidential Information by asserting all applicable rights and privileges with respect to such information and shall cooperate fully in any judicial or administrative proceeding relating thereto.

ARTICLE XIII.
EFFECTIVE DATE & TERM AND TERMINATION

This Agreement shall be effective after each Member's authorized representative executes the Agreement. This Agreement will remain in effect until terminated by City or SSWD upon giving 90-day written notice of termination to the other party.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

ARTICLE XIV.
WITHDRAWAL

A Member may withdraw from this Agreement by providing written notice of its intent to withdraw to the other member agency Authorizing Official. Withdrawal takes effect 60 days after the appropriate officials receive notice. Withdrawal from this Agreement shall in no way affect a Requesting Member's duty to reimburse a Responding Member for cost incurred during a Period of Assistance, which duty shall survive such withdrawal.

ARTICLE XV.
GENERAL PROVISIONS

A. Supporting Resolutions. Each party represents that it has legal authority to enter into this Agreement and to perform its obligations hereunder, and will provide to the other party concurrent with execution of this Agreement, a duly-authorized resolution or other document authorizing the person executing this Agreement to do so.

B. Integration. This Agreement constitutes the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract concerning the subject matter of this Agreement, and superseded all prior negotiations, representations or agreements, either oral or written, that may be related to the subject matter of this Agreement.

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

D. Severability. The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

E. Amendment. The terms of this Agreement may be modified or amended only by a subsequent written agreement approved and executed by the parties.

F. Relationship of Parties. Nothing in the Agreement will be construed to create an association, joint venture, trust or partnership, or to impose a trust or partnership covenant, obligation or liability.

G. Prohibition on Third Parties and Assignment of Rights/Duties. This Agreement will not be construed to create any third-party beneficiaries. This Agreement is for the sole benefit of the parties and their respective successors and permitted transferees and

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
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assigns, and no other person or entity will be entitled to rely on or receive any benefit from this Agreement or any of its terms.

H. Insurance. Each Member, at its sole cost and expense, shall carry insurance or self-insure to cover its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for general liability, workers compensation, property, professional liability, and business automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide the other thirty days advance written notice of any cancellation, termination or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in the Agreement is a material breach of contract and is grounds for termination of the Agreement.

I. Successors and Assigns. This Agreement will bind and be for the benefit of the respective successors and assigns of the parties, except that, no assignment or transfer of any rights or duties of a party under this Agreement will be effective unless approved in writing by the other party.

J. Opinions and Determinations. Where the terms of this Agreement provide for an action to be based on the opinion, determination, approval or review of either party, such terms are not intended to be, and will not be construed as permitting, such action to be arbitrary, capricious or unreasonable. Any opinion, determination, approval or review required of a party under this Agreement will be provided in a timely manner.

K. Reasonable Cooperation. The parties will reasonably cooperate with each other, including the execution of all necessary documents, to carry out the purposes and intent of this Agreement.

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

M. Remedies Not Excusive. The remedies provided in the Agreement are cumulative and not exclusive, and are in addition to any other remedies that may be provided by law or equity. The exercise by either party of any remedy under this Agreement will be without prejudice to the enforcement of any other remedy.

N. Contact Persons. Each party will designate in writing to the other party from time to time its operational personnel (including on-call personnel) for contact purposes under this Agreement, as presented in Exhibit 3.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

The foregoing is hereby agreed to by the parties as of the effective date of this Agreement.

City of Roseville

Sacramento Suburban Water District

By

By

Dominick Casey, City Manager

Daniel York, General Manager

Attachments:

- Exhibit 1 – Place of Use Boundaries
- Exhibit 2 – City and SSWD Interconnections
- Exhibit 3 – Emergency Interconnection Operating Criteria
- Exhibit 4 – City and SSWD Water System Inventory
- Exhibit 5 – City and SSWD Organization Charts

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

EXHIBIT 1
CITY & SACRAMENTO SUBURBAN WATER DISTRICT
PLACE OF USE BOUNDARIES

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Insert Exhibit 1. City Place of Use Boundaries.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Insert Exhibit 1. SSWD Place of Use Boundaries.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

EXHIBIT 2
CITY & SSWD
INTERCONNECTION

SUMMARY

This document provides details related to the water system interconnection included in this Agreement.

LIST OF INTERCONNECTIONS

Interconnection Label on Map	Location	Related facilities	Flow direction	Comments
Intertie	9898 Antelope Road			

A location map of the interconnection to be used to supply emergency water under this Agreement is provided on Exhibit 2. Detailed maps for illustrating the location of the interconnection, including pipelines, meter valves, control valves, related facilities are provided on Exhibit 2 – Figure 2.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Insert Figure 1. Interconnection Map

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Insert Figures 2 through 6: Interconnection Details

To be submitted with Final MAAA.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

EXHIBIT 3

CITY & SSWD
EMERGENCY INTERCONNECTION OPERATING CRITERIA

OPERATING CRITERIA

This document outlines general delivery guidelines and criteria for the operation of service connections between City and the SSWD (Agencies).

The water service connections available for emergency use are described in Exhibit 2 of this agreement.

LIST OF CONTACTS

The following listed City and SSWD contact names and phone numbers is provided in order of contact priority.

8:00 a.m. – 4:30 p.m., Monday – Friday

City

Main	916-774-5750
Water Utility Manager	916-746-1764
Water Distribution Superintendent	916-774-5753
Water Treatment Plant Chief Operator	916-746-1996

SSWD

Main	916-972-7171
Superintendent – Production	916-679-2892
Operations Manager	916-679-2883
Engineering Manager	916-679-3991
Assistant General Manager	916-679-2887
General Manager	916-679-3973

4:30 p.m. – 8:00 a.m., Monday – Friday, and weekends and Holidays

Each Agency's answering service will be instructed to notify its on-call personnel. The on-call personnel will be instructed to notify one of the above personnel.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

OPERATIONAL PARAMETERS

The following are some parameters to potentially address:

1. For initial start-up, and for subsequently significant shutdown periods, Responding Agency will call to communicate delivery status.
2. Operator from the Responding Agency will check the system pressure. If the system pressures are adequate, water can be provided. If pressures are not adequate, the Responding Agency will deny the request for delivery and the valve will not be opened.
3. When the Responding Agency authorizes a request for delivery, and the intertie connection valve(s) has been opened, each Agency's Operator shall monitor the pressure in their system. If at any time, the pressures fall below minimum operating parameters in the Responding Agency's service area, the Responding Agency shall notify the Requesting Agency of the need to reduce flow at the intertie(s).
4. The Responding Agency shall be responsible for reading the meter and recording the time and flow quantities.
5. The aforementioned delivery criteria can be modified at the discretion and approval of the Agencies.

OPERATIONAL PROCEDURES

1. Opening of Valve(s) – Appropriate representatives of both SSWD and City will meet at the intertie site(s), verify the meter reading(s), and then open the valve(s) slowly until fully open.
2. Setting Pressure Sustaining Valve, where applicable – The valve shall be set by representatives from the Requesting Agency and verified by the Responding Agency. The pressure setting will allow water to enter the Requesting Agency system should the Requesting Agency's system pressure drop below 30 psi.
3. Closing of Valve(s) – Both City and SSWD representatives will meet at the intertie site(s), verify the meter reading(s), and then close the intertie valve(s).

AGREEMENT:

Both parties agree to the procedures and conditions set forth in this document to deliver water to the designated Interconnection(s) set forth in this Agreement, by and between the CITY OF ROSEVILLE and the SACRAMENTO SUBURBAN WATER DISTRICT.

Dated: _____, 20__

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

CITY OF ROSEVILLE

By: _____
Dominick Casey, City Manager

SACRAMENTO SUBURBAN WATER DISTRICT

By: _____
Daniel York, General Manager

EXHIBIT 4
CITY OF ROSEVILLE & SACRAMENTO SUBURBAN WATER DISTRICT
RESOURCE INVENTORY

SUMMARY

To be furnished when services are provided.

This document provides an inventory of resources including personnel and equipment for each Member. An inventory of supplies is located in each Member's inventory database and a current list from the Responding Member's inventory database can be provided to the Requesting Member upon request.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

EXHIBIT 5

Organizational Chart – City

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Organizational Chart – SSWD

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Equipment Inventory – SSWD: To be furnished when services are provided.

MUTUAL AID AND ASSISTANCE AGREEMENT BETWEEN
CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT

Equipment Inventory – City: To be furnished when services are provided.



Agenda Item: 11

Date: October 21, 2024

Subject: Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties

Staff Contact: Matt Underwood, Assistant General Manager

Recommended Board Action:

Authorize the General Manager to execute the Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties.

Background:

City of Roseville (City) is a Charter City located in Placer County, provides retail water services within the City’s boundaries, and is generally bounded by Sierra College Boulevard, State Highway 65, Santucci Boulevard, and Baseline Road ("City Service Area").

Sacramento Suburban Water District (SSWD) is a County Water District in Sacramento County serving portions of the unincorporated communities generally bounded by the Placer County line to the north; Dewey Drive, Manzanita Avenue and Walnut Avenue to the east; the American River to the south; and the City of Sacramento and the western boundary of McClellan Park to the west ("SSWD Service Area").

Discussion:

The Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties (Agreement) (Attachment 1) covers responsibilities and financial obligations of the Parties, jointly and individually, for the operation and maintenance of the intertie described in Section 1 of the Agreement.

The Agreement shall supplement the Mutual Aid and Assistance Agreement Between City of Roseville and Sacramento Suburban Water District. To the extent of any inconsistencies between the two agreements, the Mutual Aid Agreement shall control.

Legal Counsels of both agencies have reviewed and approved the Agreement.

The City must still present this Agreement to City Council for approval prior to final execution.

Fiscal Impact:

There is no fiscal impact associated with executing the Agreement.

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
- Goal D: Maintain Excellent Customer Service

Attachment:

1. Draft Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties

Attachment 1

AGREEMENT BETWEEN CITY OF ROSEVILLE AND SACRAMENTO SUBURBAN WATER DISTRICT FOR COST SHARING, OWNERSHIP, OPERATION AND MAINTENANCE OF INTERTIES

This Agreement Between City of Roseville and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties ("Agreement") is entered into this _____DATE, by and between City of Roseville, hereinafter "CITY" and Sacramento Suburban Water District, hereinafter "SSWD". The "Parties" refers jointly to both parties to this Agreement and a "Party" refers to one of the parties to this Agreement.

BACKGROUND

A. The CITY is a Charter City located in Placer county, provides retail water services within the City's boundaries and is generally bounded by Sierra College Bl, Highway 65, Santucci Blvd., and Baseline Rd. ("CITY Service Area").

B. SSWD is a county water district in Sacramento County serving portions of the unincorporated communities generally bounded by the Placer County line to the north; Dewey Drive, Manzanita Avenue and Walnut Avenue to the east; the American River to the south; and the City of Sacramento and the western boundary of McClellan Park to the west ("SSWD Service Area").

C. This Agreement covers responsibilities and financial obligations of the Parties, jointly and individually, for the operation and maintenance of the interties described in Section 1 below.

D. This Agreement shall supplement the Mutual Aid and Assistance Agreement Between the CITY and SSWD dated _____(the "Mutual Aid Agreement"). To the extent of any inconsistencies between the two agreements, the Mutual Aid Agreement shall control.

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises contained herein, the Parties hereby agree as follows:

1. Antelope Road Intertie

i. Intertie Location. The Antelope Road Intertie is located at 9898 Antelope Road, Roseville, CA 95747. This is the northwest corner of Antelope Road and the Placer County and Sacramento County line.

ii. Intertie Description. Following is a list of the major components of the intertie facility.

- a) One 20" bidirectional magnetic flow meter (20MGD capacity) in an underground vault which also contains pressure instrumentation and vault flood detection
- b) Yard piping and valves
 - i. From flow meter to City's water distribution system: 20" D.I.P., 20" butterfly valve, 20" Tee, 20"x36" reducer, 6 inch hydrant blow off valve, and 36" CCP.
 - ii. From flow meter to SSWD's water distribution system: 20" D.I.P., 20" butterfly valve, 20" Tee, 20"x36" reducer.
- c) Electrical control pedestal consisting of three sections
 - i. Section 1- SSWD PLC
 - ii. Section 2- City PLC
 - iii. Section 3- Power Distribution/metering
- d) Telemetry consisting of two 450 MHz radio antennas, one each for SSWD and City

2. Ownership and Maintenance of Interties.

- a) **SSWD** shall be the owner of the pipelines and appurtenances from the flange on the south side of the bi-directional flow meter to a point of connection with its distribution system, the electrical control pedestal Section 1, and dedicated radio antenna. SSWD shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- b) **CITY** shall be the owner of the pipelines and appurtenances from the flange on the north side of the bi-directional flow meter to a point of connection with its distribution system, the electrical control pedestal Section 2, and dedicated radio antenna. City shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- c) **BOTH PARTIES** shall jointly own the flow meter vault, flow meter and appurtenances within the vault, electrical pedestal Section 3, and site security fencing. All expenses associated with the repair, operation, maintenance, and replacement of these intertie components shall be jointly paid by the Parties in equal shares. To the extent there are any inconsistencies between the terms of the Mutual Aid Agreement and this Agreement, the Mutual Aid Agreement shall control.

3. Wholesale Water Rates and Charges.

Pursuant to the Mutual Aid Agreement, both Parties will set wholesale water rates and charges from time to time for furnishing interim water supplies to the Requesting Party, that reflect the Responding Party's costs of furnishing interim water supplies, including without limitation, the costs of untreated water, extraction, treatment, conveyance, wheeling (if applicable), and the cost of operation, maintenance, repair, replacement of, and capital improvements to, the Responding Party's Water System, together with costs incurred by the Responding Party under other sections of the Mutual Aid Agreement. The Responding Party's wholesale water rates and charges will reflect the cost of water depending on the sources of supply utilized by the Responding Party. The wholesale water rate upon the effective date of this Agreement will be the current rates at the time of this Agreement. The current rates at the time of this Agreement are attached as Exhibit A. The rate reflects the cost of providing water service from all sources of supply available to the Responding Party during the term of this Agreement. In no event will the amount charged to the Requesting Party for water supplies under this Agreement exceed the total retail rate charged by the Responding Party to retail water customers of the Responding Party in its service area. **Nothing in this Agreement or the Mutual Aid Agreement shall require the City to provide retail potable water service to new service areas outside its corporate limits, in accordance with the Roseville Charter Section 10.01.**

4. Representatives.

The Parties will each designate a Representative to serve as liaison in connection with the performance of the obligations described in this Agreement.

5. Access to Property and Facilities.

The Parties shall grant each other permission for necessary, reasonable, and noticed access to property and facilities. Each Party agrees to grant easements to the other as may be necessary.

6. Indemnification.

A Party ("Indemnifying Party") shall, at its expense and the request of the other Party ("Indemnified Party"), defend, indemnify, and hold harmless the Indemnified Party, and its directors, officers, employees, agents, representatives, and independent contractors, from any and all claims, causes of action, damages, suits, judgments, attorneys' fees, and liability of every description arising from or relating to the negligence, wrongful acts or breach of contract of the Indemnifying Party or its directors, officers, employees, agents, representatives, or independent contractors in their performance of this Agreement.

7. Governing Law.

This Agreement shall be construed, interpreted, and applied in accordance with the laws of the State of California.

8. Amendments to this Agreement.

Any amendments to this Agreement must be approved in writing by both Parties.

9. Assignment.

Neither Party will have the power or right to assign this Agreement or any rights or responsibilities hereunder without obtaining the other Party's prior written consent.

10. Further Assurance.

Each Party agrees to cooperate in providing information and documents to the other Parties, and shall execute, acknowledge, and deliver, or cause to be executed, acknowledged, and delivered, such further instruments and documents as may be reasonably necessary in order to complete the transactions contemplated in this Agreement and to carry out the intent and purpose of this Agreement.

11. Severability.

If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.

12. Waivers.

A waiver or breach of covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving Party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

13. Interpretation.

Each Party has reviewed and revised this Agreement in consultation with its legal counsel and agrees that the rule of construction to the effect that any ambiguities are to be resolved against the drafting Party shall not be employed in the interpretation of this Agreement or any amendments or Exhibits hereto. This Agreement shall be construed neither for nor against any Party, but shall be given a reasonable interpretation in accordance with the plain meaning of its terms and the intent of the Parties.

14. Signatures and Authority.

Each Party warrants that the person signing this Agreement is authorized to act on behalf of the Party for whom that person signs. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute the same instrument. Counterparts may be delivered by facsimile, electronic mail (including PDF or any electronic signature complying with California’s Uniform Electronic Transactions Act (Cal. Civ. Code, §1633.1, et seq.) or any other applicable law) or other transmission method. The Parties agree that any electronic signatures appearing on the Agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth above.

Dominick Casey, City Manager
City of Roseville

Dan York, General Manager
Sacramento Suburban Water District

EXHIBIT A

SSWD Wholesale Water Rates

Rate	2023	2024	2025	2026	2027
Non-Residential \$/100 Cubic ft	\$1.47	\$1.52			

City of Roseville Water Rates

Rate	7/1/2023	7/1/2024	7/1/2025	7/1/2026	7/1/2027
\$/100 Cubic ft	\$1.59	\$1.66			



Agenda Item: 12

Date: October 21, 2024

Subject: Fleet Asset Management Plan

Staff Contact: Michael Simi, Operations Manager

Recommended Board Action:

Receive staff presentation and direct staff as appropriate.

Background:

The Board adopted the *Fleet Asset Management Plan* (Plan) on September 21, 2020. It was anticipated that the Plan would be amended periodically in the future as it was recognized that new information would be made available that might influence and/or alter the priority of fleet acquisitions due to increasingly stringent low emissions standards set forth by the State of California. The Plan encompasses both vehicles and equipment.

Discussion:

Summary

Implementation Status:	On-Track
Last Update:	2020
Planned Update:	2025

The Plan can be found here:

<https://www.sswd.org/home/showpublisheddocument/9619/637368912880230000>

Implementation

Implementation is on-track.

I'd like to provide a brief update on the impact of the California Advanced Clean Fleets (ACF) Regulation, which impacts any state or local government agency with jurisdiction in California that owns, leases, or operates one or more vehicles that have a Gross Vehicle Weight Rating (GVWR) greater than 8,500 pounds, typically 3/4-ton vehicles and larger.

- **Zero-Emissions Vehicle (ZEV) Purchase Schedule:**
 - Beginning January 1, 2024, 50% of new vehicle purchases must be ZEVs or Near-Zero-Emissions (NZEV).
 - Beginning January 1, 2027, all purchases must be ZEVs or NZEV.

We will provide a more detailed report on how these changes will affect our operations in the near future.

Vehicles:

In order to achieve a reasonable return on investment in the District's vehicle fleet, a Vehicle Replacement Plan was developed that utilizes a methodology of replacing vehicles, with a Gross Vehicle Weight Rating (GVWR) of 1 ton and less, when they are in operation for 10 years or 100k miles have been travelled.

Attachment 1 provides a summary of vehicle replacements since CY2021 and projected vehicle replacements to CY2035.

Equipment

The Equipment Repair Cost Criteria is based on repair cost relative to replacement cost, as well as safety considerations, age, serviceability, repair, and equipment condition. This methodology is based on District best practices over nearly two decades.

- Equipment – two pieces of equipment that match the capital asset criteria have been added since 2021:
 - 2021 John Deere #320G Skid Steer Loader with sweeper attachment – Replaced 1988 Diesel Case 380D end loader with rear sweeper.
 - 2021 Wachs Vacuum System Trailer – Replaced 2010 Ditch Witch Vacuum System Trailer.

Next Update

This AMP is on a 4-to-6-year update cycle and the next update is scheduled for 2025.

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 B: Optimize Operational and Organizational Efficiencies

Goal C: Ensure Fiscal Responsibility and Affordable Rates

The updated Fleet AMP benefits District customers, as it is an additional tool to be used by staff to better prioritize allocation of District funds.

Attachment:

1. Vehicle Replacements Since CY2021 and Projected Vehicle Replacements to CY2035

Vehicle replacements since CY2021 and estimated vehicle replacements to CY2035.

Vehicle No.	Fuel Type	Vehicle Year	Vehicle Model	Mileage (Dec. 2019)	Replacement Year	Age at Replacement (Years)	Milage at Replacement	Year Replaced	Replacement Vehicle Model	Vehicle No.
9	Gas	2001	Tundra	110,930	2021	20	125,645	2022	Ranger	97
42	Gas	2002	Tundra	108,845	2021	19	120,760	2022	Ranger	95
50	Gas	2007	F-250	76,567	2021	16	86,653	2023	F-250	101
57	Gas	2008	F-250	66,575	2021	15	81,535	2021	F-250	94
52	Gas	2008	F-150	80,388	2022	14	107,383	2023	F-150	103
53	Gas	2008	F-150	73,240	2022	14	81,831	2023	F-150	102
60	Gas	2010	F-250	77,552	2022	13	100,113	2023	F-250	99
59	Gas	2010	F-150	52,462	2024	14	54,155	2024	F-150	105
58	Hyb.	2009	Escape	83,412	2023	14	83,412	2021	Ford Escape Hybrid	92
63	Gas	2011	E-350	52,723	2023	12	62,819	2023	F-250	100
				Mileage (Apr. 24)		Age (Years)				
61	Gas	2011	F-250	60,672	2025	14				
62	Gas	2012	F-350	69,640	2026	14				
64	Diesel	2014	F-350	57,282	2026	14				
65	Gas	2014	F-250	89,703	2025	10				
67	Gas	2016	F-150	100,573	2026	10				
68	Gas	2016	F-150	59,191	2026	10				
69	Gas	2017	F-250	45,695	2027	10				
70	Gas	2017	Transit	32,829	2027	10				
72	Gas	2017	Silverado	19,648	2027	10				
75	Gas	2018	F-250	39,750	2028	10				
76	Gas	2018	F-250	36,975	2028	10				
77	Gas	2018	F-250	34,470	2028	10				
79	Gas	2018	Colorado	14,972	2028	10				
80	Gas	2019	F-150	17,264	2029	10				
81	Gas	2019	F-150	26,634	2029	10				
82	Elect.	2019	Bolt	22,047	2030	11				
83	Hyb.	2019	RAV4	7,335	2029	10				
84	Hyb.	2019	RAV4	9,373	2030	11				
85	Gas	2019	F-250	20,872	2030	11				
86	Gas	2019	F-250	23,618	2030	11				
87	Gas	2019	F-350	27,437	2029	10				
88	Gas	2020	F-250	19,176	2031	11				
89	Gas	2020	F-250	21,484	2031	11				
90	Gas	2020	F-250	9,608	2031	11				
91	Gas	2021	F-150	26,290	2032	11				
92	Hyb.	2021	Escape	8,404	2032	11				
93	Hyb.	2021	Escape	16,399	2032	11				
94	Gas	2022	F-250	12,262	2033	11				
95	Gas	2022	Ranger	3,361	2033	11				
96	Gas	2022	F-250	5,411	2033	11				
97	Gas	2022	Ranger	7,833	2033	11				
98	Elect.	2023	Bolt	5,970	2033	10				
99	Gas	2022	F-250	1,785	2033	10				
100	Gas	2022	F-250	1,461	2033	10				
101	Gas	2023	F-250	344	2034	10				
102	Gas	2023	F-150	15	2034	10				
103	Gas	2023	F-150	20	2034	10				
104	Gas	2023	F-350	25	2034	10				
105	Gas	2024	F-150	25	2035	10				



Agenda Item: 13

Date: October 21, 2024

Subject: Committee and Liaison Appointments

Staff Contact: Dan York, General Manager

Recommended Board Action:

Board President will consider appointing new committee members to fill the vacancy left by Director Jones resigning from the Board.

Discussion:

Director Jones resigned from the Board as of October 1, 2024. The Board President can consider filling the vacant committee positions due to that resignation.

Included as Attachment 1 is the current Committee and Liaison Assignments for consideration.

Fiscal Impact:

Unknown at this time.

Attachment:

1 – 2024 Committee and Liaison Assignments List

**Sacramento Suburban Water District
2024 Committee and Liaison Assignments**

Committees

Audit Committee.....	Craig Locke, Chair
.....	Jay Boatwright
Facilities and Operations Committee.....	Vacant, Chair
.....	Craig Locke
.....	Jay Boatwright, Alternate
Regulatory Compliance/Water Quality Committee.....	Robert Wichert, Chair
.....	Kevin Thomas
Water Banking Committee	Robert Wichert, Chair
.....	Kevin Thomas
Carmichael Water District/SSWD 2x2 Committee	Craig Locke, Chair
.....	Jay Boatwright
.....	Vacant, Alternate
Del Paso Manor Water District/SSWD 2x2 Committee.....	Robert Wichert, Chair
.....	Jay Boatwright
General Manager Performance Review Committee	Robert Wichert
.....	Kevin Thomas
Production Capacity Ad Hoc Committee	Jay Boatwright, Chair
.....	Robert Wichert

Liaison Assignments

ACWA/JPIA	Jay Boatwright
.....	Staff Position: Dan York
.....	Craig Locke, Alternate
.....	Kevin Thomas, Alternate
ACWA General Election Voting Delegate	Jay Boatwright
.....	Dan York, Alternate
ACWA Groundwater Committee (2/2024).....	Jay Boatwright
.....	Kevin Thomas
.....	Craig Locke
ACWA Water Quality Committee (2/2024)	Craig Locke
ACWA Business Development (2/2024).....	Craig Locke
.....	Jay Boatwright

ACWA Energy Committee (2/2024)	Craig Locke
.....	Robert Wichert
ACWA Water Management (2/2024)	Vacant
California Special Districts Association	Vacant
LAFCo Special District Advisory Committee	Jay Boatwright
Regional Water Authority – Executive Committee Board	Robert Wichert
Regional Water Authority	Robert Wichert
.....	Dan York, Alternate
.....	Jay Boatwright, Alternate
.....	Vacant, Alternate
.....	Craig Locke, Alternate
.....	Kevin Thomas, Alternate
Sacramento Groundwater Authority	Jay Boatwright, Board Rep.
.....	Robert Wichert, Alternate
.....	Kevin Thomas, Alternate
Sacramento Water Forum Successor Effort.....	Staff Rep: Dan York
.....	Craig Locke, Alternate
.....	Kevin Thomas, Alternate
.....	Vacant, Alternate



Agenda Item: 14

Date: October 21, 2024

Subject: General Manager’s Report

Staff Contact: Dan York, General Manager

a. Grant of Easement and Right of Way

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

- 4326 Winters Street, McClellan, California

b. Women Who SPARK Award

This past September, the District’s Customer Services Manager, Julie Nemitz, was honored with A Women Who SPARK Award by the Utility 2030 Collaborative(U2030) at their annual SPARK Meeting in Nashville. U2030 is a dynamic and diverse network of utility professionals dedicated to advancing long-term sustainability to safeguard utilities and the planet for future generations.

The SPARK Award celebrates the achievements of women who are driving transformation in utility companies. Ms. Nemitz was honored for the innovations she has brought to the District’s billing and payment system, including implementing a direct levy process for delinquent bills and spearheading the adoption of a new bill payment system.

These changes have improved the overall efficiency of the Customer Services and Field Operations Departments, reduced incoming phone calls regarding bill payment issues, and enhanced the bill-paying experience for District customers.

Ms. Nemitz was also recognized for her mentorship and leadership in the Customer Services Department. She led the creation of a Senior Customer Service Representative position that provides a needed career path within the Customer Service Department. Her commitment to empowering and supporting her team has resulted in significant career advancements for her staff in other District departments.



Agenda Item: 15

Date: October 21, 2024

Subject: Groundwater Well Status Report

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

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

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.

A. CAPACITY STATUS SUMMARY

Table 1 below lists the District’s groundwater supply capacity for Active wells. It includes the *On-Line* capacity (amount and percentage), and the *Historical Demand* (amount): the *Average Day* demand (the current month’s daily demand based on the last three full years of data), and the *Highest Day* demand (the highest day’s demand over the same period, with a factor of 1.5 applied).

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

Area	Groundwater Supply Capacity			Historical Demand (MGD)	
	Active (MGD)	On-Line (MGD)	On-Line (%)	Average Day (Month)	Highest Day (Year)
NSA	58.7	44.28	75%	16.7	37.6
SSA	57.0	40.6	71%	13.0	30.4
Total	115.7	82.7	72%	29.8	66.6

MGD = Million Gallons per Day

Figure 1 below presents the Table 1 data graphically.

Figure 1. Capacity vs. Demand by Service Area

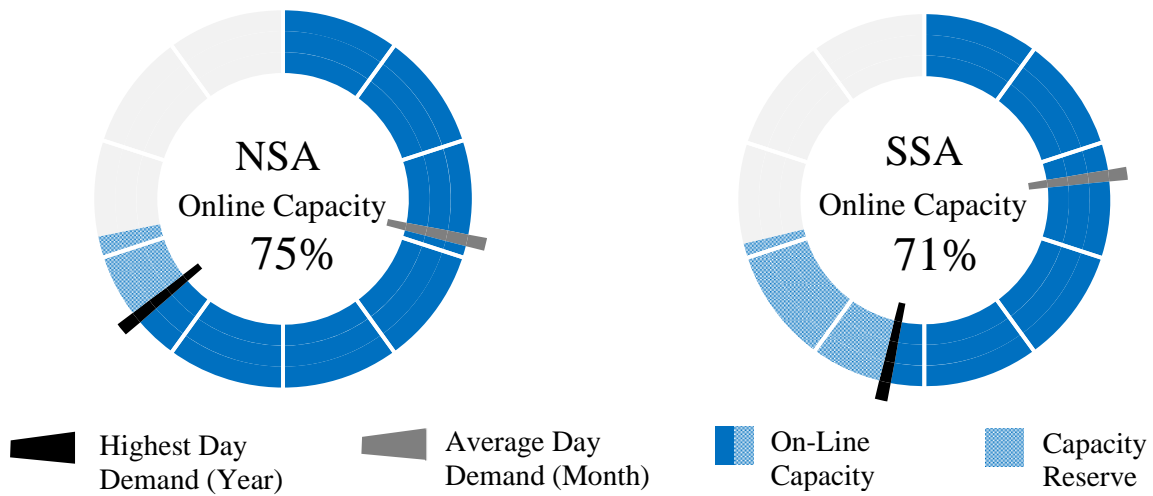
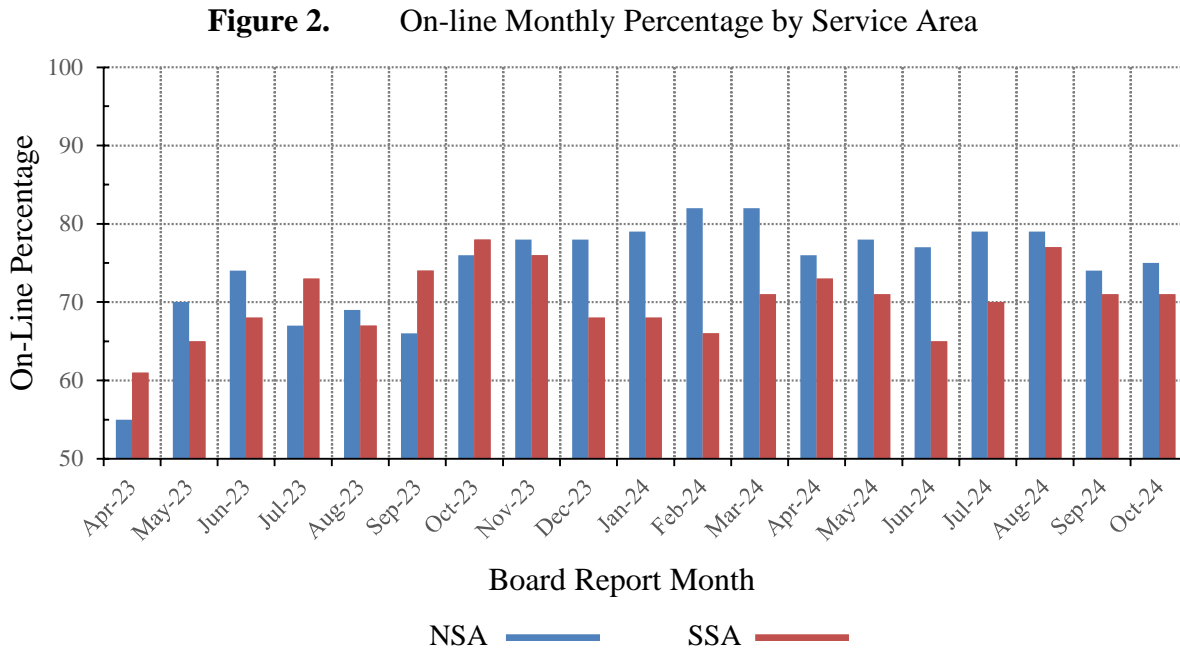


Figure 2 below shows the online capacity monthly value by service area since the commencement of the KPM contract.



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: 10,000 gpm / 14.4 MGD
 (10,400 gpm last report)

Summary of Change in Well Status		
<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
59A Bainbridge/Holmes	Off	(1,700)
N25 Sutter	On	1,400
N26 Monument	On	700
Net Change in Capacity:		400

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: 400 gpm

N38 Coyle

Capacity / Status: 400 gpm / Off-line 3/28/2024

Reason: Pump breaking suction

Project Phase: Well cleaning and CA in progress.

Expected Completion: February 2025. Depending on the outcome of the CA, a decision will be made on the future course of action needed to return the well to service.

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: 2,900 gpm

N9 Cameron

Capacity / Status: 1,200 gpm / Off-line 4/4/2024

Reason: Submersible motor failure

Project Phase: Replacement equipment in hand. Scheduling pump and motor installation.

Expected Completion: November 2024

59A Bainbridge/Holmes

Capacity / Status: 1,700 gpm / Off-line 9/23/2024

Reason: A/C failure

Contractor: Emcor Services

Project Phase: Replacement A/C on order

Expected Completion: November 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: 1,600 gpm

64 Galbrath/Antelope Woods

Capacity / Status: 900 gpm / Off-line 5/13/2024

Reason: Bacteriological

Project Phase: Pump equipment procurement, pump pre-lube plumbing, and electrical modifications.

Expected Completion: February 2025

N32C Poker

Capacity / Status: 700 gpm / Off-line 8/23/2024

Reason: Water system permit amendment now required

Contractor: N/A. In design (Peterson Brustad, Inc)

Project Phase: Bacteriological issue resolved. The recently adopted hexavalent chromium (Cr+6) Maximum Contaminant Level (MCL) came into effect in October 2024. Operational improvements and a permit amendment for treatment (blending) are now required before the well can be returned to service.

Expected Completion: June 2025

Planned Projects: 5,100 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: February 2025

N6A Palm

Capacity / Status: 1,700 gpm / Off-line 6/24/2024
Reason: Bacteriological
Project Phase: Rehabilitation plan and scoping
Tentative Start: January 2025
Expected Completion: March 2025

N8 Field

Capacity / Status: 1,200 gpm / Off-line 5/2/2023
Reason: Bacteriological (initially), Manganese and PFAS (recently)
Project Phase: Bacteriological issue resolved. Additional water quality testing being scheduled.
Tentative Start: December 2024
Expected Completion: January 2025 (for additional water quality testing)

N20 Cypress

Capacity / Status: 1,100 gpm / Off-line 8/23/2018
Reason: Manganese
Project Phase: Additional water quality and packer testing.
Tentative Start: March 2025
Expected Completion: April 2025 (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.

COMPLETED PROJECTS

Restored Capacity: 2,100 gpm

N25 Sutter

Capacity / Status: 1,400 gpm / Off-line 8/16/2024
Reason: VFD heatsink failure
Resolution: Heatsink components replaced

N26 Monument

Capacity / Status: 700 gpm / Off-line 5/23/2024
Reason: Programmable Logic Controller (PLC) failure
Resolution: PLC replaced

SOUTH SERVICE AREA

Total Active capacity off-line for listed projects: 11,400 gpm / 16.5 MGD
(11,400 gpm last report)

Summary of Change in Well Status

<u>Well</u>	<u>Status</u>	<u>Capacity (gpm)</u>
9 Ravenwood/Eastern	Off	(700)
40A Auburn/Yard	Off	(2,300)
73 Riverwalk/NETP East	On	3,000
Net Change in Capacity:		0

CONDITION ASSESSMENT AND INVESTIGATIVE PROJECTS

In-Progress Projects: 4,300 gpm

9 Ravenwood/Eastern

Capacity / Status: 700 gpm / Off-line 9/23/2024

Reason: Pump noise and vibration

Project Phase: Pump removal and condition assessment

Expected Completion: February 2025

32A Eden/Root

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

Reason: Failed treatment plant valve

Project Phase: MOV testing. Treatment vessel re-conditioning will be required after the parts are replaced.

Expected Completion: December 2024 (for MOV testing).

40A Auburn/Yard

Capacity / Status: 2,200 gpm/ Off-line 9/30/2024

Reason: Proactive well maintenance and CA.

Since this is the same site as the future Well 85 Auburn/Fulton (Well 85), additional water quality testing is scheduled and will be used to aid in the design of Well 85

Project Phase: Pump removal and condition assessment

Expected Completion: December 2024

Planned Projects: 0 gpm

None. See Section C for proactive projects.

REPAIR AND REHABILITATION PROJECTS

In-Progress Projects: 2,600 gpm

13 Calderwood/Marconi

Capacity / Status: 700 gpm / Off-line 7/16/2020
Reason: Capacity loss (pump breaking suction)
Project Phase: Well cleaning
Expected Completion: November 2024 (for cleaning)

20A Watt/Arden

Capacity / Status: 1,100 gpm / Off-line 3/1/2022
Reason: Electrical service failure. Upgrading service from 3- to 4-wire. HP tank off-line due to safety concerns.
Project Phase: Waiting for SMUD to install new meter.
Expected Completion: October 2024 (for electrical service based on anticipated SMUD schedule). The well will remain off until the HP tank is replaced, which is still expected to be early next year.
April 2025 (pending delivery of new HP tank)

35 Ulysses/Mercury

Capacity / Status: 800 gpm / Off-line 6/7/2023
Reason: Electrical service failure
Project Phase: Coordinating necessary repairs with SMUD for reactivation of service, and with SMUD and adjacent property owners for pole access. This site will be converted from 3- to 4-wire.
Expected Completion: March 2025

Planned Projects: 600 gpm

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 CA completed. Casing is intact but screens are totally plugged. In work queue for well cleaning. Depending on the outcome of the cleaning, a decision will be made on the future course of action needed to return the well to service.
Tentative Start: February 2025
Expected Completion: April 2025 (for cleaning)

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.

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: Work activity/schedule coordination with adjacent homeowner for site access via easement. New HP tank on order.

Tentative Start: March 2025

Expected Completion: April 2025 (pending delivery of new HP tank).

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. Depending on the outcome of the CA, a decision will be made on the future course of action needed to return the well to service.

Tentative Start: March 2025 (for CA)

Expected Completion: June 2025

WATER QUALITY PROJECTS

In-Progress Projects: 0 gpm

None

<u>Planned Projects:</u>	2,800 gpm
<u>46 Jonas/Sierra</u>	
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:	October 2024
<u>68 Northrop/Dornajo</u>	
Capacity / Status:	1,600 gpm / Off-line 11/3/2021
Reason:	Entrained gas; manganese
Project Phase:	CA completed. In work queue for well cleaning.
Tentative Start:	June 2025
Expected Completion:	September 2025
<u>69 Hilldale/Cooper</u>	
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:	December 2024

COMPLETED PROJECTS

<u>Restored Capacity:</u>	3,000 gpm
<u>73 Riverwalk/NETP East</u>	
Capacity / Status:	3,000 gpm / Off-line 8/26/2024
Reason:	Pump to waste valve pilotry leak
Resolution:	Replaced leaking parts

C. PROACTIVE PROJECTS

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

NORTH SERVICE AREA

<i>Planned Projects:</i>	3,500 gpm
<u>56A Fairbairn/Karl</u>	
<i>Capacity</i>	2,000 gpm
<i>Reason:</i>	Well maintenance/assessment
<u>N5 Hillsdale</u>	
<i>Capacity</i>	700 gpm
<i>Reason:</i>	Well maintenance/assessment
<u>N22 River College</u>	
<i>Capacity</i>	800 gpm
<i>Reason:</i>	Well maintenance/assessment

SOUTH SERVICE AREA

<i>Planned Projects:</i>	4,800 gpm
<u>25 Thor/Mercury</u>	
<i>Capacity</i>	400 gpm
<i>Reason:</i>	Well maintenance/assessment
<u>33A Auburn/Norris</u>	
<i>Capacity</i>	2,100 gpm
<i>Reason:</i>	Well maintenance/assessment
<u>74 Riverwalk/NETP South</u>	
<i>Capacity</i>	2,300 gpm
<i>Reason:</i>	Well maintenance/assessment



Agenda Item: 16

Date: October 21, 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.

Wells 81, 82, and 83 Antelope North / Poker	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<i>Pump Station</i>		
	Complete	October 2025	Note 1
	FACILITY COMMISSIONING		
	Start	End	Notes
	October 2025	December 2025	Note 1

Note 1. Auburn Constructors’ electrical sub-contractor has changed their supplier for the electrical panels. This change is anticipated to improve (shorten) the overall schedule by 5 months (i.e., complete Commissioning moved from May 2026 to December 2025).

Well 84 Antelope / Don Julio	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<i>Pump Station</i>		
	Complete	July 2025	No Change
	FACILITY COMMISSIONING		
	Start	End	Notes
	July 2025	September 2025	No Change

Milestone Status

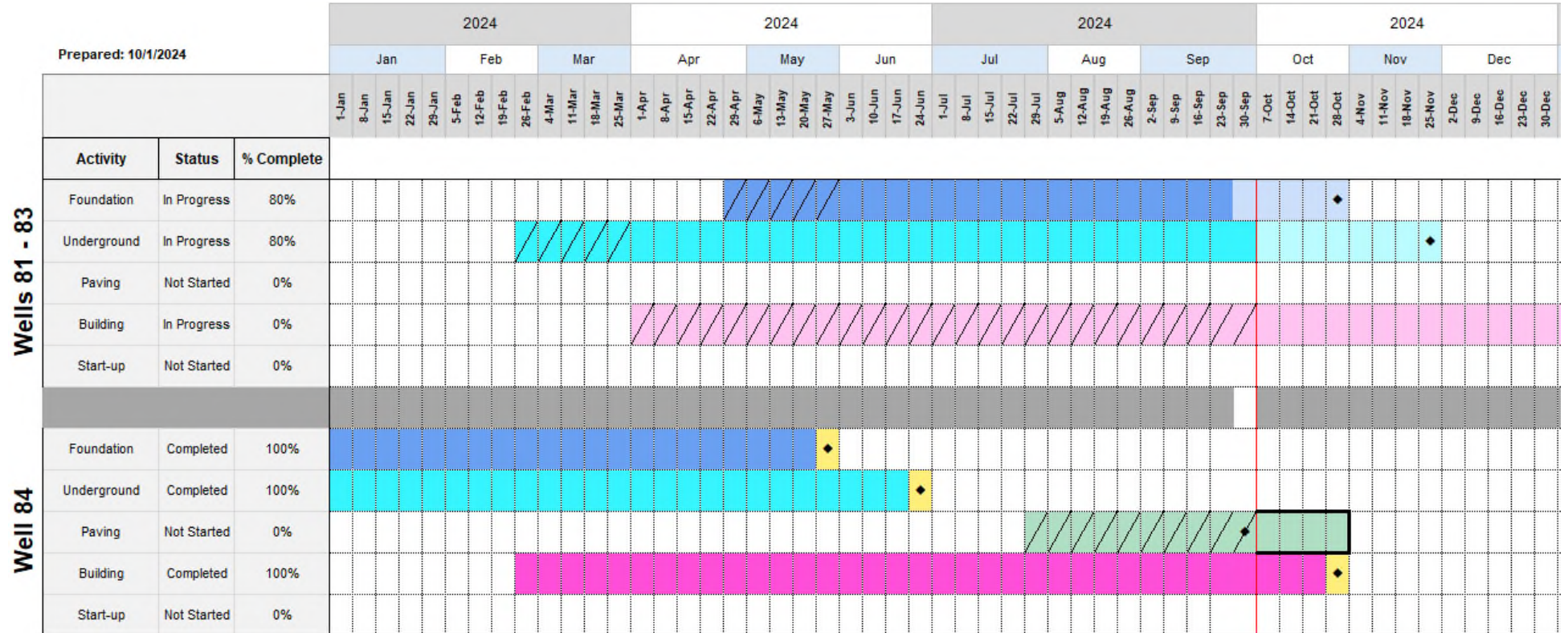
Wells 81, 82, and 83

- Foundation On-track – Waiting on final electrical equipment submittal approval to complete building slab. No anticipated impact on meeting original milestone date.
- Underground On-track – Waiting on SIPs approval for some right-of-way work (water main tie-in, and storm drain tie-in).
- Paving On-track
- Building On-track – Waiting on final electrical submittals to terminate conduits in electrical room floor to allow for slab pour followed by CMU walls.

Well 84

- Foundation Completed ahead of schedule.
- Underground Complete – Waterlines that were contracted in the original GMP were installed on schedule. District-requested second waterline to provide connection with the transmission main located in Antelope Road is now scheduled be completed in November due to material delay for tapping valve.
- Paving On-track – Site paving activities are anticipated to be completed by end of October.
- Building Completed ahead of schedule.

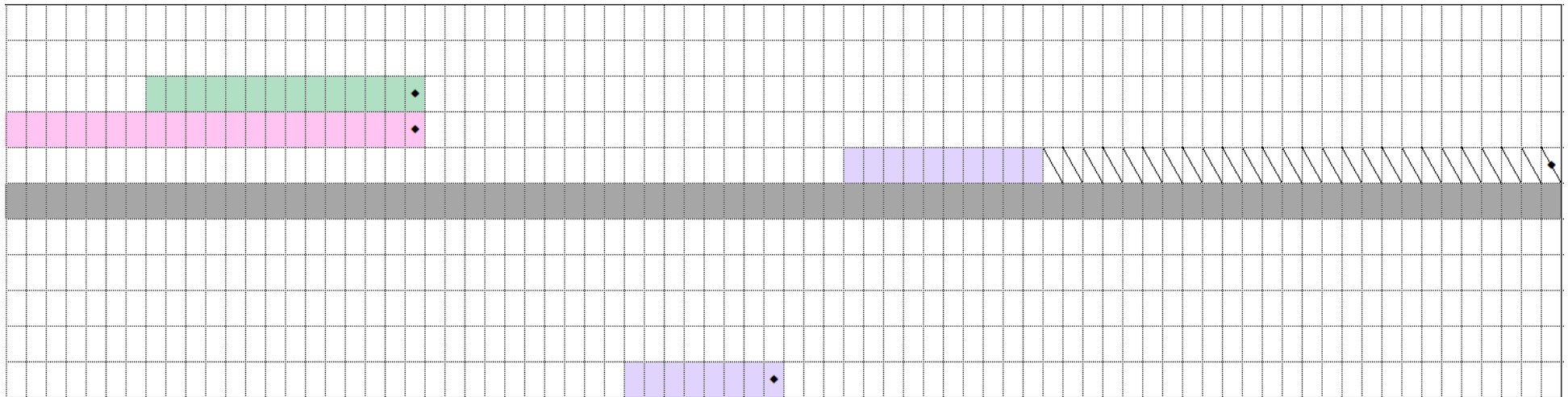
Progressive Design-Build Projects Milestone Progress



continued on next page

Progressive Design-Build Projects Milestone Progress (continued)

2025						2025						2025						2025						2026						2026																																															
Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec			Jan			Feb			Mar			Apr			May			Jun																										
6-Jan	13-Jan	20-Jan	27-Jan	3-Feb	10-Feb	17-Feb	24-Feb	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr	5-May	12-May	19-May	26-May	2-Jun	9-Jun	16-Jun	23-Jun	30-Jun	7-Jul	14-Jul	21-Jul	28-Jul	4-Aug	11-Aug	18-Aug	25-Aug	1-Sep	8-Sep	15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	27-Oct	3-Nov	10-Nov	17-Nov	24-Nov	1-Dec	8-Dec	15-Dec	22-Dec	29-Dec	5-Jan	12-Jan	19-Jan	26-Jan	2-Feb	9-Feb	16-Feb	23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	30-Mar	6-Apr	13-Apr	20-Apr	27-Apr	4-May	11-May	18-May	25-May	1-Jun	8-Jun	15-Jun	22-Jun	29-Jun



Notes:

- Diamonds (◆) represent completion period (Milestones) of the original schedule.
- Forward-Hatching (////) represents an Activity was started after the beginning of the window (relative to the original schedule).
- Backward-Hatching (\\\\\\) represents a shortening of an Activity window's end period (relative to the original schedule).
- Bold outline indicates an extension of an Activity window end period (relative to the original schedule).
- Yellow fill indicates a complete Activity.

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	
MBP Dudley Peacekeeper Main Replacement	2025	2026	No Change
MBP Dudley Dudley Main Replacement	December 2024	2025	No Change

B. PLANNING DOCUMENTS

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

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

Plan	Last Update	Next Update	Comment
Buildings and Structures AMP	2020	2026	
Distribution Main AMP	2019	2025	In progress
Fleet AMP	2020	2025	
Groundwater Well AMP	2020	2026	
Meter AMP	2023	2028	
Reservoir and Booster Pump Station AMP	2011	2025	Note 1
SCADA AMP	2021	2026	
Transmission Main AMP	2020	2026	Note 2
Water System MP	2017	2025	Note 3
Urban Water Management Plan	2021	2026	Note 4

Note 1. Update planned to be initiated in CY2025.

Note 2. Update planned to be initiated in CY2026 as recommended in AMP.

Note 3. Update planned to be initiated in CY2025.

Note 4. Update planned to be initiated in CY2025 to meet 2026 State deadline.

C. OTHER PROJECTS

None.



Agenda Item: 17

Date: October 21, 2024

Subject: Financial Report

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

Summary:

This staff report contains summarized information on Sacramento Suburban Water District’s (District) financial condition for the period ended August 31, 2024.

- Financial Statements – August 2024
- Budget to Actual Reports – August 2024

Financial Statements

Financial Statement Highlights – August 2024

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

	Statement of Net Position		
	Year-To-Date	Year-To-Date	Variance
	8/31/2024	8/31/2023	
LIQUIDITY	\$18,535,434.40	\$15,759,667.76	\$2,775,766.64
CUSTOMER RECEIVABLES	7,832,844.39	5,044,585.51	2,788,258.88
INVESTMENT	36,243,910.22	36,827,975.83	(584,065.61)
CAPITAL ASSETS	339,119,292.47	328,979,717.23	10,139,575.24
DEBT	48,692,210.34	54,390,193.22	(5,697,982.88)
NET POSITION	343,021,384.21	312,188,037.51	30,833,346.70

Key information from this table indicates that combined the District’s cash balance is \$2.8 million more, receivables are \$2.8 million more, and investments are \$0.6 million less than on August 31, 2023; long-term debt has decreased by \$5.7 million; and net position has increased by \$30.8 million in the last 12 months as the District continues to invest in capital infrastructure replacements while decreasing its outstanding debt. Starting January 1, 2024, all accounts are billed on or around the 5th day of the month for the previous month instead of billing four billing cycles throughout the month. Previously, one billing cycle was billed in the following month. The increase in receivables is mostly related to the new monthly billing method (\$5.2 million), an increase in delinquent balances related to not locking off customer accounts (\$1.4 million) and the

outstanding direct levy balance (\$0.9million). Investments are lower because of not reinvesting matured securities and holding in cash reserves (approximately \$3.5 million).

Statements of Revenues, Expenses and Changes in Net Position

	Year-To-Date	Year-To-Date	Variance
	8/31/2024	8/31/2023	
Operating Revenue	\$37,318,415.68	\$34,161,788.37	\$3,156,627.31
Operating Expense	(16,402,989.64)	(15,886,738.36)	(516,251.28)
Other, Net	(2,112,197.76)	(8,543,358.38)	6,431,160.62
NET INCOME	18,803,228.28	9,731,691.63	9,071,536.65

Operating revenues increased \$3.2million, operating expenses increased \$0.5 million and other, net expenses decreased \$6.4 million, year to date compared to the same period a year ago. Increase in operating revenues primarily due to 7.3% increase in water consumption as of August, the 3% rate increase that occurred on January 1 of this year, and the change in monthly billing method. The year-over-year operating expense increase of \$0.3 million is primarily due to the following: 1) increased PCWA surface water purchases (units and cost) over last year (\$0.3 million), 2) increase in pumping costs from last year (\$0.3 million), 3) decrease in transmission and distribution expenses (\$0.6 million), 4) increase in administrative and general expenses (\$0.4 million). Other, net expenses decreased \$6.4 million net from 2023 primarily related to an increase of 4.2 million in capital grant revenues, \$1.8 million capacity fees, and \$0.5 million decrease from developer contributions from the previous year.

Budgets:

Budget Item	Actual Amount YTD	Adjusted Budget Amount YTD	Variance YTD
Revenues and Sources of Funds	44,705,271	40,642,017	4,063,254
Operations and Maintenance	16,402,990	17,770,919	(1,367,930)
Capital Expenditures *	9,836,493	21,784,963	(11,948,470)
Debt Service - Interest	1,322,661	1,323,333	(672)

*Capital budget includes rollover budget from previous years.

The District’s revenues through August 2024 are more than the approved budget by \$4.1 million primarily related to a combination of change in monthly billing method as explained above, increases in water consumption and capacity fees year-to-date over what was budgeted, higher investment interest income due to returns being higher than budgeted, and a small increase in other miscellaneous income.

The District’s operating expenditures as of August 31, 2024, came in less than the approved budget by \$1.4 million. Most of this positive variance is due to timing differences and is forecasted to decrease by years’ end.

The District’s Capital Improvement Program (CIP) budget for 2024 is \$25.4 million plus \$3.5 million in rollover funds from previous years’ budgets for a total of \$28.9 million. As of August 31, 2024, \$9.3 million has been spent while an additional \$13.8 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 August 31, 2024, \$0.5 million has been spent while an additional \$1.2 million is under commitment.

Scheduled 2024 principal payments of \$5.0 million are not due until the end of October 2024. Total outstanding debt as of August 31, 2024, is \$48.9 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. Financial Statements – August 31, 2024
2. Budget to Actual Reports – August 31, 2024

Financial Statements
August 31, 2024

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

	As Of		
		<u>Month End</u>	<u>Month End</u>
		<u>8/31/2024</u>	<u>8/31/2023</u>
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		\$18,520,013.29	\$15,759,640.94
Restricted Cash and cash equivalents		15,421.11	26.82
Accounts receivable, net of allowance for uncollectible accounts		7,832,844.39	5,044,585.51
Interest receivable		196,651.61	131,597.27
Grants receivables		8,244,993.47	
Inventory		1,022,155.19	947,035.61
Prepaid expenses and other assets		1,864,034.78	1,982,879.65
TOTAL CURRENT ASSETS		37,696,113.84	23,865,765.80
NONCURRENT ASSETS			
Investments		36,243,910.22	36,827,975.83
TOTAL NONCURRENT ASSETS		36,243,910.22	36,827,975.83
Property, plant and equipment		585,220,885.75	562,226,607.43
Accumulated depreciation		(246,101,593.28)	(233,246,890.20)
TOTAL CAPITAL ASSETS		339,119,292.47	328,979,717.23
TOTAL ASSETS		413,059,316.53	389,673,458.86
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on long-term debt refunding		2,531,954.67	3,490,433.07
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		422,807,868.07	400,288,565.80
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		1,320,150.50	1,529,583.07
Accrued interest		661,330.70	694,964.03
Deferred revenue and other liabilities		1,611,439.80	4,239,829.68
Accrued expenses		1,168,256.85	1,540,199.14
TOTAL CURRENT LIABILITIES		10,971,177.85	13,914,575.92
NONCURRENT LIABILITIES			
Long-term debt		43,682,210.34	49,480,193.22
Compensated absences		64,141.67	279,554.15
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		66,163,711.01	70,754,290.37
TOTAL LIABILITIES		77,134,888.86	84,668,866.29
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		289,215,352.54	270,541,612.06
Restricted		15,624.14	2,358.84
Unrestricted		53,790,407.53	41,644,066.61
TOTAL NET POSITION		343,021,384.21	312,188,037.51
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		422,807,868.07	400,288,565.80

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

	<u>Year-To-Date</u> <u>8/31/2024</u>	<u>Year-To-Date</u> <u>8/31/2023</u>
OPERATING REVENUES		
Water consumption sales	\$ 10,978,810.85	\$ 9,784,415.13
Water service charge	24,820,314.72	23,446,182.90
Wheeling water charge	701,278.73	283,426.05
Other charges for services	818,011.38	647,764.29
TOTAL OPERATING REVENUES	37,318,415.68	34,161,788.37
OPERATING EXPENSES		
Source of supply	2,759,249.99	2,465,567.34
Pumping	3,491,640.19	3,214,198.58
Transmission and distribution	2,783,321.36	3,361,210.87
Water conservation	450,973.13	498,407.64
Customer accounts	1,194,127.74	1,040,920.70
Administrative and general	5,723,677.23	5,306,433.23
TOTAL OPERATING EXPENSES	16,402,989.64	15,886,738.36
Operating income before depreciation	20,915,426.04	18,275,050.01
Depreciation and amortization	(8,996,547.16)	(9,157,351.15)
OPERATING INCOME	11,918,878.88	9,117,698.86
NON-OPERATING REV. (EXP.)		
Rental income	192,201.14	212,485.45
Interest and investment income	1,528,292.06	923,919.00
Interest expense and debt related costs	(1,436,325.04)	(1,503,591.68)
Other non-operating revenues	113,429.80	65,584.21
Other non-operating expenses	(109.91)	(20,746.79)
Gain(loss) on disposal of capital assets	110,796.05	
NON-OPERATING REV. (EXP.)	508,284.10	(322,349.81)
NET INCOME (LOSS) BEFORE CAPITAL	12,427,162.98	8,795,349.05
CAPITAL CONTRIBUTIONS		
Capacity fees	2,168,259.00	390,388.00
Developer contributions		545,954.58
Federal, state and local capital grants	4,207,806.30	
TOTAL CAPITAL CONTRIBUTIONS	6,376,065.30	936,342.58
CHANGE IN NET POSITION	18,803,228.28	9,731,691.63
Net position at beginning of year	324,218,155.93	302,456,345.88
NET POSITION AT END OF PERIOD	\$ 343,021,384.21	\$ 312,188,037.51

**Budget to Actual Reports
August 31, 2024**

Sacramento Suburban Water District
Budget to Actual As Of
Period Ended

	8/31/2024 - YTD			2024
	Actual	Budget	Variance	Annual Budget
REVENUES				
Water consumption sales	\$10,978,810.85	\$10,078,000.00	\$900,810.85	\$16,582,000.00
Water service charge	24,820,314.72	24,754,666.64	65,648.08	37,132,000.00
Wheeling water charge	701,278.73	250,000.00	451,278.73	375,000.00
Other charges for services	818,011.38	623,750.00	194,261.38	993,000.00
Capacity fees	2,168,259.00	250,000.00	1,918,259.00	1,000,000.00
Interest and investment income	707,607.70	352,000.00	355,607.70	530,000.00
Rental & other income	303,182.09	133,600.00	169,582.09	200,000.00
Grant income	4,207,806.30	4,200,000.00	7,806.30	14,710,000.00
TOTAL REVENUES	44,705,270.77	40,642,016.64	4,063,254.13	71,522,000.00
EXPENSES				
Board of Directors	60,434.86	102,555.12	42,120.26	150,832.68
Administrative	1,891,885.27	1,909,782.64	17,897.37	2,803,219.96
Finance	839,875.18	909,142.24	69,267.06	1,361,285.19
Customer Services	987,790.24	1,020,084.40	32,294.16	1,612,226.60
Field Operations	337,047.99	405,469.36	68,421.37	608,206.16
Production	5,667,552.65	5,737,147.84	69,595.19	8,914,861.08
Environmental Compliance	583,337.53	672,293.23	88,955.70	1,100,784.96
Distribution	1,621,750.82	1,824,118.61	202,367.79	2,964,182.48
Field Services	824,522.55	1,042,555.47	218,032.92	1,697,285.01
Maintenance	521,983.84	524,879.76	2,895.92	787,319.64
Water Conservation	450,973.13	602,106.56	151,133.43	865,822.84
Engineering	1,009,182.18	1,104,677.98	95,495.80	1,770,855.32
GIS/CAD	306,235.76	334,063.20	27,827.44	499,532.80
Human Resources	246,812.77	319,706.08	72,893.31	479,574.12
Information Technology	847,267.37	1,009,040.80	161,773.43	1,513,561.16
Community Outreach	206,337.50	253,296.00	46,958.50	376,450.00
TOTAL OPERATING EXPENSES	16,402,989.64	17,770,919.29	1,367,929.65	27,506,000.00

**Sacramento Suburban Water District
Capital Budget
8/31/2024**

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	\$4,549,000.00	\$414,274.29	\$4,963,274.29	\$503,212.28	\$1,835,585.56	\$1,447,703.48	\$1,679,985.25
CIP-SCADA/Communication Improv	-	\$300,000.00	\$156,976.56	\$456,976.56	-	\$112,234.18	\$258,551.08	\$86,191.30
CIP-Well New Construction	\$15,302,000.00	\$15,302,000.00	\$2,577,587.09	\$17,879,587.09	\$84,889.22	\$5,860,933.44	\$10,421,234.03	\$1,597,419.62
CIP-Trans & Dist Improvements	\$1,650,000.00	\$1,369,000.00	\$203,431.02	\$1,572,431.02	\$63,603.32	\$365,979.08	\$451,417.14	\$755,034.80
CIP-Reservoir/Tank Improv	\$980,000.00	\$980,000.00	\$101,983.63	\$1,081,983.63	\$100,977.74	\$301,471.76	\$240,395.81	\$540,116.06
CIP-Corrosion Control	\$120,000.00	\$120,000.00	-	\$120,000.00	-	-	\$59,650.00	\$60,350.00
CIP-Valve/Hydrant/Service Repl	\$700,000.00	\$670,650.00	-	\$670,650.00	\$16,550.00	\$317,599.99	\$129,423.00	\$223,627.01
CIP-Large Meter Replacement	\$85,000.00	\$162,000.00	-	\$162,000.00	-	\$49,396.00	\$111,193.00	\$1,411.00
CIP-Meter Replacement PM	\$300,000.00	\$300,000.00	-	\$300,000.00	\$67,881.60	\$202,111.30	\$2,049.35	\$95,839.35
CIP-Special Projects	\$95,000.00	\$123,000.00	\$778.81	\$123,778.81	-	\$34,812.00	\$66,181.57	\$22,785.24
CIP-Water Related Street Imprv	\$1,500,000.00	\$1,500,000.00	-	\$1,500,000.00	\$5,785.00	\$255,214.40	\$639,894.88	\$604,890.72
CIP Subtotal	\$25,455,000.00	\$25,375,650.00	\$3,455,031.40	\$28,830,681.40	\$842,899.16	\$9,335,337.71	\$13,827,693.34	\$5,667,650.35
OCP - Equipment	-	\$7,700.00	-	\$7,700.00	-	\$7,652.13	-	\$47.87
OCP - Fleet & Facilities	\$60,000.00	\$75,000.00	\$17,000.00	\$92,000.00	-	\$67,102.37	\$0.05	\$24,897.58
OCP - Information Technology	\$1,487,000.00	\$1,187,000.00	\$7,910.50	\$1,194,910.50	\$17,053.51	\$31,822.55	\$65,237.97	\$1,097,849.98
OCP - Maintenance	\$606,000.00	\$563,075.00	\$130,000.00	\$693,075.00	\$27,125.00	\$115,493.50	\$301,460.87	\$276,120.63
OCP - Operations	\$902,000.00	\$1,199,575.00	\$217,731.33	\$1,417,306.33	\$32,248.51	\$259,169.86	\$439,040.44	\$719,096.03
OCP - Property Acquisition	-	\$102,000.00	\$339,771.03	\$441,771.03	\$3,504.00	\$19,914.44	\$349,090.09	\$72,766.50
OCB Subtotal	\$3,055,000.00	\$3,134,350.00	\$712,412.86	\$3,846,762.86	\$79,931.02	\$501,154.85	\$1,154,829.42	\$2,190,778.59
Total	\$28,510,000.00	\$28,510,000.00	\$4,167,444.26	\$32,677,444.26	\$922,830.18	\$9,836,492.56	\$14,982,522.76	\$7,858,428.94



Agenda Item: 18

Date: October 21, 2024

Subject: Operations Report

Staff Contact: Michael Simi, 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. In addition, this report shows the hours of work performed in the Del Paso Manor Water District service area.

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.

1. Water Operations Monthly Activity Report

	September 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	124	141	1265	6490	1298	97%
Fire Hydrant Valves Inspected	112	126	1132	5869	1174	96%
Mainline Valves Inspected	208	199	1793	11255	2251	80%
Blow Off Valves Inspected	13	18	160	1049	210	76%
ARV/CARV Inspected	35	7	65	283	57	115%
Preventive Maintenance Program - Meters						
Meters Tested (3 - 10 inch)	-	14	123	450	120	103%
Meters Replaced (⁶ / ₈ - 1 inch)	219	107	960	41167	1125 ¹	85%
Meter Re-Builds (1 ¹ / ₂ - 2 inch)	-	27	244	2449	245	99.6%
AMI Collectors Inspected	-	1	9	9	9	100%
Preventive Maintenance Program - Production						
Air Release Valves	-	4	32	96	32	100%
Chemical Systems - Sodium Hypochlorite	5	7	65	71	71	92%
Chemical Systems - Hydrofluorosilicic Acid	8	2	22	30	30	73%
Generator Inspection & Maintenance	19	2	19	23	23	83%
Generator Load Bank Testing	-	-	-	23	10	0%
Generator Battery Replacement	6	1	6	23	6	100%
Hydraulic Control Valves	-	5	49	49	49	100%
Level Transducers	2	2	18	35	35	51%
Motors (Vertical Turbine)	-	9	82	82	82	100%
Pressure Transducers	14	11	95	95	95	100%
Sumps and Associated Pumps	-	2	19	19	19	100%
	September 2024	Monthly Average	YTD Completed	Total With GPS	Total Assets	Percentage Completed
Global Positioning System						
GPS Coordinates Marked	275	1004	9032	25945	84541	31%

	September 2024	Monthly Average CY 2024	Total CY 2024
Service Requests			
Main Leaks	2	3	25
Service Line Leaks	4	4	40
Customer Pressure Inquiries	10	11	99
Water Main Shutdown			
-- Unscheduled	1	3	24
-- Scheduled	1	5	46
After Hours Activity (On-Call Technician)			
Calls Received Distribution	52	46	410
Calls Responded Distribution	33	31	281
Calls Received Production	65	46	411
Calls Responded Production	2	3	24
Water Quality			
Complaints	1	1	12
Taste & Odor Complaints	-	0	3
Del Paso Manor Water District			
Normal Business Hours	86	97	193
After Hours Calls (On-Call Technician)	2	5	9
Overtime Hours	4	9	17

¹Goal was updated to show actual 2024 goal.

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/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 September.



Agenda Item: 19

Date: October 21, 2024

Subject: Customer Service Report

Staff Contact: Julie Nemitz, Customer Services Manager

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

1. Customer Service Monthly Activity Report

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

2. Community Outreach Report

This provides a copy of the monthly bill insert.

1. Customer Service Monthly Activity Report

Customer Service Phone calls:

	Total Calls	Calls Abandoned	% of Calls Abandoned	Avg. Wait on Queue	Max. Wait on Queue	Avg. Talk Time
September	1506	18	1.20%	19s	6m, 52s	2m, 35s
August	1761	27	1.53%	18s	6m, 37s	2m, 48s
July	1906	15	0.79%	23s	6m, 59s	2m, 47s
June	1614	19	1.18%	18s	6m, 29s	2m, 47s
May	1710	17	0.99%	13s	6m, 43s	2m, 57s
April	1588	10	0.63%	13s	3m, 39s	2m, 51s

2. Community Outreach Report

Bill Insert

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

00293675



H₂O on the GO

November 2024



Prop 218 Water Rate Adjustment Hearing Update

Please visit sswd.org to learn the results of the October 14th public hearing and to review the 2024 Comprehensive Rate Study (Study).

The Study reviewed SSWD's finances and recommended a series of rate adjustments to address inflation, rising costs, and future investments in infrastructure. While SSWD's finances were well-balanced at the time of the study, it advised annual rate increases to ensure continued reliability and support for necessary infrastructure improvement/replacement.

The proposed rate adjustments were:

- ▶ 5% in 2025 and 2026
- ▶ 4% annually from 2027 to 2029

Working Behind the Scenes | More Than Just Water

Sacramento Suburban Water District (SSWD) strives to always provide high-quality water whenever you turn on the tap. Though this primarily means pumping, treating, and delivering water, it also involves a host of other services and activities.

One of these activities is focused on promoting water efficiency through SSWD's Water-Wise House Calls (WWHC), Leak Investigations, and Rebates. SSWD customer Pamela recently set up a WWHC to get help in adjusting her sprinkler system. During the WWHC, Water Conservation Technician II, Vicki noticed some of the sprinklers were out of alignment. Vicki adjusted the sprinklers and showed Pamela how to make similar adjustments. Vicki also checked the programming of the sprinkler controller and walked Pamela through the process of programming it.

"I asked Pamela to program the sprinkler controller while I stood beside her to assist where needed. I find it easier to teach customers how to

See Behind the Scenes | page 2

SSWD Holiday Hours

It's that magical time of year again when family and friends gather to celebrate the holidays and give thanks. SSWD's holiday closures are listed below. Please note you will still be able to make payments online at sswd.org.

SSWD Holiday Closures

SSWD will be closed on the following dates in November and December:

Thursday, November 28th
Thanksgiving Day

Friday, November 29th
Friday after Thanksgiving

Tuesday, December 24th
Christmas Eve Day

Wednesday, December 25th
Christmas Day

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.





Behind the Scenes | from page 1

program the controller functions when the customer is the one doing the programming,” Vicki said. “They touch the controller and get familiar with it. Even if they forget what we did, it won’t be as intimidating the next time, and the controller instructions make more sense.”

Vicki then told Pamela about all of the available rebates that could help her use water more efficiently and left her with a goody bag filled with water-efficient fixtures.

Customer Services Manager Nemitz Honored with a Women Who SPARK Award

This past September, SSWD Customer Services Manager, Julie Nemitz, was honored with a Women Who SPARK Award by the Utility 2030 Collaborative (U2030) at their annual SPARK Meeting in Nashville.

The SPARK Award celebrates the achievements of women who are driving transformation in utility companies. Ms. Nemitz was honored for the innovations she has brought to SSWD’s billing and payment system, including implementing a direct levy process for delinquent bills and spearheading the adoption of a new bill payment system.

These changes have improved the overall efficiency of the Customer Services and Field Operations Departments, reduced incoming phone calls regarding bill payment issues, and enhanced the bill-paying experience for SSWD customers.

Ms. Nemitz was also recognized for her mentorship and leadership in the Customer Services Department, including her creation of a Senior Customer Service Representative position, which provides a needed career path within the department.



Combination Exploration with Del Paso Manor Water District

On Wednesday, November 13th, the Board of Directors of SSWD and Del Paso Manor Water District will hold a Joint Board Meeting to continue to discuss the possibility of combining the two water districts. The meeting will occur at 6:00 p.m. in the SSWD Boardroom at 3701 Marconi Avenue.

Please visit <https://www.sswd.org/about/dpmwd-sswd-2x2-committee> to read frequently asked questions and learn the latest developments in these discussions.

Inquiring Minds | Can SSWD Recommend a Contractor to Help With My Home?

While SSWD can’t directly recommend specific contractors, plumbers, or handypersons, we’re here to help with our WWHC and Leak Investigations!

Contact Customer Service at 916.972.7171 to schedule your WWHC and Leak Investigation today.

SSWD 2025 Calendar Magnets

Starting next month, SSWD’s latest and greatest calendar magnets will be available for pick up at the District Office at 3701 Marconi Avenue.

They’re a great way to stay updated on the days the SSWD office will be open and look fantastic on any fridge.





Agenda Item: 20

Date: October 21, 2024

Subject: Upcoming Water Industry Meetings/Conferences

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

The Sacramento Suburban Water District Board of Directors 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. RWA Board Meeting
November 14, 2024
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
2. 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:

3. AWWA Fall Conference
October 21-24, 2024
Reno, NV
<https://ca-nv-awwa.org/canv/events>
4. ACWA 2024 Fall Conference & Exhibition
December 3-5, 2024
Palm Desert, CA
<https://www.acwa.com/events/page/3/>

Upcoming Water Industry Meetings/Conferences

October 21, 2024

Page 2 of 2

5. ACWA 2025 Spring Conference & Exhibition
May 13-15, 2025
Monterey, CA
<https://www.acwa.com/events/page/2/>
6. ACWA 2025 Fall Conference & Exhibition
December 2-4, 2025
San Diego, CA
<https://www.acwa.com/events/page/2/>

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 Tuesday 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.



Agenda Item: 21. a.

Date: October 21, 2024

Subject: Upcoming Policy Review – Capacity Fee Setting Policy (PL – Fin 010)

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

Capacity Fee Setting Policy (PL – Fin 010) (Policy) is scheduled for its periodic review. The Policy was adopted by the Board on September 15, 2014, and was last reviewed by the Board on November 20, 2023, with changes.

The Policy is scheduled for Board review and approval at the November 18, 2024, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by October 28, 2024. If no comment is received, this Policy will be placed as a Consent Item on the November 18, 2024, regular Board meeting agenda.

The purpose of this Policy is to establish how the District will establish and approve Capacity Fees.

Staff have reviewed the Policy and are not recommending any changes.

This Policy update was reviewed by legal counsel.

In addition, at the September 18, 2023, regular Board meeting, the Board approved an updated Policy Review Schedule (Schedule), which provides an opportunity for staff to recommend a different review period for policies when they are brought forward for Board review than what is listed on the Schedule. The Capacity Fee Setting Policy is currently listed for review every year on the Schedule and does require legal review. Staff is recommending that the review period be updated to every five (5) years to coincide with scheduled rate studies that include an update to the capacity fee calculation methodology. As the District does not perform rate studies on an annual basis, reviews would best be performed just prior to a rate or fee and charges study.

If the Board approves of the updated review period of five (5) years, the Policy and the Schedule will be updated to reflect this change.

A clean version of the Policy is attached to this report for reference (Attachment 1).

Fiscal Impact:

There is no fiscal impact.

Upcoming Policy Review – Capacity Fee Setting Policy (PL – Fin 010)

October 21, 2024

Page 2 of 2

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachment:

- 1) Capacity Fee Setting Policy PL – Fin 010 – clean

Sacramento Suburban Water District

Capacity Fee Setting Policy

Adopted: September 15, 2014

Ratified without Changes: November 18, 2024

100.00 Purpose of the Policy

The purpose of this policy is to establish how the District will establish and approve Capacity Fees. Capacity Fees provide the means of balancing the District's cost requirements for new infrastructure between existing customers and new customers. A portion of the costs of buying into existing infrastructure that will provide service (capacity) to new customers is included in the District's Capacity Fees. In contrast, the District has future capital improvement projects that are related to renewal and replacement of existing infrastructure. These infrastructure costs are typically included within the rates charged to the District's customers, and are not included in the Capacity Fees. By establishing cost-based Capacity Fees, the District will continue its policy of having "growth pay for growth" and existing District customers, for the most part, be sheltered from the financial impacts of growth. The establishment of Capacity Fees will include consideration of the following:

- A. Growth-Related Capital Projects – Within the District's capital improvement plans and rate studies, growth-related capital projects will be clearly identified.
- B. Growth Related Capital – The District's intent is for the cost of growth-related assets to be paid for by the use of Capacity Fees. In other words, growth should pay for growth, and existing customers should be sheltered from the costs of serving growth.
- C. Use of Capacity Fee Proceeds – Capacity Fee revenues will only be used for two purposes – to pay for growth-related debt service or to directly pay for growth-related capital improvements.
- D. Limitation on the Use of Capacity Fees to Pay Debt Service – The use of Capacity Fee revenues to pay for growth-related debt service will be limited in any year, for planning and rate setting purposes, to fifty percent (50%) of the annual Capacity Fee revenue projected to be collected. If growth and the corresponding Capacity Fee revenue is less than projected, the District should still have sufficient Capacity Fee revenue to make the annual debt service payments associated with the growth-related capital projects.

200.00 Policy

Capacity Fees are intended to reflect the cost of growth and capacity expansion to serve new customers and additional capacity requirements. Capacity Fees are a common method of assessing the cost of expansion and its additional capacity requirements. In

establishing Capacity Fees, and in concert with Regulation No. 7, “New or Additional Service Connections”, the following will be considered:

- A. Meeting Legal Requirements – Capacity Fees will be established and administered to comply with applicable legal requirements.
- B. Methodologies – Capacity Fees will be established using “generally accepted” methodologies and will include a debt service credit to fairly account for the method of financing used for growth and expansion projects.
- C. Determination of Cost-Basis – As appropriate, Capacity Fees will be calculated to determine the cost-based levels for new customers seeking connections to the District’s water system.
- D. Establishing Final Capacity Fees – The Board will establish the final Capacity Fees, taking into consideration the cost-based levels of the charges and the Board’s policy as it relates to the sharing of growth-related costs between existing ratepayers and new customers connecting to the water system. At no time will the Board establish or adopt Capacity Fees greater than the calculated cost-based Capacity Fees except as permitted under Government Code section 66013.
- E. Adjustments – In accordance with Regulation No. 7, section H. 5 - Capacity Fees will be adjusted annually utilizing the model used in the most recent capacity fee study. Further, “a comprehensive review and update of the Capacity Fee methodology shall occur at least every five years.”
- F. Master Plan and Capacity Fees – Every three to five years, or whenever the Water System Master Plan is updated, the Capacity Fees will be updated to reflect the changes in planning, infrastructure, and capital financing.

300.00 Capacity Fee Consideration and Approval Process

California Government Code sections 66013 and 66016 require that new or updated Capacity Fees or similar charges be properly noticed. Under section 66016, the District must agendaize consideration of the proposed new or increased fees on the agenda of at least one regular Board meeting and permit the public to present oral or written comments on the proposal. In addition, the District must mail written notice of the meeting at which the matter will be heard, including a “general explanation of the matter to be considered, and a statement that the data required by this section is available”, at least 14 days before the meeting to all parties that have filed a written request with the District for mailed notice of meetings at which new or increased fees and charges will be considered (any such request is valid for one year from the date on which it is filed and any renewal request must be filed by April 1 of the following year).

Also, the District must make publicly available the capacity fee study and any related data at least 14 days before the meeting at which a proposal to adjust Capacity Fees will be considered. If the Board proposes to adopt the proposed Capacity Fees, with or without change, the Board may take that action only by ordinance or resolution. A formal public hearing on the issue is not required.

400.00 Authority

The General Manager and District Treasurer are responsible for compliance with this policy and regular reporting of the District's financial status, including the Capacity Fees accounting required under Government Code section 66013, subdivisions (c) through (f). Board oversight will be accomplished through regular reporting of financial status and review of this Policy.

500.00 Policy Review

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



Agenda Item: 21. b.

Date: October 21, 2024

Subject: Upcoming Policy Review – Debt Management Policy (PL – Fin 011)

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

Debt Management Policy (PL – Fin 011) (Policy) is scheduled for its periodic review. The Policy was adopted by the Board on September 15, 2014, and was last reviewed by the Board on November 20, 2023, with changes.

The Policy is scheduled for Board review and approval at the November 18, 2024, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by October 28, 2024. If no comment is received, this Policy will be placed as a Consent Item on the November 18, 2024, regular Board meeting agenda.

This Policy sets forth comprehensive guidelines for the financing of capital expenditures.

Staff have reviewed the Policy and are not recommending any changes.

This Policy update was reviewed by legal counsel.

In addition, at the September 18, 2023, regular Board meeting, the Board approved an updated Policy Review Schedule (Schedule), which provides an opportunity for staff to recommend a different review period for policies when they are brought forward for Board review than what is listed on the Schedule. The Debt Management Policy is currently listed for review every year on the Schedule and does not require legal review. Staff is recommending that the review period be updated to every two (2) years as the rationale for when and how to use debt to finance capital expenditures should not change very frequently.

If the Board approves of the updated review period of two (2) years, the Policy and the Schedule will be updated to reflect this change.

A clean version of the Policy is attached to this report for reference (Attachment 1).

Fiscal Impact:

There is no fiscal impact.

Upcoming Policy Review – Debt Management Policy (PL – Fin 011)

October 21, 2024

Page 2 of 2

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachment:

- 1) Debt Management Policy PL – Fin 011 – clean

Sacramento Suburban Water District

Debt Management Policy

Adopted: September 15, 2014
Ratified without changes: November 18, 2024

100.00 Purpose of the Policy

This policy sets forth comprehensive guidelines for the financing of capital expenditures. It is the objective of this policy that – 1) the District obtain financing when necessary, 2) the process for identifying the timing and amount of debt or other financing be as efficient as possible, 3) the most favorable interest rate and issuance costs be obtained, and 4) when appropriate, future financial flexibility be maintained.

200.00 Policy

The issuance of long-term debt is a valuable funding resource for the District. Used appropriately and prudently, long-term debt can minimize the District’s water system charges and rates over time.

To minimize dependency on debt financing for capital projects, annual renewal and replacement capital projects will be adequately funded from rates. Funding levels for capital investments will be sufficient to meet capital improvement projections needed as outlined in the current Asset Management Plans and/or Water System Master Plan. Long-term debt will be considered only for large capital improvement projects or greater than normal capital plans. The District will be managed to at least meet, and potentially exceed, the minimum and target Debt Service Coverage (DSC) requirements as imposed by bond covenants. The District will not issue long-term debt to support operating costs.

- A. Use of Long-Term Debt as a Funding Mechanism – Use of long-term debt will be minimized. The District may consider the use of long-term debt financing when it appears that a capital project, or other expenditures as deemed appropriate by the Board, is of such a magnitude that it will negatively impact the District’s rates in the short-term. The benefit of long-term debt financing is that it will spread the costs of the capital asset over a longer period of time and will, therefore, approximate the useful life of the asset, and over time, charge those customers that benefit from that asset more equitably.
- B. Types of Long-Term Debt – The District will strive to utilize the type of debt that has the lowest costs, while not imposing any burdensome covenants or reporting requirements.
- C. Legal Covenants – The District will manage the water District to meet all bond covenants associated with the long-term debt. Bond covenants are legal obligations of the District.

- D. Debt Service Coverage Covenants – Long-term debt issuances typically contain legal covenants regarding DSC. A DSC ratio is an important financial measure of the District’s ability to repay the outstanding debt obligation, and is reviewed for adequacy by banks and rating agencies. Generically, the DSC ratio is the District’s net operating income divided by the total annual debt service payment. For financial planning purposes, the targeted annual DSC ratio will be greater than or equal to 1.85 on all outstanding debt that carries such a covenant.
- E. Reporting Standards – The District will fully adhere to all applicable Government Accounting Standards Board (GASB) requirements and recognized best practices for the accounting treatment and disclosure of debt obligation transactions in its audited financial statements and other relevant publications.
- F. Revenue-Bonded Debt Capacity – The issuances of debt are supported by the revenues of the District. The ability of the District to fund and support revenue bonded debt will financially establish a debt level and capacity for revenue-bonded debt.

300.00 Conditions for Debt Issuance

When debt issuance is determined necessary, the District will assess the market conditions and timing for debt issuance to include issuing debt – 1) in times of favorable market conditions, 2) when Bond ratings would qualify District issuances to be investment grade, and 3) when revenues are sufficient to adequately cover expected debt service and issuance costs.

Bond credit enhancements will be considered when necessary for market acceptance and when costs are favorable to the District.

400.00 Conditions for Debt Refinancing

Debt refinancing (refunding) is an important debt management tool for the District. There are three key concepts that must be taken into consideration when evaluating a debt for refunding:

1. Financial and Policy Objectives
2. Financial Savings/Results of Financing
3. Bond Structure and Escrow Efficiency

Financial and Policy Objectives – The District may undertake a refinancing for a number of financial and/or policy objectives, including to achieve debt service savings, eliminate restrictive debt/legal covenants, restructure the stream of debt service payments, or to achieve other policy objectives. Although in most circumstances the District may undertake a refunding to obtain economic savings, it may refund an issue to restructure its debt portfolio in order to obtain budgetary/cash flow relief or to address exposure to other costs/liabilities and to extend the maturity.

Financial Savings/Results of Financing - The financial framework regarding the evaluation of refunding opportunities is to be developed and evaluated by the District Treasurer, typically to include the efforts of outside financial advisors. It is important to note that federal tax law typically permits an issuer to conduct one advance refunding over the life of a bond issue². As such, the District must take greater care

(i.e., require a higher savings threshold) when evaluating an advance refunding opportunity.

In certain circumstances, lower savings thresholds may be justified. For example, when an advance refunding is being conducted primarily for policy reasons (other than economic savings), interest rates are at historically low levels or the time remaining to maturity is limited, and as such, future opportunities to achieve greater savings are not likely to occur.

Bond Structure and Escrow Efficiency¹ – The District’s debt management practices should anticipate the potential for future refundings. When debt is issued, careful attention should be paid to the bond structure to address features that may affect flexibility in the future. To that end, upon debt issuance the District shall consider: optional redemption provisions, bond coupon characteristics giving up call rights for certain maturities in exchange for a lower interest rate on the bonds, call provisions that permit the redemption of bonds in any order of maturity or on any date, call provisions that permit the issuer to call bonds at the earliest date without incurring a significant interest-rate penalty, and coupons on callable bonds priced as close to par as possible at the time of original issue.

¹ Escrow Efficiency - The lower the cost of the escrow the more efficient the escrow. Also, in order to be efficient, escrow securities need to mature or pay interest when debt service payments of the refunded escrow are due.

² Current vs. Advance Refunding - There are two types of refundings, as defined by Federal Tax laws; a current refunding in which a refunding takes place (i.e., refunding bonds are sold) within 90 days of the optional call date, and an advance refunding in which refunding bonds are sold more than 90 days prior to the first call date. Federal tax law typically permits an issuer to conduct one advance refunding over the life of a bond issue.

500.00 Internal Controls

To ensure that proceeds of any debt issued in accordance with its governing documents and this Policy no disbursements shall be made without the approval of the General Manager or Assistant General Manager and Director of Finance and Administration. For CIP projects, the draw request shall be provided to the Director of Finance and Administration for budget approval by the project engineer with the consent of the District’s inspector. Draw request approval shall only be provided when the General Manager or Assistant General Manager is in receipt of the Director of Finance and Administration’s budgetary approval and an appropriate certification from the construction project manager with supporting invoices from suppliers and/or contractors evidencing appropriate expenses in connection with the project.

In the case of an issue of bonds, the proceeds of which will be used by a governmental entity other than the District, the District may rely upon a certification

by such other governmental entity that it has adopted the policies described in SB 1029.

600.00 Interest Rate Swaps

The incurring or carrying of variable-rate debt obligations by the District involves a variety of interest rate payments and other risks that interest rate swaps are available to offset, hedge, or reduce. It is the policy of the District to utilize such interest rate swaps to better manage its debt portfolio. The District will consider executing an interest rate swap transaction if it expects the swap transaction will result in any of the following:

- A. Reduce exposure to changes in interest rates on a financial transaction;
- B. Result in a significantly lower net cost of borrowing with respect to the District's debt consistent with an established target; or
- C. Manage variable interest rate exposure consistent with prudent debt practices and guidelines as approved by the Board.

Savings Target

Interest rate swaps will require a significant financial benefit or savings versus traditional fixed-rate debt. For an interest rate swap intended to produce the effect of a synthetic fixed rate transaction, the swap transaction must generate 5% or greater net present value savings compared to standard fixed-rate bonds which have the same optional redemption features.

Restrictions

The District will not enter into any swap transaction

- a) for speculative purposes.
- b) if the swap presents an extraordinary risk to the District's liquidity to terminate the agreement due to unforeseen events.
- c) if there is insufficient price transparency to allow for fair market valuation.

Provider Requirements

The transaction provider will have a credit rating of AA (or equivalent) or better from at least two nationally recognized credit rating agencies (at the time of agreement execution). The transaction provider will have a demonstrated record of successfully executing derivative transactions and have a minimum capitalization of \$2 billion.

Use of Independent Advisor

The District will use a professional advisor or designated swap representative ("Swap Advisor") to assist in the assessment, structuring, and pricing of proposed or existing interest rate swaps. The Swap Advisor will be a firm which:

- i. is a Municipal Advisor registered with the Securities and Exchange Commission;
- ii. has sufficient knowledge to evaluate the swap transaction and risks;
- iii. is not subject to a statutory disqualification;
- iv. is independent of the swap dealer or major swap participant;

- v. undertakes a duty to act in the best interests of the District;
- vi. provides appropriate and timely disclosures to the District; and
- vii. evaluates fair pricing and the appropriateness of the swap.

700.00 Authority

The General Manager and District Treasurer are responsible for adherence to this policy and regular reporting of the District's financial status. Board oversight will be accomplished through regular reporting of financial status and review of this Policy.

800.00 Policy Review

This policy shall be periodically reviewed by the Board of Directors in accordance with its established policy review schedule or before any new or refinance debt issuance is considered.



Agenda Item: 21. c.

Date: October 21, 2024

Subject: Upcoming Policy Review – Technology Maintenance, Security, Protection and Recovery Policy (PL – IT 004)

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

Technology Maintenance, Security, Protection and Recovery Policy (PL – IT 004) (Policy) is scheduled for its periodic review. The Policy was adopted by the Board on April 21, 2008, and was last reviewed by the Board on September 19, 2022, with changes.

The Policy is scheduled for Board review and approval at the November 18, 2024, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by October 28, 2024. If no comment is received, this Policy will be placed as a Consent Item on the November 18, 2024, regular Board meeting agenda.

The purpose of this Policy is to establish and ensure appropriate guidance for the maintenance, security, protection, and recovery of District electronic facilities including computers, servers, printers, scanners, software, Internet, Intranet, phones, copier/fax machines and all other technology-related devices and data.

Staff have reviewed the Policy and are not recommending any changes.

This Policy update was reviewed by legal counsel.

A clean version of the Policy is attached to this report for reference (Attachment 1).

Fiscal Impact:

There is no fiscal impact.

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachment:

- 1) Technology Maintenance, Security, Protection and Recovery Policy PL – IT 004 – clean

Sacramento Suburban Water District

Technology Maintenance, Security, Protection and Recovery Policy

Adopted: April 21, 2008
Ratified without Changes: November 18, 2024

100.00 Purpose of the Policy

The purpose of this policy is to establish and ensure appropriate guidance for the maintenance, security, protection, and recovery of District electronic facilities including computers, servers, printers, scanners, software, Internet, Intranet, phones, copier/fax machines and all other technology-related devices and data.

100.10 General

The District's goal is to conform to the "Best Practices" as contained in the "15 Cybersecurity Fundamentals for Water and Wastewater Utilities" as published by the Water Information Sharing and Analysis Center (WaterISAC). This policy contains several of the Best Practices recommended by WaterISAC. Additional Best Practices are contained in other various District Policies and Procedures. (WaterISAC #9)

200.00 Electronic Facilities Maintenance and Support

Prudent management practices dictate that the District will facilitate its maintenance and support of District electronic facilities through such means as the following:

1. Maintaining an electronic facilities inventory. (WaterISAC #1)
2. Investing in both staff and technology resources to ensure adequate support and maintenance of all District electronic facilities.
3. Maximizing system uniformity with standard configurations.
4. Sustaining District electronic facilities by periodic upgrades and replacements on a regular cycle.
5. Ensuring that District electronic facilities and their support resources are allocated to meet the needs of the District's strategic plans.

200.10 District Property

All District electronic facilities are the sole property of the District. All messages sent and received, including any personal messages, and all data and information stored on District electronic facilities are the District's property regardless of content.

All software acquired for or on behalf of the District or developed by District employees or contract personnel on behalf of the District is and shall be deemed District property.

200.20 Authorized Usage

Only authorized District staff or contract personnel, pre-approved by the General Manager (GM) or the Information Technology Manager (IT Manager), are to use District electronic facilities. All usage of District electronic facilities is to be conducted solely in accordance with the District's Technology Use Policy (PL – IT 005). (WaterISAC #13)

200.30 Technology Procurement

All District hardware and software purchased or developed shall be coordinated with the IT Department to ensure that all hardware and software conform to District standards, are compatible with District systems, and are purchased or developed at the best possible price.

200.40 Electronic Facilities and Data Security

Appropriate hardware and software monitoring shall be in place to ensure the protection of District data as well as all District electronic facilities. Appropriate security measures will include, at a minimum, the following:

1. Maintaining protected backups of District servers and data both on and off-site.
2. Educating District staff on basic security, personal cybersecurity and methods of malicious actors and attacks. Develop a culture of cybersecurity awareness amongst staff. (WaterISAC #8)
3. The use of strong passwords and multi-factor authentication. (WaterISAC #4)
4. Utilization of tools and external resources to monitor, track, report and respond to suspicious activity within District electronic facilities. (WaterISAC #10)
5. Stay aware of current vulnerabilities. Perform timely updates to software and firmware. (WaterISAC #7)
6. Maintain security trained IT staff and/or partnerships with 3rd party security experts.
7. For security and network maintenance purposes, authorized individuals, with IT Manager, Director of Finance and Administration, Assistant General Manager or GM approval, may monitor equipment, systems and network traffic/activity at any time.

It is the responsibility of each employee to protect District electronic facilities and data. All employees, by their use of electronic facilities, are part of the District's cybersecurity program. Each employee plays a vital role in protecting the District from cyberattacks. Cyberattacks include all methods of gaining access to District electronic facilities and data for the purpose of causing damage, harm, extortion or the stealing of District information by means of malware, viruses, hacking, social engineering or actual physical access. The following guidelines are for all employees:

1. All District electronic facilities and data must be secured at all times by District staff and contract personnel. (WaterISAC #5)
2. Any loss, theft, or suspicious activity of District electronic facilities or data must be reported to the IT Department immediately.
3. Employees are to use extreme care when opening links or attachments to ensure

they are free from viruses or malicious code that could infect District electronic facilities and data. Files that are downloaded from the internet or received via electronic communications must be checked with virus detection software before being opened and used.

4. Passwords are to be kept secure and employees should never share passwords with another individual. Passwords should be appropriately complex to eliminate easy guessing or deciphering. Passwords should be periodically changed.
(WaterISAC #4)
5. All District employees will participate in cybersecurity awareness training.
(WaterISAC #8)

200.50 Disaster Recovery

The District will maintain procedures and plans that will address disaster recovery from various disaster types. The District maintains an Emergency Response Plan which includes particular electronic facilities disaster response scenarios. The District will maintain additional disaster response plans to cover scenarios not part of the Emergency Response Plan. Refer to Procedure PR – IT 003 Technology Maintenance, Security, Protection and Recovery Procedure, section 700, for specific disaster recovery procedures. (WaterISAC #11)

The District will maintain electronic facilities disaster preparedness at all times. The District will regularly test its electronic facilities disaster preparedness. Disaster preparedness will address, at a minimum, the following situations:

1. Electrical outages
2. Loss of communications:
 - a. Network communications
 - b. Internet communications
 - c. Telephony communications
 - d. Cellular communications
 - e. Radio communications
 - f. Satellite communications
3. Data backup and recovery
 - a. On premise
 - b. Cloud based
4. Cyberattacks and data breaches
5. Virus and malware attacks
6. Data corruption
7. Hardware failures
8. Software and firmware update failures

In the event of a critical disaster to District electronic facilities or data at one of the District's primary facility locations (Marconi or Walnut office), the District will have in place the necessary District electronic facilities at both facility locations such that critical functions can be operational as soon as possible.

For critical disasters at both District primary facilities simultaneously, the District will keep an off-site backup of District data such that recovery can occur as expeditiously as possible. The District will maintain partnerships with 3rd party electronic facilities providers to assist in system recovery in the event of a critical disaster at both primary facilities.

Specific steps for how District electronic facilities will be protected and how and when the District's critical systems will be back online will be kept as part of IT Procedure PR – IT 003 and updated as necessary.

300.00 Policy Review

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



Agenda Item: 21. d.

Date: October 21, 2024

Subject: Upcoming Policy Review – Procurement Policy (PL – Fin 005)

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

Procurement Policy (PL – Fin 005) (Policy) is scheduled for its periodic review. The Policy was adopted by the Board on September 20, 2004, and was last reviewed by the Board on October 17, 2022, without changes.

The Policy is scheduled for Board review and approval at the November 18, 2024, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by October 28, 2024. If no comment is received, this Policy will be placed as a Consent Item on the November 18, 2024, regular Board meeting agenda.

This Policy is intended to provide guidance for the purchase of materials and trade services with the objective that they will be available at the proper time, in the proper place, in the proper quantity, in the proper quality, and at a competitive price, consistent with the anticipated needs of the District.

Staff have reviewed the Policy and are not recommending any changes.

This Policy update was reviewed by legal counsel.

A clean version of the Policy is attached to this report for reference (Attachment 1).

Fiscal Impact:

There is no fiscal impact.

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachment:

- 1) Procurement Policy PL – Fin 005 – clean

Sacramento Suburban Water District

Procurement Policy

Adopted: September 20, 2004
Ratified without changes on November 18, 2024

100.00 Purpose of the Policy

This document sets forth the policy of the Sacramento Suburban Water District concerning its purchases or procurement of materials (including supplies, inventory and equipment) and trade services. This Policy is adopted in accordance with the provisions of Article 7, Chapter 5, Part 1, Division 2 of Title 5 of the California Government Code (commencing with Section 54201).

The primary purpose of this Policy is to provide guidance for the purchase of materials and trade services with the objective that they will be available at the proper time, in the proper place, in the proper quantity, in the proper quality, and at a competitive price, consistent with the anticipated needs of the District.

When used in this Policy, the term “procurement,” “purchase,” or “purchases” includes the purchase, lease or rental of materials and/or trade services.

When used in this Policy, the term “trade services” means services provided to the District other than those provided by licensed contractors performing construction of public works. Public works construction services are covered under District Policy PL – Eng. 002, “Public Works Contracting Policy.”

200.00 Policy

200.10 Authority

The General Manager of the District has the authority to make purchases, sign contracts and otherwise encumber the District for the acquisition of materials (including supplies, inventory and equipment) or trade services, within the limitations of the adopted annual Budget in accordance with the District’s Budget Policy (PL – Fin 012). Board approval of expenditures is required when amounts exceed the purchasing authority of the General Manager. The General Manager has the authority to appoint one or more designees to act as the District’s purchasing agent and may delegate his/her authority to District staff within established procedures and controls.

All District material or trade services purchases, excepting those made under District Policy PL – Eng. 002, “Public Works Contracting Policy,” will be made in accordance with this Policy.

Purchases from loan and/or grant funds will be approved in accordance with the sponsoring agency's contract or grant procedures, in addition to the requirements of this Policy to the extent they do not conflict with the loaning or granting agency's requirements.

200.20 Purchases of Materials and Trade Services Up To \$100,000

For non-emergency purchases or other encumbrances up to \$100,000 per annum per vendor the General Manager or designee will have the authority to make the purchase without the prior authorization of the Board of Directors and without following the procedures described in Section 200.30 of this Policy. Purchases under this section may be made by negotiation, requests for proposal/qualifications or competitive bid at the General Manager's discretion, provided that the method chosen is reasonable and ensures that the goods or services are procured from a responsible vendor at a price that is fair to the District and its ratepayers. The General Manager has the authority to determine which purchasing process is appropriate.

For emergency purchasing guidance, see Section 200.50.

Irrespective of monetary or other limitations specified in this section, the Board of Directors may, at its discretion, direct the manner in which a specific purchase will be made.

200.30 Purchases of Materials and Trade Services in Excess of \$100,000

Except as otherwise specified herein, all purchases of materials and trade services where the estimated contractual amount is in excess of \$100,000, or the estimated cumulative amount per annum per vendor will exceed \$100,000, will be made by a competitive process in the following manner.

An RFQ or RFP inviting bids for such purchases or trade services will be sent to at least three qualified bidders as determined by the District, at least 10 days prior to the date designated for receipt of responses to the RFQ or RFP. If there are not three qualified bidders, then staff shall prepare a memorandum to the General Manager (and retained in the project file) describing the nature of the work and reason that fewer than three qualified bidders were solicited to provide the materials or services.

For trade services, selection criteria will be established by the District, which may be based solely on qualifications of the candidate(s). The bidder with the highest score in accordance with the scoring criteria stated in the RFP/RFQ shall be selected.

For material purchases, the responsible and responsive bidder providing the lowest cost bid shall be selected.

A written contract will be executed for all such purchases, preferably a contract prepared by the District.

The General Manager may determine and declare a bidder not to be a responsible bidder

upon consideration of the following factors:

- (a) The bidder's record of performance on previous contract(s) or service(s), including the number and dollar amount of change orders;
- (b) The bidder's previous and existing compliance with laws and ordinances relating to the contract or service;
- (c) The bidder's ability, capacity, and skill to perform the work or provide the service required;
- (d) Whether the bidder has the facilities to perform the work or provide the service promptly, or within the time specified, without delay or interference;
- (e) The sufficiency of the financial resources of the bidder to perform the work or provide the service;
- (f) The ability of the bidder to provide future maintenance and service (if required) of the commodity purchased; and
- (g) The character, integrity, reputation, judgment, experience, and efficiency of the bidder.

Upon determination that a bidder is not a responsible bidder, the General Manger will transmit to the bidder a statement of the basis for such determination, and the bidder will be given a reasonable opportunity to refute the basis for such determination, prior to awarding the contract to a responsible bidder.

Once notified, a non-responsible bidder may appeal the District's proposed determination of disqualification. The District will provide a two-tiered appeal process, consisting of an initial appeal to (1) the General Manager, and (2) if dissatisfied with the General Manager's decision, to the Board of Directors or a committee of Directors assigned by the Board President. The Board of Directors' ruling on a disqualification appeal is final.

200.40 General Purchasing Guidelines

- (a) Purchases made with the District's Purchasing Card (Cal Card) shall conform to this Policy and Policy PL Fin 006 "Purchasing Card Policy."
- (b) Purchases made under this Policy shall be pre-authorized in accordance with District Procedures.
- (c) Employees not designated under a signed authorization issued by the General Manager or his/her designee shall not encumber the District for materials or trade services without prior, written authorization from the General Manager or his/her designee.

- (d) Sales, Use, and other excise taxes shall be paid when required by State or Federal law.
- (e) Once materials or trade services received by the District have been confirmed to be acceptable and an appropriate invoice has been received, the District shall process the invoice, obtain the necessary approvals and pay for the materials or trade services within 30 days of receipt of invoice. If the invoice received is not approved, the District will provide notification of the deficiencies to the vendor within two weeks of receipt of invoice.
- (f) All orders and invoices received by the District must be approved within the terms and conditions set forth by the General Manager in appropriately established purchasing procedures and controls before payment is made.
- (g) The General Manager may establish one or more imprest (cash) accounts for the purposes of paying vendors or reimbursing employees for District expenditures of materials or trade services costing less than \$500. Appropriate controls and procedures will be established by the General Manager or his/her designee.
- (h) All District purchases shall be made for District purposes only. Staff are prohibited from using District resources of any kind for personal purchases.

200.50 Emergency Purchases

In case of emergency, where a purchase has not been authorized by the Board of Directors or this Policy requires such purchase to be made by competitive process or RFQ or RFP, and the General Manager has determined that the best interests of the District require that such purchase be made before the Board of Directors can meet to authorize such purchase, the General Manager or designee is authorized to make such purchase by negotiation after first obtaining the written or verbal consent of **two members** of the Board of Directors, one of who should be the Board President unless he or she is unavailable. The General Manager will thereafter promptly report in writing to the Board of Directors at the next regularly scheduled meeting of the Board of Directors the nature and amount of the purchase and the emergency circumstances justifying such purchase.

200.60 Direct Award Approval

Competitive bidding in accordance with section 200.30 generally is required for purchases of materials or trade services greater than \$100,000. However, in certain situations, the District may benefit from waiving required competitive bidding and negotiating a materials or trade services agreement directly with a single service provider or vendor. Examples of such situations include:

- a) Selecting a consultant or service provider based on unique experience, ability and/or knowledge.
- b) Purchasing replacement equipment parts where doing so from other than the original equipment manufacturer or other select manufacturer could adversely impact a warranty or ongoing maintenance.

- c) Purchasing new or replacement equipment or work which must integrate with existing assets and where it is not reasonably available from a source other than the service provider or vendor who supplied the existing asset or where equipment or operations compatibility concerns compel a purchase from a particular manufacturer.

In these situations, and before a contract is issued by the District, the General Manager must approve the waiver. To make a waiver request, a justification shall be prepared by the employee with authority to make the purchase or enter into the contract to explain the reasons for waiving competitive bidding and sent to the General Manager. At minimum, the justification shall address the economics, operating efficiencies, and any legal considerations of using a Direct Award approach.

The General Manager shall review the justification and prepare a written reply to the requesting employee indicating approval or disapproval of the request.

The employee responsible for issuing a contract under an approved Direct Award request should ensure that a copy of the request/justification and General Manager's reply is retained in the respective project file.

200.70 Acquisitions of Real Property Interests

When the acquisition of a real property interest is being considered, the General Manager must comply with the following process:

- (a) The Board of Directors must be informed in writing, in advance of the intended acquisition, of its estimated cost (including purchase price, transaction costs, and required or prudent site assessments and studies), known or suspected environmental concerns, the District purpose and public necessity for purchasing the real property interest, and the need for any budget augmentation for the purchase. This may be done at annual Budget time or at any point throughout the year.
- (b) After Board approval in principle of the proposed purchase of the real property interest, staff is authorized to expend District resources on site studies, professional assistance and other studies/consultation.
- (c) If staff proposes to move forward with a purchase of an interest in real property after performing appropriate due diligence, the Board of Directors must first provide final approval of the acquisition.
- (d) After such Board approval, the General Manager may proceed to close on the purchase.
- (e) Nothing in this section is intended to limit the General Manager's authority to accept easements and other interests in real property that are necessary for a District public works project and that are donated or granted as a condition of accepting the work or project.

300.00 Policy Review

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



SACRAMENTO GROUNDWATER AUTHORITY
MEETING OF THE BOARD OF DIRECTORS

Thursday, October 10, 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 Zoom Meeting

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

Meeting ID: 862 3453 7375 Passcode: 955951

Dial by your location

+1 669 444 9171 US or +1 669 900 6833 US (San Jose)

If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 1-877-654-0338 – Guest Code 198

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 August 8, 2024, SGA Board meeting

3.2 Approval of SGA Policy 400.1 (Investment Policy), no revisions

Action: Approve Consent Calendar items as presented

4. PROFESSIONAL SERVICES AGREEMENT WITH WOODARD & CURRAN

Presenter: Trevor Joseph, Manager of Technical Services

Action: Approve a Professional Services Agreement in the amount not to exceed \$352,881 with Woodard & Curran for professional services to support Sustainable Groundwater Management Act implementation and other groundwater management activities

5. FALL WATER LEVEL DATA COLLECTION AND SUPPORT 2026/2027 GROUNDWATER SUSTAINABILITY PLAN 5-YEAR UPDATE

Presenter: Trevor Joseph, Manager of Technical Services

Action: Approve Task Orders with GEI Consulting, Inc. for the following:

1) Task Order 24-03 in the amount of \$14,300 implementation of the SGMA; and 2) Task Order 24-04 in the amount of \$17,100 for supporting regulatory activities

6. INFORMATION: SGA ENGAGEMENT WITH SACRAMENTO REGIONAL WATER BANK

Presenter: Trevor Joseph, Manager of Technical Services

7. INFORMATION: DEPARTMENT OF WATER RESOURCES INTERCONNECTED SURFACE WATER GUIDANCE DOCUMENT BRIEFING

Presenter: Trevor Joseph, Manager of Technical Services

8. APPOINTMENT OF NOMINATIONS COMMITTEE FOR 2025 SGA OFFICERS

Presenter: Paul Selsky, SGA Chair

Discussion/Action: Chair to Appoint Nominations Committee for 2025 SGA Officers

9. EXECUTIVE DIRECTOR'S REPORT

10. DIRECTORS' COMMENTS

ADJOURNMENT

Next SGA Board of Director's Meetings:

December 12, 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: October 4, 2024

Ashley Flores

Ashley Flores, CMC, Secretary

Agenda Item 22 c.

Jay Boatwright
Attended meetings.
September 2024

- 09/11/2024: Met with GM York to review the agenda for the upcoming regular board meeting. Also, attended the DPMWD/SSWD Joint Board Meeting later that day.
- 09/12/2024: Attended the Regional Water Authority regular board meeting. GM York was the representative for SSWD. I attended as the alternate.
- 09/13/2024: Participated as a member of the SGA ad-Hoc groundwater banking committee where we are working to develop a fair framework to allow for credit for previously banked water. Future meeting not yet scheduled.
- 09/16/2024: Attended the SSWD regular board meeting. I was remote, unable to post the meeting in advance, and unable to participate, other than as a member of the public.



Agenda Item: 24.

Date: October 21, 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.