

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue, Suite 100
Sacramento, California 95821

Monday, February 25, 2019
6:00 p.m.

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 either before or during the 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, staff or interested person requests that an item be removed from the Consent Items, it will be considered with the Items for Discussion and/or Action.

1. Minutes of the January 28, 2019 Regular Board Meeting
Recommendation: Approve subject minutes.

2. Minutes of the February 11, 2019 Strategic Plan Workshop
Recommendation: Approve subject minutes.
3. Catastrophic Leave Policy (PL – HR 008)
Recommendation: Approve subject policy.
4. Resolution No. 19-02 Honoring John Woodling on His Retirement
Recommendation: Approve subject resolution.

Items for Discussion and/or Action

5. 2018 Water Rate Study
Recommendation: Receive written staff report and direct staff as appropriate.
6. Communications Site Lease Agreement – Auburn Yard
Recommendation: Approve draft Communications Site Lease Agreement and authorize the General Manager to execute the finalized agreement.
7. General Manager Employee Agreement – Dan York
Recommendation: Consider approving revisions to the current General Manager’s Employment Agreement.

General Manager’s Report

8. General Manager’s Report
 - a. Fixed Network Update
 - b. Water Transfer Update

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

9.
 - a. Regional Water Authority (Director Jones)
Agenda for the February 15, 2019 Meeting.

Regional Water Authority Executive Committee (General Manager York)
Agendas for the January 29 and February 27, 2019 Meetings.
 - b. Sacramento Groundwater Authority (Director Thomas)
Agenda for the February 14, 2019 Meeting.
 - c. Water Caucus Meeting (General Manager York)
Agenda for the February 13, 2019 Meeting.

- d. Water Forum Successor Effort (General Manager York)
Agenda for the February 14, 2019 Meeting.
- e. Other Reports – AB 1234

Committee Reports

- 10. a. Facilities and Operations Committee (Director Jones)
None.
- b. Finance and Audit Committee (Director Wichert)
Draft minutes from the February 7, 2019 Meeting.
- c. San Juan Water District/Sacramento Suburban Water District Water
Management/Re-Organization Committee (Director Locke and Director Jones)
None.

Information Items

- 11. 2019 Customer Engagement Program - Speaker Series
- 12. Legislative and Regulatory Update
- 13. Upcoming Water Industry Events
- 14. Upcoming Policy Review
 - a. Improvement Standards and Technical Specifications (PL – Eng 001)
 - b. Drug and Alcohol Program Policy (PL – HR 010)

Department/Staff Reports

- 15. Financial Report
 - a. Draft Financial Highlights – January 2019
 - b. Draft Financial Statements – January 2019
 - c. Investments Outstanding and Activity – January 2019
 - d. Cash Expenditures – January 2019
 - e. Credit Card Expenditures – January 2019

- f. Draft District Reserve Balances – January 2019
- g. Information Required by LOC Agreement
- h. Financial Markets Report
- 16. District Activity Report
 - a. Water Operations and Exceptions Report
 - b. Water Quality Report
 - c. Water Conservation and Regional Water Efficiency Program Report
 - d. Customer Service Report
 - e. Community Outreach Report
- 17. Engineering Report
 - a. Major Capital Improvement Projects
 - b. Asset Management Plans
 - c. Other

Director’s Comments/Staff Statements and Requests

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

Adjournment

Upcoming Meetings

Monday, March 18, 2019 at 6:00 p.m., Regular Board Meeting

SSWD Regular Board Meeting Agenda

February 25, 2019

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I certify that the foregoing agenda for the February 25, 2019 meeting of the Sacramento Suburban Water District Board of Directors was posted by February 21, 2019 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was freely available to the public.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

Minutes

Sacramento Suburban Water District Regular Board Meeting Monday, January 28, 2019

Call to Order

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

Pledge of Allegiance

President Jones led the Pledge of Allegiance.

Roll Call

Directors Present: Dave Jones, Kathleen McPherson, Kevin Thomas, and Robert Wichert.

Directors Absent: Craig Locke.

Staff Present: General Manager Dan York, Director of Finance and Administration Dan Bills, Assistant General Manager Mike Huot, Heather Hernandez-Fort, Michelle Hirt, Annette O'Leary, Cassie Crittenden, Matt Underwood, David Espinoza, and Todd Artrip.

Public Present: William Eubanks, Avery Wiseman, Shelley Artrip, and Ryan Bezerra.

Announcements

President Jones announced there was a new 3 minute timer for public comment; and announced the new monitors and boardroom layout.

General Manager Dan York (GM York) announced:

- Director Locke was absent as he was on vacation;
- RWA publicized the District as a recipient of the National WaterSense Award in their newsletter, publication at the dais;
- Greg Bundesen was accepted to Water Education Foundation's 2019 Water Leaders class;
- The General Manager was voted to the RWA Executive Committee for 2019;
- The District was holding a Jonas Main Replacement Project Open House on February 21, 2019 at 6pm in the boardroom;
- Administrative Services Manager Annette O'Leary announced her retirement after 33 years with the District.

Public Comment

None.

Consent Items

1. Minutes of the December 17, 2018 Regular Board Meeting

2. **Employee Recognition and Retention Expense Policy (PL – Adm 008)**
3. **Resolution No. 18–19 Honoring Robert Ames on His Retirement**
4. **Resolution No. 19–01 Honoring John Seltzer on His Retirement**

President Jones requested to pull Item 2, as there was a public comment.

Director Thomas moved to approve all Consent Items except Item 2; Director McPherson seconded. The motion passed by unanimous vote.

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

Regarding Item 2, William Eubanks (Mr. Eubanks) requested to pull the item.

Assistant General Manager Mike Huot (AGM Huot) presented the staff report.

Mr. Eubanks provided his disapproval of the Employee Morale Budget expressing that he believed it was a gift of public funds.

GM York explained the budget and spending plan was reviewed and accepted by the District’s legal counsel.

Director Wichert expressed employee bonding functions were valuable, but that he was in favor of reducing the budget amount. He noted that the money should be used for everyone.

GM York reminded the Board that the budget was already approved for 2019. He suggested to allow the plans for 2019 to remain, which include all staff functions, and for the Board to review the budget and spending plan in the future.

Director Thomas noted it would be nice to allow functions for the two offices to come together.

President Jones supported the budget.

Director McPherson supported lowering the budget in an effort to be fiscally responsible, and suggested to change the Policy to reflect morale building get-togethers versus individual job performances.

Dan Bills (Mr. Bills) expressed the budget was comprised of \$250 per employee to create the fund.

Director McPherson suggested to just have a fund and an amount, not a per person amount, then the Board would review the budget annually.

Director Wichert moved to decrease the budget to \$10,000 and label it “communication meetings.”

AGM Huot reminded the Board the funds were allocated to different planned events throughout the year, and suggested to look at the details that were already planned for the budget to suggest any edits.

GM York included that staff made adjustments to ensure it was not viewed as a gift of public funds, and to include all staff participation as best as possible at each planned event.

Director Wichert stated that he was not in favor of providing staff with a monetary acknowledgement for reaching an anniversary with the District.

Director McPherson seconded the motion, and requested to amend the motion to include “team building” in the language.

President Jones suggested to amend the motion further to include \$12,000 instead of the proposed \$10,000; \$1,000 for each year.

Director Wichert accepted the amendments to his original motion, to cut the budget to \$12,000 per year. He added to make the adjustment to the budget retroactive, starting in 2019, and requested staff bring back a revised Policy to support the idea of teamwork, communication, bonding and/or parties, instead of individual exemplary performance; Director McPherson seconded. The motion passed by unanimous vote.

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

Mr. Bills inquired how the Board wanted to see the revisions to the budget.

Director Wichert suggested to place it in the Financial Report.

Items for Discussion and/or Action

- 5. **2019 Water Transfer Program**
AGM Huot Presented the staff report.

Director Thomas suggested to either leave the price out completely, or use the language “market price.”

Director Wichert inquired what the pumping cost was.

AGM Huot stated the pumping cost was approximately \$45 - \$65 per acre foot.

Director Wichert expressed he was ok with staff's proposal, however, he was not in favor of selling water to any agencies south of the Tehachapi's. He further noted that his campaign has always been in support of not selling water south of the Tehachapi's. President Jones expressed he was in favor of making money for the District's ratepayers regardless of where it came from.

Discussion ensued regarding what to set the price at. Director Wichert noted that he trusted staff to make a good decision.

Mr. Eubanks expressed he was not in favor of selling water out of Sacramento. He further questioned the pumping cost to the District for pumping groundwater, noting it was inconsistent with previously stated figures.

Director McPherson expressed she was in support of the District's ratepayers benefitting by cost savings and potential lower rates from selling surplus water to other areas in the state that desperately need it.

President Jones agreed with Director McPherson.

Director Thomas moved to a fair market rate for water transfers state wide, and for staff to bring any offers back to the Board for approval.

President Jones noted that the staff report requested to give authority for the General Manager to execute, based on how quickly the water transfers are allocated.

Director Thomas amended his motion to approve the staff recommendation with further amendments to read as follows; "to authorize the General Manager to execute and sign agreements necessary to implement the District's 2019 Water Transfer Program at fair market price statewide, subject to approval by District legal counsel of any non-substantive changes to such agreements. Director McPherson seconded. The motion passed by 3/1 vote. Director Wichert opposed.

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

6. Mueller Systems, LLC Contract

AGM Huot presented the staff report.

Matt Underwood (Mr. Underwood) provided additional updates to the staff report.

Clarifying questions were asked.

GM York expressed staff would keep the Board updated until a recommendation was provided.

General Manager's Report

7. General Manager's Report
GM York presented the staff report.
 - a. *Strategic Plan Update*
GM York presented the staff report and provided an update.
 - b. *Regional Water Supply/Wheeling Opportunities*
GM York presented the staff report and provided an update.
 - c. *City of Sacramento Wholesale Water Rate Update*
GM York presented the staff report and provided an update.
 - d. *McClellan Business Park Successor Agreement Update*
GM York presented the staff report and provided an update.
 - e. *Regional Water Authority – Executive Director Retirement*
GM York presented the staff report and provided an update.

Mr. Eubanks inquired if the Strategic Plan Workshop was open to the public.

GM York expressed that it was a Board Meeting and therefore open to the public.

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

8.
 - a. Regional Water Authority (Director Jones)
The agenda from the January 10, 2019 Meeting was provided.

Regional Water Authority Executive Committee (General Manager York)
The agenda from the January 24, 2019 Meeting was provided.
 - b. Sacramento Groundwater Authority (Director Thomas)
None.
 - c. Water Caucus Meeting (General Manager York)
None.
 - d. Water Forum Successor Effort (General Manager York)
None.
 - e. Other Reports – AB 1234

Director Jones provided an oral report on the Citrus Heights 218 Rate Hearing Meeting that he attended on December 5, 2018.

Director McPherson provided an oral report on the Strategic Plan meeting she had on November 1, 2018, and the meetings she had with the General Manager on November 7, 16 and December 5, 2018.

Committee Reports

9. a. Facilities and Operations Committee (Director Jones)
None.
- b. Finance and Audit Committee (Director Wichert)
The agenda for the February 1, 2019 Meeting was provided.
- c. San Juan Water District/Sacramento Suburban Water District Water Management/Re-Organization Committee (Director Locke and Director Jones)
The draft notes from the December 10, 2018 Meeting were provided.

Information Items

10. **Water Fluoridation – South Service Area**

AGM Huot presented the staff report.

Director McPherson suggested for staff request data from First 5 on pre and post effect of fluoridation to determine if it has been effective.

AGM Huot stated staff would report back on it.

Director Wichert inquired if any of the surrounding purveyors discontinued the use of fluoride.

GM York expressed that he was not aware of anyone that had discontinued the use of fluoride.

Mr. Eubanks stated there were benefits to fluoridation.

GM York expressed that staff would bring back an update once staff determines if there are any legal issues pertaining to the agreement with First 5, or regulatory with the State of California.

11. **ACWA/JPIA President’s Special Recognition Award**

Mr. Underwood presented the staff report.

12. **2018 Budget Reallocations**

A written report was provided.

13. **2018 Annual Environmental Compliance Activity Report**

A written report was provided.

14. **Human Resources and Succession Plan Biannual Report**

A written report was provided.

15. **Legislative and Regulatory Update**

A written report was provided.

16. **Upcoming Water Industry Events**

A written report was provided.

17. **Upcoming Policy Review**

A written report was provided.

a. **Catastrophic Leave Policy (PL – HR 008)**

A written report was provided.

Department/Staff Reports

18. **Financial Report**

A written report was provided.

a. *Draft Financial Highlights – December 2018*

A written report was provided.

b. *Draft Financial Statements – December 2018*

A written report was provided.

c. *Investments Outstanding and Activity – December 2018*

A written report was provided.

d. *Cash Expenditures – December 2018*

A written report was provided.

e. *Credit Card Expenditures – December 2018*

A written report was provided.

f. *Directors Compensation and Expense Accounting*

A written report was provided.

g. *Draft District Reserve Balances – December 2018*

A written report was provided.

h. *Information Required by LOC Agreement*

A written report was provided.

i. *Financial Markets Report*

A written report was provided.

19. **District Activity Report**

A written report was provided.

a. *Water Operations and Exceptions Report*

A written report was provided.

b. *Water Quality Report*

A written report was provided.

c. *Water Conservation and Regional Water Efficiency Program Report*

A written report was provided.

d. *Customer Service Report*

A written report was provided.

e. *Community Outreach Report*

A written report was provided.

20. **Engineering Report**

A written report was provided.

a. *Major Capital Improvement Program (CIP) Projects*

A written report was provided.

b. *Asset Management Plans*

A written report was provided.

c. *Other*

A written report was provided.

Miscellaneous Correspondence and General Information

21. **Correspondence received by the District**

A written report was provided.

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.

Mr. Eubanks commented that he believed GM York was doing a great job.

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

The Board convened in Closed Session at 7:27 p.m. to discuss the following:

22. Conference with legal counsel – potential litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(4); consideration of initiating litigation involving the State Water Resources Control Board’s proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.
23. Public employee performance evaluation involving the General Manager under Government Code section 54954.5(e) and 54957.
24. Conference to provide District’s labor negotiator(s), Dave Jones and Craig Locke, with direction concerning changes to General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

Return to Open Session

The Board convened in open session at 9:45 p.m. There was no reportable action.

Adjournment

President Jones adjourned the meeting at 9:46 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

AGENDA ITEM: 2

Minutes

Sacramento Suburban Water District Strategic Plan Workshop Monday, February 11, 2019

Call to Order

President Jones called the meeting to order at 2:00 p.m.

Pledge of Allegiance

President Jones led the Pledge of Allegiance.

Roll Call

Directors Present: Dave Jones, Craig Locke, Kathleen McPherson, and Robert Wichert.

Directors Absent: Kevin Thomas.

Staff Present: General Manager Dan York, Director of Finance and Administration Dan Bills, Assistant General Manager Mike Huot, Heather Hernandez-Fort, Annette O'Leary, Matt Underwood, Matt Winans, Todd Artrip, Dana Dean, Dave Morrow, Doug Cater, David Espinoza, and James Arenz.

Public Present: William Eubanks, Alan Driscoll, Ted Costa, Jim Mulligan, Kelly McKinney, Greg Zlotnick, and Ellen Cross.

Announcements

General Manager Dan York (GM York) announced:

- Special RWA Board Meeting February 15th to elect a new a Executive Committee member and retirement lunch for Mr. John Woodling.

Public Comment

None.

Items for Discussion and Action

1. **Strategic Plan Workshop**

Assistant General Manager Mike Huot (AGM Huot) presented the staff report.

Director Thomas joined the meeting at 2:03 p.m.

AGM Huot introduced Ellen Cross (Ms. Cross) with Strategy Driver.

Ms. Cross provided an outline on the workshop objectives.

GM York further explained the purpose of the Strategic Plan Workshop and the history of the District's Strategic Plan.

Ms. Cross led the workshop, reviewing each Goal and soliciting feedback from the Directors and the public.

Matt Underwood and James Arenz assisted with Goal 1.

Dan Bills and Dana Dean assisted with Goal 2.

Mr. Eubanks provided his input on Goal 2, expressing that it should lead with “fiscal responsibility.”

Matt Winans and Doug Cater assisted with Goal 3.

Director Thomas left the meeting at 3:03 stating he was not feeling well.

Mr. Eubanks provided his input on Goal 3 expressing that he was curious about the value.

David Espinoza and Todd Artrip assisted with Goal 4.

Mr. Eubanks provided his input on Goal 4, expressing that staff does an outstanding job.

Dave Morrow and AGM Huot assisted with Goal 5.

Mr. Eubanks provided his input on purchasing a location for combining both offices.

Director Wichert suggested to add a 6th goal; Fiscal Responsibility.

Discussion ensued regarding the impending state regulations on restricted water use.

The Board provided their comments to the Mission Statement, Draft Vision and Draft Values.

GM York expressed that the Draft Strategic Plan was expected to be presented at the March Regular Board meeting.

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

The Board convened in Closed Session at 4:02 p.m. to discuss the following:

2. Public employee performance evaluation involving the General Manager under Government Code section 54954.5(e) and 54957.
3. Conference to provide District’s labor negotiator, Dave Jones, with direction concerning changes to General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

Return to Open Session

The Board convened in open session at 4:15 p.m. There was no reportable action.

Adjournment

President Jones adjourned the meeting at 4:16 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

DRAFT



Agenda Item: 3

Date: February 4, 2019

Subject: Catastrophic Leave Policy - (PL – HR 008)

Staff Contact: Cassie Crittenden, Human Resources Coordinator

Recommended Board Action:

Approve the updated Catastrophic Leave Policy (PL – HR 008).

Background:

On January 28, 2019, the Catastrophic Leave Policy Update was brought to the Board for review. Comments from Directors were requested by February 1, 2019. No comments were received.

Discussion:

Staff recommends adopting the updated Catastrophic Leave Policy. Both, a redlined version (Attachment 1) and final version (Attachment 2) are included for your reference. In summary, edits were made to the following sections:

Section 100.00 – Staff recommends removing redundant language, which is repeated in Section 200.00 and instead providing a summary of the purpose of the policy. This revision does not change the purpose or intent of the policy.

Section 300.00 – Staff recommends including the Human Resources Coordinator and a designee to the General Manager as additional administrators to the policy.

The policy was originally adopted in July 2005 and last reviewed in January 2017.

Fiscal Impact:

Adopting these policy updates do not have a fiscal impact.

Strategic Plan Alignment:

Customer Service – 3.A. Operate in an open and public manner.

Customer Service – 3.B. Attract and retain a well-qualified staff with competitive compensation, effective training, and professional development to ensure safe, efficient, and effective job performance.

Catastrophic Leave Policy (PL – HR 008)

February 4, 2019

Page 2 of 2

District customers benefit from the District 1) providing leave for staff who are unable to work as a result of catastrophic illness, injury, or similar events, and 2) ensuring the catastrophic leave requirements and approval process are implemented fairly and consistently.

Attachments: 1 –Redlined Catastrophic Leave Policy
2 –Final Catastrophic Leave Policy

Sacramento Suburban Water District

Catastrophic Leave Policy

Adopted: July 18, 2005

~~Approved with Changes: February 25, 2019~~ Revised: ~~June 18, 2007; June 15, 2009; July 18, 2011; January 23, 2017~~

100.00 Purpose of the Policy

~~The purpose of this policy is to assist employees who have exhausted accrued leave balances due to a serious or catastrophic illness, injury, or condition of the employee or his/her extended family. to provide benefits to Regular and Management employees who: 1) have a serious or catastrophic non-industrial illness or injury; 2) must provide necessary full-time care for a spouse or domestic partner, dependent child or parent; 3) experience the death of a spouse or child; or 4) experience similar catastrophic events.~~

200.00 Policy

The District provides a program where employees may voluntarily donate accrued vacation, sick leave, or compensatory time off to another employee who: 1) has a serious or catastrophic non-industrial illness or injury; 2) must provide necessary full-time care for a spouse or domestic partner, dependent child, or parent; 3) experiences the death of a spouse or child; or 4) experiences a catastrophic event, as approved by the General Manager.

300.00 Authority and Responsibility

~~The Human Resources Coordinator and General Manager, or designee, will be responsible for administering this policy. This will include establishing employee eligibility criteria; length of time Catastrophic Leave may be received; the donation process; and development of a District Procedure. Employee eligibility criteria, length of time Catastrophic Leave may be received, and the donation process will be developed by the General Manager and established as a District Procedure.~~

400.00 Policy Review

This Policy shall be reviewed at least biennially.

Sacramento Suburban Water District

Catastrophic Leave Policy

Adopted: July 18, 2005

Approved with Changes: February 25, 2019

100.00 Purpose of the Policy

The purpose of this policy is to assist employees who have exhausted accrued leave balances due to a serious or catastrophic illness, injury, or condition of the employee or his/her extended family.

200.00 Policy

The District provides a program where employees may voluntarily donate accrued vacation, sick leave, or compensatory time off to another employee who: 1) has a serious or catastrophic non-industrial illness or injury; 2) must provide necessary full-time care for a spouse or domestic partner, dependent child, or parent; 3) experiences the death of a spouse or child; or 4) experiences a catastrophic event, as approved by the General Manager.

300.00 Authority and Responsibility

The Human Resources Coordinator and General Manager, or designee, will be responsible for administering this policy. This will include establishing employee eligibility criteria; length of time Catastrophic Leave may be received; the donation process; and development of a District Procedure.

400.00 Policy Review

This Policy shall be reviewed at least biennially.



Agenda Item: 4

Date: February 14, 2019

Subject: Resolution No. 19-02 Honoring John Woodling on His Retirement

Staff Contact: Dan York, General Manager

Recommended Board Action:

Adopt Resolution No. 19-02 Honoring John Woodling on His Retirement.

Discussion:

John Woodling has been a respected, admired, and valued leader in the water industry as the Executive Director of Regional Water Authority (RWA) for over 10 years. He will be retiring from his position as Executive Director of RWA and the Sacramento Groundwater Authority on March 1, 2019. The resolution commemorates his service to the water industry. Staff has prepared a ceremonial, framed version of the resolution to be presented to Mr. Woodling.

Fiscal Impact:

None.

Strategic Plan Alignment:

Leadership – 5.C. Participate in regional, statewide and national water management partnerships.

Resolution No. 19-02
A Resolution Honoring
John Woodling
On His Retirement

Whereas, John Woodling faithfully served as the Executive Director of both the Regional Water Authority (RWA) and the Sacramento Groundwater Authority (SGA) from June 30, 2008, to March 1, 2019; and

Whereas, John's leadership RWA developed an award-winning Water Efficiency Program focused on public outreach and school education; and

Whereas, John developed and led a proactive Regional Advocacy Program which built important partnerships with allied organization and raised RWA exposure in important water related legislative issues; and

Whereas, John set an example as a true professional in the water industry and being encouraging, enthusiastic, and supportive of his staff while challenging them to always improve; and

Whereas, John Integration Regional Water Management planning efforts helped member agencies secure over \$80,000,000 in grant money for necessary projects; and

Whereas, John led the SGA efforts to ensure an effective Groundwater Sustainability Agreement was formed covering the entire North American Sub-basin; and

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 in recognition of John Woodling's valuable contributions and dedication to the water industry and to the people of California served by that industry.

The Board of Directors wishes John 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 25th day of February 2019.

AYES:

NOES:

ABSENT:

By: _____
David A. Jones
President, Board of Directors
Sacramento Suburban Water District

(SEAL)

By: _____
Daniel R. York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 5

Date: February 19, 2019

Subject: 2019 Water Rate Study

Staff Contact: Daniel A. Bills, Finance Director

Recommended Board Action:

Provide staff direction as appropriate.

Background:

Typically, water rate studies are performed every 3 to 5 years. The District's last water rate study was performed in 2013. After consideration of the information in the 2013 study and after receiving public input, the Board approved a series of 4.0% annual rate increases effective January 1, 2015, 2016, 2017 and 2018. As recommended by the Finance and Audit Committee, on April 23, 2018, the Board of Directors approved the following Scope and Schedule for the 2019 Water Rate Study:

Scope

1. Long-Range Financial Plan (5 years; 2019 - 2023)
 - Produce various operation and maintenance and capital improvement expense scenarios considering cost inflation factors expected in the drinking water industry, pending regulatory standards, and recent water quality results.
2. Water Revenue Study
 - Determine total water revenue needs of the District.
3. Cost of Service Study
 - Equitable allocation of revenue demands between various customer classes.
4. Water Rate Structure Design
 - With or without increasing District revenues, rate design options are to be explored looking at the portion of the total revenue collected through fixed versus volume dependent rates (conservation pricing). Provide support in accordance with requirements of San Juan Capistrano case and other pertinent case law.
5. Retail Water Rates
 - Propose various customer retail rate scenarios.
6. Wholesale Wheeling Water Rates
 - Propose various wheeling rate scenarios.
7. Water Transfer Rates
 - Determine various costs of water banked and recommend minimum per acre-foot price for transfers.
8. Facility Development Charges (Connection Charges)
 - Calculate charges as required by District regulations.

Schedule

The major steps necessary to complete the Study were defined as:

1. Prepare and distribute Request for Proposals (RFP)
2. Receive Proposals
3. Select Consultant
4. Execute contract
5. Consultant begins study
6. Intermittent discussions with Committee and Board
7. Study completed
8. Board approval
9. 218 Hearing (if increases are necessary)

As recommended by the Finance and Audit Committee, on July 16, 2018, the Board of Directors selected the consulting firm of Raftelis to perform the Study at a cost of \$77,580. The attached presentation represents the Consultant's second report to the Board.

Discussion:

The attached presentation presents the draft results for the Cost of Service Study, Water Rate Structure Design and Retail Water Rates (Items 3, 4 and 5) of the above Scope. Significant proposed changes include:

1. Tier 2 begins at 15 ccf instead of 10 ccf.
2. Additional dwelling charge removed.
3. Variable rates are reduced, fixed rates increasing.
4. Non-residential pricing no longer split between peak and non-peak periods.

Key Items from the attached presentation include:

1. Reserve Balance Targets and Policy – Important changes are recommended to the target balance and fund categories (see slides 13 and 14).
2. Financial Plan – Recommended revenue increase of 5% in 2019 (effective September 1, 2019) followed by three 4% increases in 2020, 2021 and 2022 plus a 3% increase in 2023 (all effective January 1) (see slide 16).
3. Cost of Service Study – Allocation of groundwater and surface water costs and Operating and Maintenance expenses between Tier 1 and 2 presented (see slides 19 – 21).
4. Retail Water Rates – Rate design adjustments are presented on slide 22. Proposed charges and customer impact presented on slides 23 – 30.

Fiscal Impact:

\$77,580 is the contracted amount for the Study. As the presentation materials are a first draft, no fiscal impact at this time.

Strategic Plan Alignment:

Finance – 4.B. Establish rates and connection fees that are fair, reflect the cost of service, encourage conservation, are simple to understand, and meet the District's revenue requirements, including bond covenants.

Having rates that are adequate and equitable benefits District customers as costs to maintain the District's water supply and infrastructure are funded appropriately.

Sacramento Suburban Water District

Cost of Service Water Rate Study – Recommended Rates

February 25, 2019



Agenda

- Key Assumptions
- Primary Drivers to Financial Planning
- Current Financial Position
- Summarize changes to Reserve Policies
- Recommended Financial Plan
- Cost of Service
- Proposed Rates
- Customer Impact
- Next Steps



Key Assumptions



Key Assumptions

- CY 2018 Reserves: Approximately \$42.1M primarily consisting of:
 - › Operating Reserve
 - › Emergency Reserve
 - › Rate Stabilization Reserve
 - › Capital Asset Reserve
- Preliminary CY 2019 budget received and incorporated into analysis for expenditures
 - › CY 2020 and beyond inflated based on discussions with District Staff
 - Escalations factors varies based on expense category
 - i.e. purchased water, salaries, benefits, utilities, capital, etc.



Key Assumptions *(continued)*

- Zero Account Growth
- Transitional Accounts included with “metered” accounts for financial planning purposes (even though they may currently still be charged the flat rates)
 - › Metered Accounts \approx 39,212
 - › Non-Metered Accounts \approx 5,959
 - › Private Fire Lines \approx 906
 - › Total Accounts \approx 46,077
- Total Water Demand: \sim 29,900 AcFt
 - › Residential Projected Usage \approx 5.6M ccf
 - › Non-Residential Projected Usage \approx 7.4M ccf
 - › Non-Metered projected usage \approx 1.1M ccf



Primary Drivers to Financial Planning

- Ensure positive net operating income each Fiscal Year (CY).
- Meet any bond coverage requirements.
- Adequately fund capital improvement plan through cash on hand.
- Model reserve policies to meet minimum requirement and identify ideal reserve targets above minimums to reflect a strong financial position moving forward.
- Achieve previous objectives through a measured approach with revenue adjustments, when required.
 - › Ideally, leverage reserves to smooth out adjustments.
 - › Identify any funding gaps and options to overcome cashflow concerns.



Current Financials



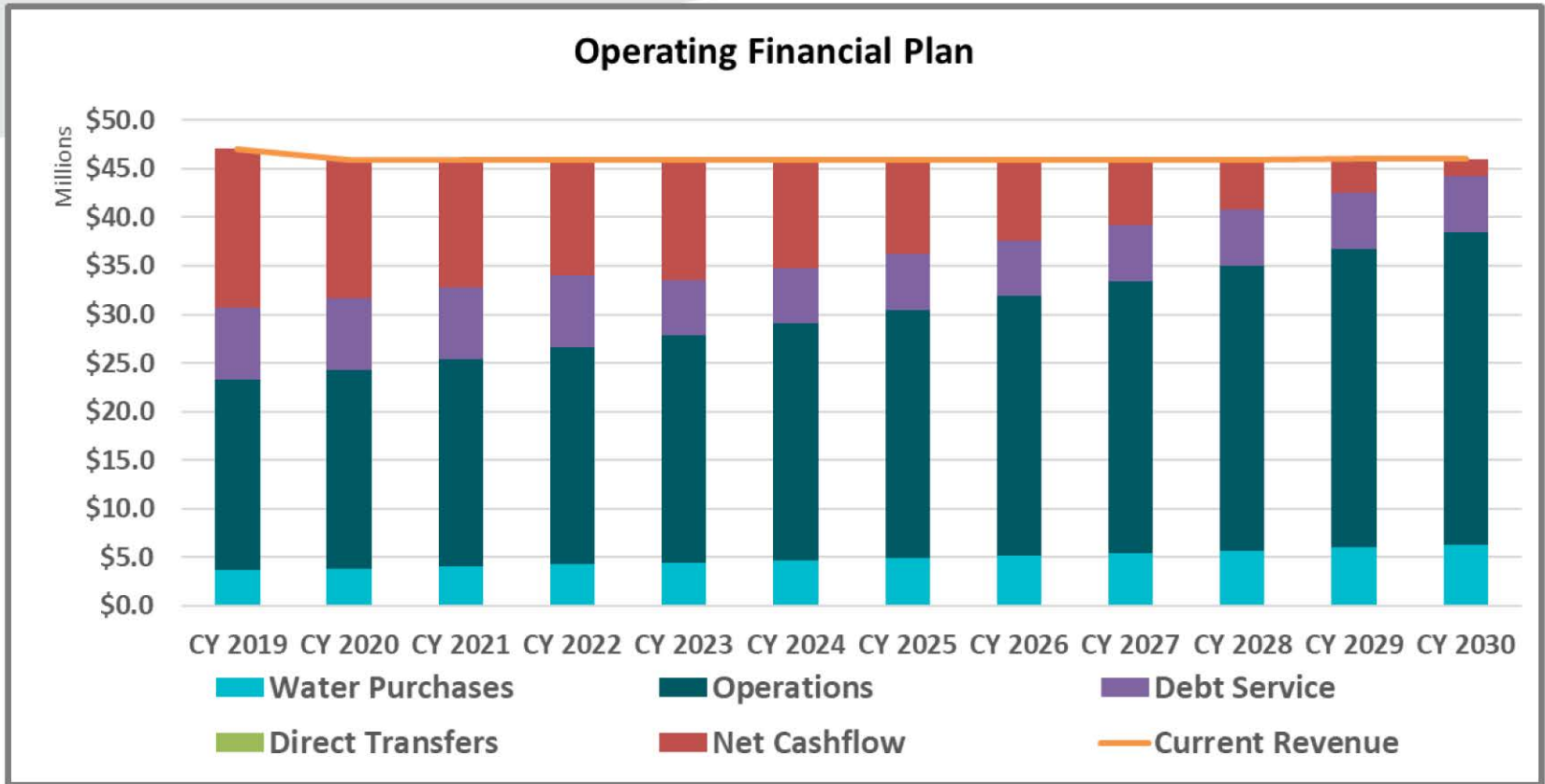
Current

Revenue	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023
Revenue from Rates	\$43,579,797	\$43,579,797	\$43,579,797	\$43,579,797	\$43,579,797
Other Revenue					
Wheeling Revenue	\$730,000	\$730,000	\$730,000	\$730,000	\$730,000
Water Transfers	\$940,000	\$0	\$0	\$0	\$0
Interest Income	\$72,398	\$74,339	\$155,891	\$161,405	\$167,046
Grant Income	\$275,000	\$0	\$0	\$0	\$0
Other Revenue	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Backflow Revenue	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
FireLine Revenues	\$962,000	\$962,000	\$962,000	\$962,000	\$962,000
Total Other Revenue	\$3,491,398	\$2,278,339	\$2,359,891	\$2,365,405	\$2,371,046
Total Revenue	\$47,071,195	\$45,858,136	\$45,939,688	\$45,945,202	\$45,950,843

Operating Expenditures	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023
Water Costs	\$3,663,935	\$3,847,131	\$4,039,488	\$4,241,462	\$4,453,535
Groundwater	\$474,995	\$498,745	\$523,682	\$549,866	\$577,359
Electrical Costs	\$1,629,887	\$1,711,381	\$1,796,950	\$1,886,797	\$1,981,137
Water Conservation	\$31,000	\$31,620	\$32,252	\$32,897	\$33,555
Salaries and Benefits	\$10,415,309	\$11,028,465	\$11,678,735	\$12,368,425	\$13,099,993
Supplies	\$1,246,585	\$1,274,290	\$1,302,635	\$1,331,636	\$1,361,309
Finance and Admin	\$2,203,690	\$2,247,764	\$2,292,719	\$2,338,573	\$2,385,345
Engineering	\$2,334,294	\$2,382,533	\$2,431,785	\$2,482,072	\$2,533,416
General	\$579,604	\$591,945	\$604,569	\$617,486	\$630,702
Maintenance	\$661,857	\$682,436	\$703,655	\$725,534	\$748,093
Total Operating Expenditures	\$23,241,154	\$24,296,309	\$25,406,470	\$26,574,750	\$27,804,445
Debt Service					
2009A Adjustable Rate Refunding COPS	\$1,534,308	\$1,534,308	\$1,534,308	\$1,534,308	\$2,679,308
2012A Refunding Revenue Bond	\$2,838,025	\$2,848,225	\$2,838,238	\$2,818,838	\$1,454,600
2018A Taxable Refunding Revenue Bonds	\$3,020,424	\$3,043,573	\$3,060,449	\$3,050,967	\$1,534,956
Total Debt Service	\$7,392,758	\$7,426,107	\$7,432,995	\$7,404,113	\$5,668,864
Total Expenses	\$30,633,912	\$31,722,416	\$32,839,465	\$33,978,863	\$33,473,309

Net Cashflow (before Direct Transfers)	\$16,437,283	\$14,135,720	\$13,100,222	\$11,966,339	\$12,477,534
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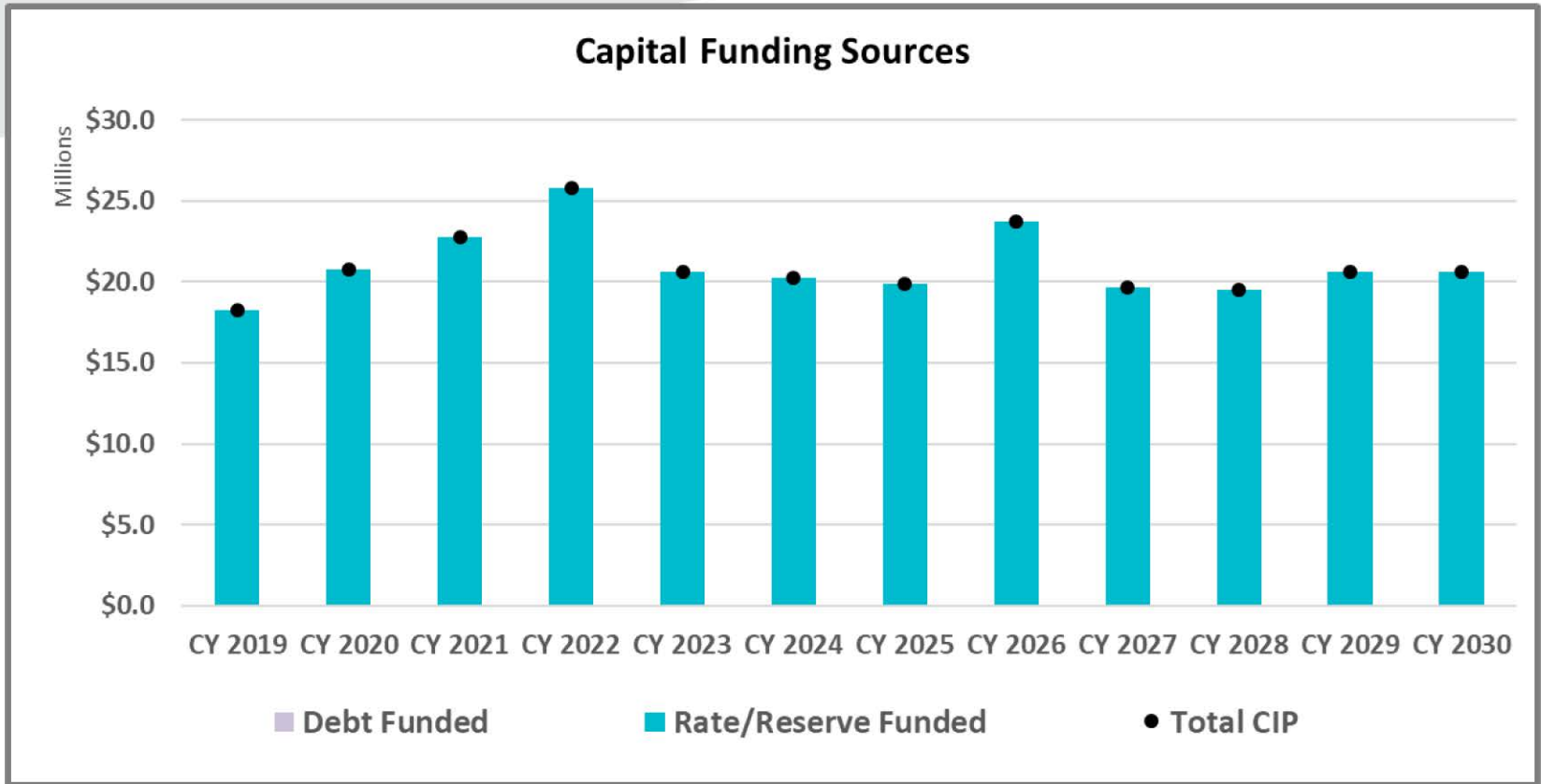
Current Operating Financial Plan



- Current revenues cover O&M, debt service, and projected purchased water costs

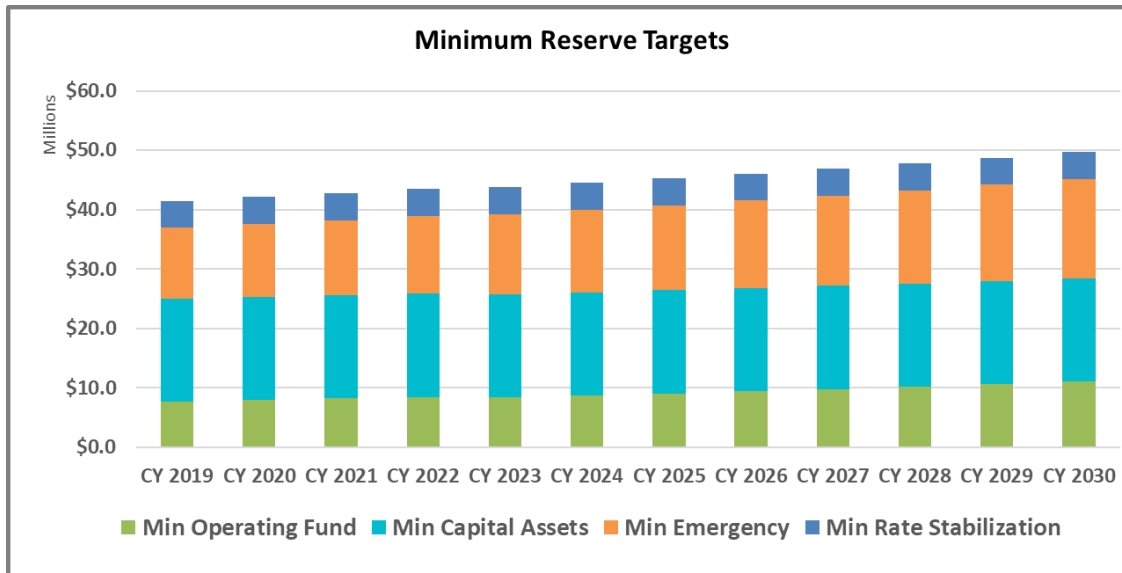
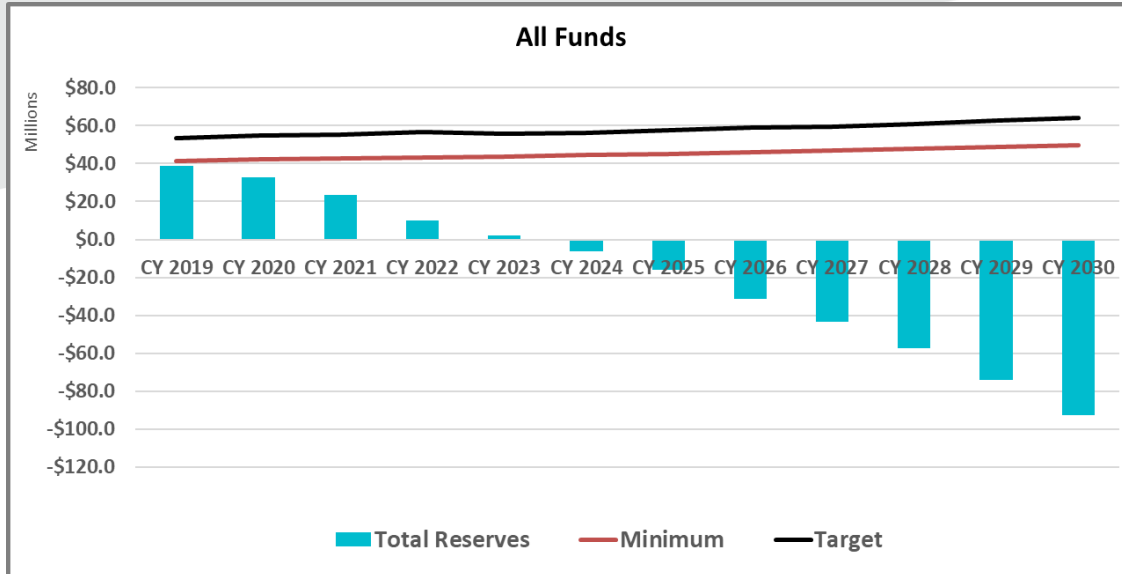


Capital Investment Plan



- In addition to operating, capital also needs to be funded
- Anticipated \$13.5M of distribution-related projects each year

Reserves



- Reserves are being used to fund capital projects with rates remaining “as is”
- Need modest revenue adjustments to maintain reserves at current levels

Reserves

Primary Reserves - Targets / Policies

Reserve	Existing Policy	Recommended Policy
Operating Fund	25% of current year's budgeted annual expenditures (Operating + Debt Service)	Min – 90 days or 25% of operating exp. Target – 180 days or 50% of operating exp.
Capital Assets	Sufficient to fund CIP projects above the CIP funding amount anticipated at rate setting or budget prep	Min – Annual Depreciation Target – 5-Yr Avg CIP
Emergency	25% of following year's anticipated revenues	3% of Asset Value
Rate Stabilization	50% of upcoming water consumption revenue	35% of consumption revenue

- Recommended adjustments to reserve policies from December Meeting



Reserve Targets Comparison

Reserve	CY 2019 Current Target	CY 2019 (Min) Revised Target	CY 2019 (Ideal) Revised Target
Operating Fund	\$ 7,658,478	\$ 7,658,478	\$ 15,316,956
Capital Assets	\$ 20,765,000	\$ 17,373,028	\$ 21,649,600
Emergency	\$ 12,466,869	\$ 11,905,048	Same as Min
Rate Stabilization	\$ 6,481,576	\$ 4,537,103	Same as Min
Total Reserve Balance	\$ 47,371,923	\$ 41,473,657	\$ 53,408,707

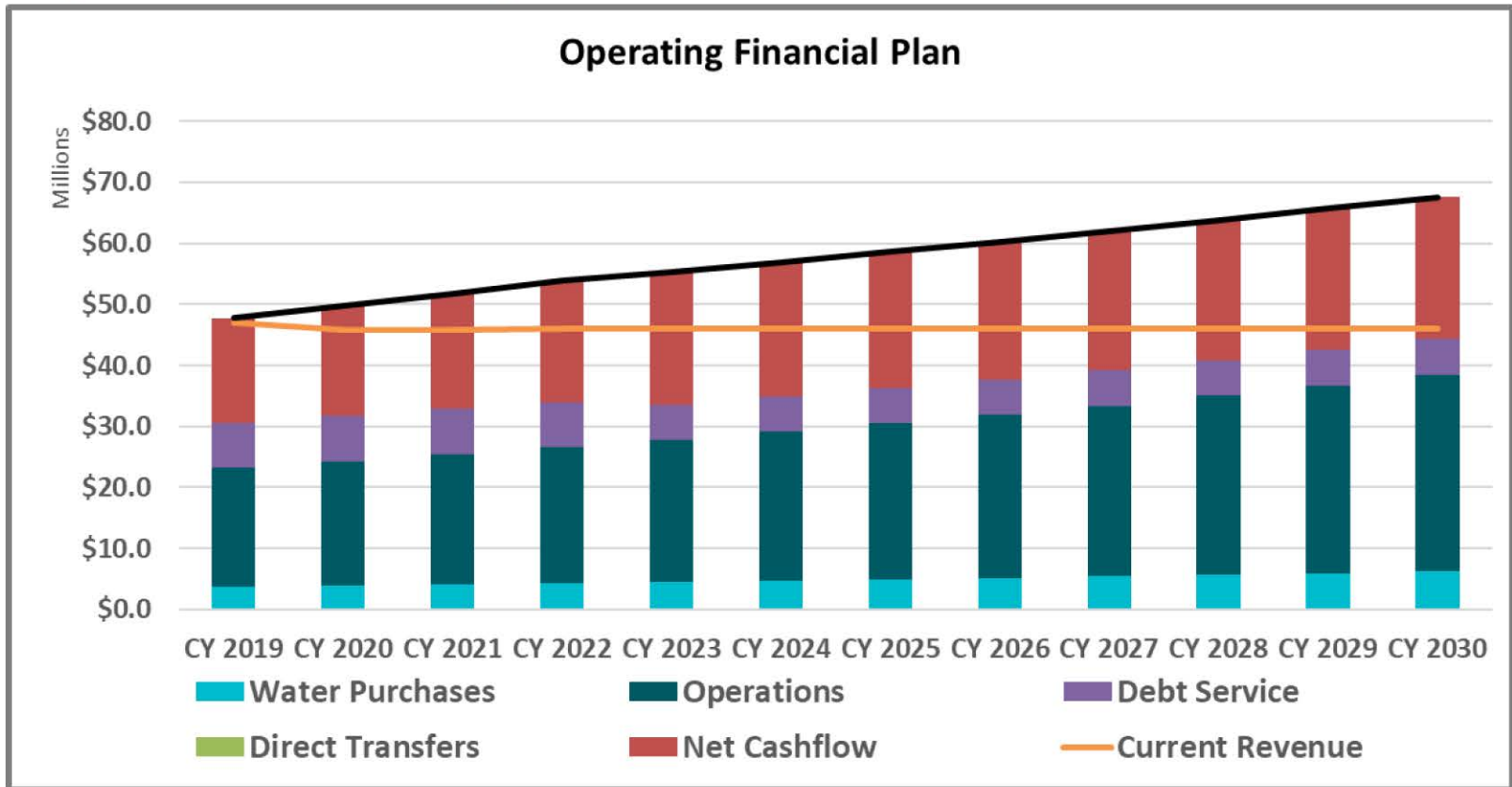


Recommended Financials

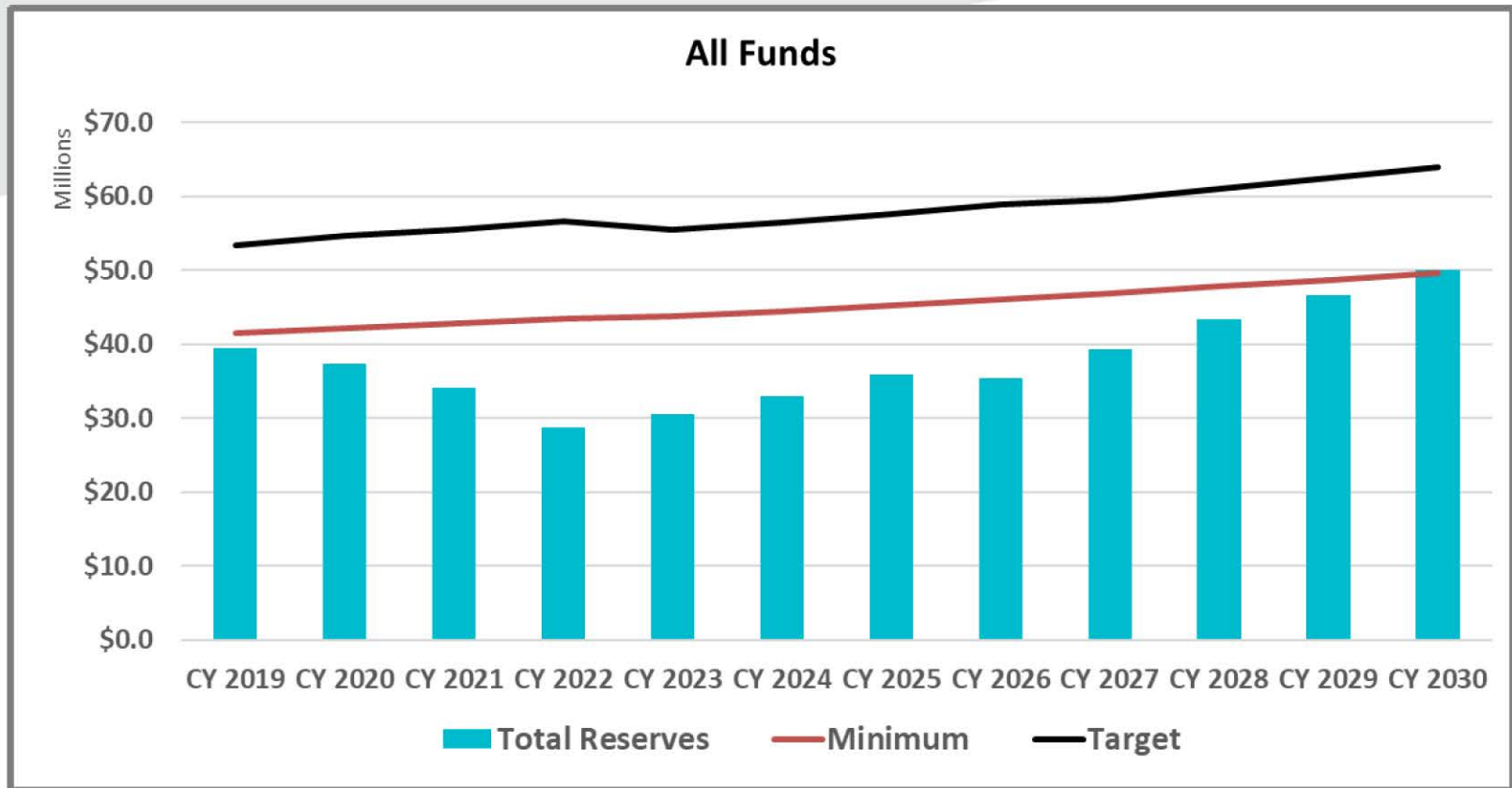


Recommended Operating Financial Plan

- Recommend Revenue adjustments of 5% for CY 2019, 4% adjustment in CY 2020 through CY 2022, followed by 3% revenue adjustments in 2023.



Reserves based on adjustments



- Under minimum requirement; however, reserves build up over time.
 - › Cost savings could increase reserves
 - › Additional revenue from metering program
 - › Growth assumed at 0%
 - › Utilize banked water through transfers



Cost of Service

Cost of Service - Specific Allocations

Functionalized Expenses	Purchased Water	Groundwater	Base	Total
Water Costs	100%			100%
Groundwater		100%		100%
Electrical Costs		90%	10%	100%

- Specific Allocations used to keep track costs by water supply



Cost of Service - Operations

Allocated based on how cost is incurred

Functionalized Expenses	Meter Capacity	Base	Max Day	Max Hour	Total
Salaries and Benefits	50%	25%	25%	0%	100%
Supplies	50%	50%			100%
Finance and Admin	100%				100%
Engineering		33%	33%	33%	100%
General	100%				100%
Maintenance		33%	33%	33%	100%
Water Conservation		33%	33%	33%	100%

Functionalized Expenses	Cost Components					
	Customer Service	Meter Capacity	Base	Max Day	Max Hour	Total
Salaries and Benefits	\$0	\$5,207,654	\$2,603,827	\$2,603,827	\$0	\$10,415,309
Supplies	\$0	\$623,293	\$623,293	\$0	\$0	\$1,246,585
Finance and Admin	\$2,203,690	\$0	\$0	\$0	\$0	\$2,203,690
Engineering	\$0	\$0	\$778,098	\$778,098	\$778,098	\$2,334,294
General	\$579,604	\$0	\$0	\$0	\$0	\$579,604
Maintenance	\$0	\$0	\$220,619	\$220,619	\$220,619	\$661,857
Water Conservation	\$0	\$0	\$10,333	\$10,333	\$10,333	\$31,000
Total O&M Allocation	\$2,783,294	\$5,830,947	\$4,236,170	\$3,612,877	\$1,009,050	\$17,472,339

O&M Allocation (%)	15.9%	33.4%	24.2%	20.7%	5.8%	100.0%
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Revenue Requirements – CY 2019

Revenue Requirements	Specific	Operating	Capital	Total
Operating Costs				
Water Costs	\$3,663,935			\$3,663,935
Groundwater	\$474,995			\$474,995
Electrical Costs	\$1,629,887			\$1,629,887
Water Conservation		\$31,000		\$31,000
Salaries and Benefits		\$10,415,309		\$10,415,309
Supplies		\$1,246,585		\$1,246,585
Finance and Admin		\$2,203,690		\$2,203,690
Engineering		\$2,334,294		\$2,334,294
General		\$579,604		\$579,604
Maintenance		\$661,857		\$661,857
Subtotal Operating Costs	\$5,768,816	\$17,472,339	\$0	\$23,241,154
Subtotal Debt Service	\$0	\$0	\$7,392,758	\$7,392,758
Total Revenue Requirements	\$5,768,816	\$17,472,339	\$7,392,758	\$30,633,912
Less: Revenue Offsets				
Wheeling Revenue	\$730,000			\$730,000
Water Transfers		\$940,000		\$940,000
Interest Income		\$72,398		\$72,398
Grant Income		\$275,000		\$275,000
Other Revenue		\$400,000		\$400,000
Backflow Revenue		\$112,000		\$112,000
FireLine Revenues		\$962,000		\$962,000
Total Revenue Offsets	\$730,000	\$2,761,398	\$0	\$3,491,398
Less: Adjustments				
Adjustment for Cash Balance		(\$1,716,361)	(\$15,447,252)	(\$17,163,613)
Adjustment for Mid-Year Increase		(\$1,452,660)		(\$1,452,660)
Total Adjustments		(\$3,169,021)	(\$15,447,252)	(\$18,616,273)
Revenue Requirement from Rates	\$5,038,816	\$17,879,961	\$22,840,009	\$45,758,787

Capital Charge

Proposed Rate Design Adjustments

- Fixed charges for non-metered and metered equivalent
- Variable water usage charge: Maintain 2 tiers
 - › Tier 1: Adjust tier width to account for available groundwater per account = 15 Units
 - Actual usage in tier 1 is less than what's available
 - Remaining groundwater covers portion of Tier 2
 - › Tier 2: Any usage over 15 units
 - Includes cost for purchased water
- Multi-Family – Grouped as separate customer class
 - › To appropriately tier, need total units within each master meter
 - › Recommend blended uniform rate
- Non-Res: peak versus non-peak rates not necessary
 - › No unique industrial customers
 - › Most commercial accounts are typical urban related
 - › Recommend blended uniform rate



2019 Proposed Fixed Charges

(before conversions)

Meter / Connection Size	Metered	Non-Metered	Customer Service Charge	Meter Service Charge	Capital Facilities Charge	Proposed Charge
5/8"	2,174	-	\$5.22	\$5.38	\$20.59	\$31.19
3/4"	30,609	5,939	\$5.22	\$8.07	\$30.89	\$44.18
1"	3,927	20	\$5.22	\$13.45	\$51.48	\$70.15
1 1/2"	1,012	-	\$5.22	\$26.90	\$102.95	\$135.07
2"	1,403	-	\$5.22	\$43.04	\$164.72	\$212.98
3"	306	-	\$5.22	\$86.08	\$329.44	\$420.74
4"	104	-	\$5.22	\$134.50	\$514.75	\$654.47
6"	27	-	\$5.22	\$269.00	\$1,029.50	\$1,303.72
8"	4	-	\$5.22	\$484.20	\$1,853.10	\$2,342.52
10"	1	-	\$5.22	\$645.60	\$2,470.80	\$3,121.62
12"	-	-	\$5.22	\$907.88	\$3,474.56	\$4,387.66

Meter Conversions

Meter Size	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023
5/8"	-	-	-	-	-
3/4"	1,188	1,188	1,188	1,188	1,188
1"	4	4	4	4	4
1 1/2"	-	-	-	-	-
2"	-	-	-	-	-
3"	-	-	-	-	-
4"	-	-	-	-	-
6"	-	-	-	-	-
8"	-	-	-	-	-
10"	-	-	-	-	-
12"	-	-	-	-	-
Total Conversions	1,192	1,192	1,192	1,192	1,192



Proposed Fixed Charges

(after meter conversion)

Meter / Connection Size	2019 Proposed Fixed Charge	2020 Proposed Fixed Charge	2021 Proposed Fixed Charge	2022 Proposed Fixed Charge	2023 Proposed Fixed Charge
Conversion Rate (\$/ME)	\$ 0.03	\$ 0.06	\$ 0.10	\$ 0.14	\$ 0.18
5/8"	\$31.22	\$32.50	\$33.84	\$35.23	\$36.33
3/4"	\$44.22	\$46.04	\$47.93	\$49.91	\$51.47
1"	\$70.22	\$73.12	\$76.12	\$79.26	\$81.73
1 1/2"	\$135.22	\$140.79	\$146.58	\$152.63	\$157.39
2"	\$213.22	\$222.00	\$231.13	\$240.67	\$248.18
3"	\$421.22	\$438.57	\$456.62	\$475.47	\$490.31
4"	\$655.23	\$682.21	\$710.29	\$739.60	\$762.69
6"	\$1,305.23	\$1,358.99	\$1,414.93	\$1,473.32	\$1,519.32
8"	\$2,345.25	\$2,441.85	\$2,542.36	\$2,647.28	\$2,729.93
10"	\$3,125.25	\$3,253.98	\$3,387.92	\$3,527.74	\$3,637.88
12"	\$4,392.77	\$4,573.71	\$4,761.98	\$4,958.49	\$5,113.30



2019 Proposed Variable Rates

Customer Class	Proposed Tier Width	Water Supply Component	Base Component	Peak Component	Total Proposed Commodity Rate (\$ / ccf)	Current Rate (\$/ccf)
SFR						
Tier 1	0-15 ccf	\$0.24	\$0.35	\$0.29	\$0.88	\$0.94
Tier 2	>15 ccf	\$0.26	\$0.35	\$0.53	\$1.14	\$1.17
MFR	Uniform	\$0.57	\$0.35	\$0.30	\$1.22	\$0.95; \$1.18
Non-Res		\$0.59	\$0.35	\$0.37	\$1.31	\$0.95; \$1.18

Currently, MFR and Non-Residential have seasonal rates



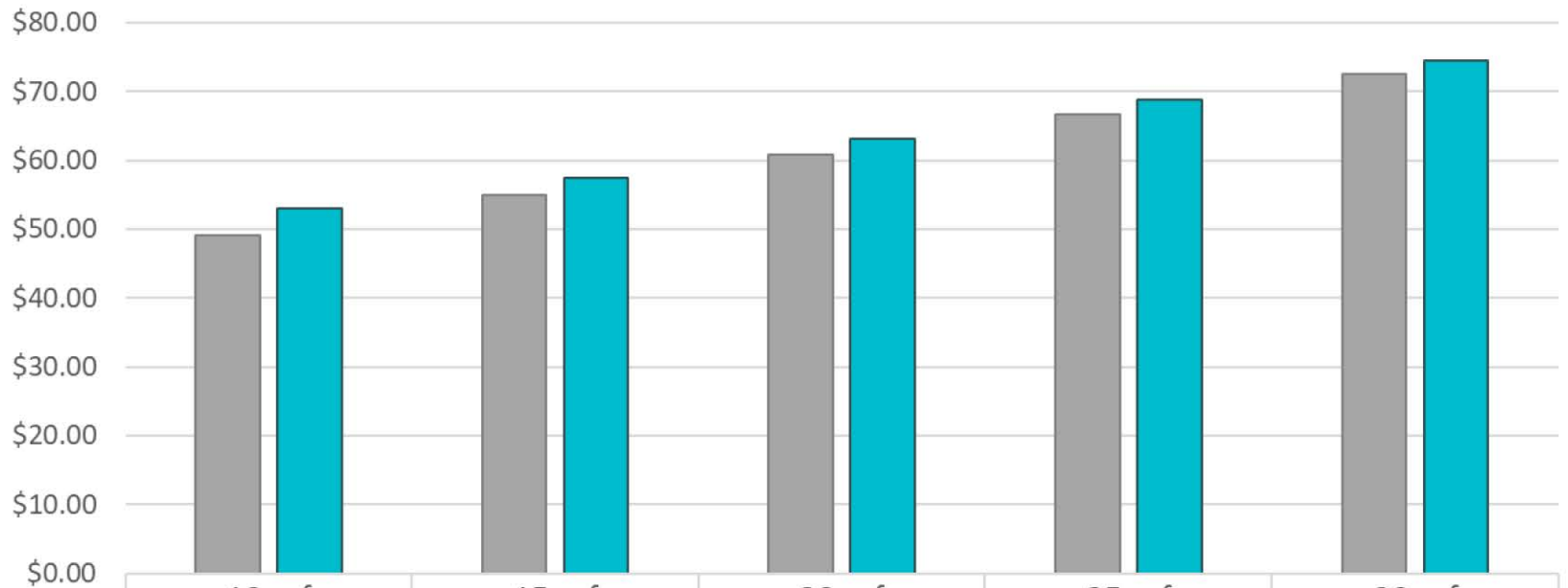
Proposed 5-Yr Variable Rates

Customer Class	Proposed Tier Width	2019 Proposed Variable Rates (\$/hcf)	2020 Proposed Variable Rates (\$/hcf)	2021 Proposed Variable Rates (\$/hcf)	2022 Proposed Variable Rates (\$/hcf)	2023 Proposed Variable Rates (\$/hcf)
SFR						
Tier 1	0-15 ccf	\$0.88	\$0.92	\$0.96	\$1.00	\$1.03
Tier 2	>15 ccf	\$1.14	\$1.19	\$1.24	\$1.29	\$1.33
MFR	Uniform	\$1.22	\$1.27	\$1.33	\$1.39	\$1.44
Non-Res		\$1.31	\$1.37	\$1.43	\$1.49	\$1.54



Customer Impact

SFR Customer Impact at Different Usage Levels - 3/4" Meter

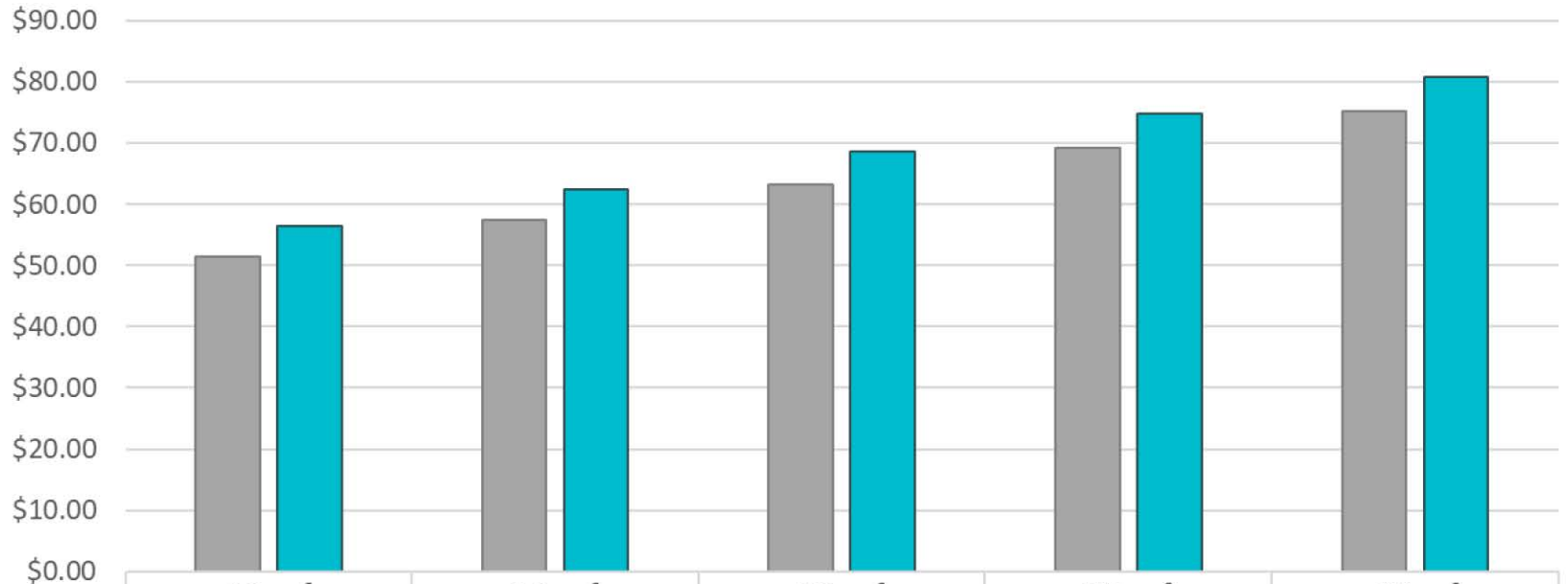


	10 ccf	15 ccf	20 ccf	25 ccf	30 ccf
Current Bill	\$49.11	\$54.96	\$60.81	\$66.66	\$72.51
Proposed Bill	\$53.02	\$57.42	\$63.12	\$68.82	\$74.52
Impact (\$)	\$3.91	\$2.46	\$2.31	\$2.16	\$2.01
Impact (%)	8.0%	4.5%	3.8%	3.2%	2.8%



Customer Impact

MFR Customer Impact at Different Usage Levels - 3/4" Meter

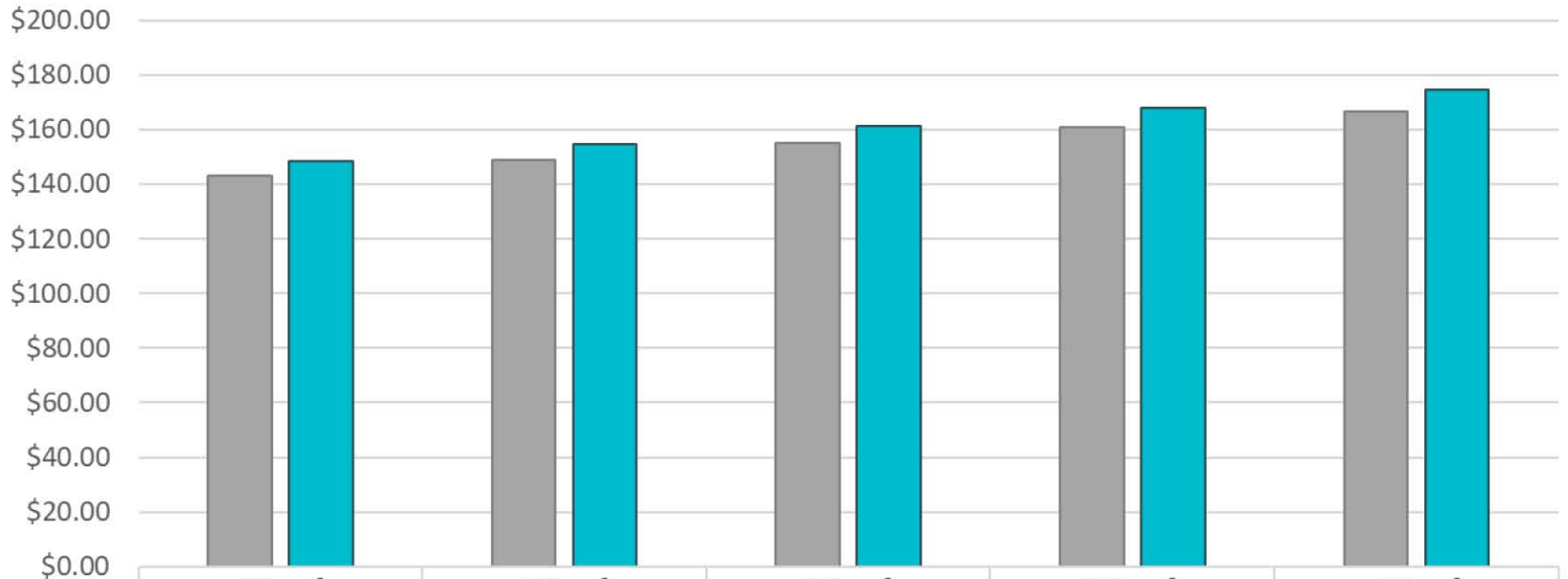


	10 ccf	15 ccf	20 ccf	25 ccf	30 ccf
Current Bill	\$51.51	\$57.41	\$63.31	\$69.21	\$75.11
Proposed Bill	\$56.42	\$62.52	\$68.62	\$74.72	\$80.82
Impact (\$)	\$4.91	\$5.11	\$5.31	\$5.51	\$5.71
Impact (%)	9.5%	8.9%	8.4%	8.0%	7.6%



Customer Impact

Non-Residential Customer Impact at Different Usage Levels - 1 1/2" Meter



	10 ccf	15 ccf	20 ccf	25 ccf	30 ccf
■ Current Bill	\$143.12	\$149.02	\$154.92	\$160.82	\$166.72
■ Proposed Bill	\$148.32	\$154.87	\$161.42	\$167.97	\$174.52
Impact (\$)	\$5.20	\$5.85	\$6.50	\$7.15	\$7.80
Impact (%)	3.6%	3.9%	4.2%	4.4%	4.7%



Thank you!

Contact: Habib Isaac
951 387 4352 / hisaac@raftelis.com

Andrea Boehling
951 387 4351 / aboehling@raftelis.com





Agenda Item: 6

Date: February 21, 2019

Subject: Communications Site Lease Agreement – Auburn Yard

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

Recommended Board Action:

Approve the attached draft *Communications Site Lease Agreement* (Attachment 1) and authorize the General Manager to execute the finalized agreement, pending legal counsel review.

Background:

Arcade Water District entered into the current lease on May 1, 1994, which has an initial term of 15 years and the option to extend for two (2) 5-year terms for a maximum period of 25 years. The current lease with Verizon Wireless is approaching the end of its final 5-year term, which expires on February 28, 2019. The current monthly rate is \$937.48.

Discussion:

This is a successor lease with American Tower Corporation (ATC) on behalf of Verizon Wireless for the same location in the District's Auburn Yard for continued operation of cellular communications equipment. The District has negotiated similar lease terms to the existing lease, but at a higher monthly rent and the addition of a one-time payment. The new lease is for an initial five-year term with the lessee's option of four (4) successive 5-year terms for a maximum duration of 25 years.

At the November 19, 2018, regular Board meeting, the Board authorized the General Manager to negotiate terms of a new lease with ATC, and then return the final contract to the Board for its approval. Final language is being negotiated; however, payments to the District have been agreed.

The District and ATC are working diligently to finalize the subject Agreement to present to the Board at the February 25, 2019, Board meeting.

Fiscal Impact:

Revenue to the District is to be in the amount of \$2,900 per month initially, with an increase of 3 to 5% per year based on an inflation index. Additional revenue will be a one-time payment to the District of \$80,000 due within 30 days of contract execution. Additional revenue would result if ATC acquires new tenants.

Strategic Plan Alignment:

Finance – 4.C. Combine sound and efficient business and financial procedures with regular, frequent reporting to the Board and oversight bodies that explain the District’s financial status and activities.

Generating revenue from communication site leases offsets expenses, which is a benefit to District operations and its customers.

Attachment:

1 – Draft Communications Site Lease Agreement

**SACRAMENTO SUBURBAN WATER DISTRICT
COMMUNICATIONS SITE LEASE AGREEMENT
(AMERICAN TOWER CO – AUBURN YARD SITE)**

This Communications Site Lease Agreement (“Agreement”) is made effective this _____, 2019 between the Sacramento Suburban Water District, a local public agency (“District”), and American Tower Corporation, a _____ (“Lessee”), who agree as follows:

1. Recitals. This Agreement is made with reference to the following background recitals:

1.1. District owns the real property described in the attached Exhibit A, commonly known as the Auburn Corporation Yard, Sacramento, California, and designated Sacramento County Assessor’s Parcel No. 254-0060-086 (“Property”).

1.2. Lessee is a provider of shared wireless communications infrastructure that desires to operate and maintain existing wireless communications facilities on a portion of the Property as part of its wireless communications network upon the February 28, 2019 termination of an existing lease that the District’s predecessor in interest, the Arcade Water District entered into with an entity known as the Sacramento-Valley Limited Partnership (current lessee, Verizon Wireless) on January 31, 1997.

1.3. In particular, Lessee desires to lease approximately 1,200 square feet of surface area on the Property as shown on the attached Exhibit B (the “Premises”). District is willing to lease the Premises to Lessee for Lessee’s proposed use, on and subject to the terms and conditions of this Agreement.

2. Lease. Subject to the terms and conditions set forth below, District leases to Lessee, and Lessee leases from District, the Premises for Lessee’s uses as described in this Agreement, together with the right of reasonable ingress and egress over other portions of the Property as necessary for Lessee’s access and provision of utilities to the Premises. Nothing in this Agreement permits Lessee to use any additional or other District property without District’s prior written approval and negotiation of mutually satisfactory additional rent and related lease terms.

3. Facilities and Use.

3.1. Lessee may use, operate and maintain on the Premises wireless communications structures, facilities and equipment, including tower structures, equipment shelters, meter boards, antennas, associated cabinets and poles, and related improvements and structures and uses incidental thereto (the “Lessee Facilities”). Lessee has the right to do all work necessary to maintain and operate the Premises for Lessee’s business operations. All of Lessee’s operations, maintenance and other work shall be performed at Lessee’s sole cost and in a good and workmanlike manner.

3.2. Lessee shall hold title to the Lessee Facilities. All of the Lessee Facilities shall remain Lessee’s personal property and are not fixtures.

3.3. Lessee may use the Premises for any activity in connection with the provision of shared wireless communications facilities. Lessee shall use the Premises strictly in accordance with the terms of this Agreement and solely for the purpose of constructing, installing, supplementing, using, operating, maintaining, repairing, replacing, and upgrading the Lessee Facilities.

3.4. Lessee's operations and use of the Premises shall be lawful and comply with all applicable federal, state and local laws, regulations, orders, and other legal requirements. Lessee, at its sole cost, shall obtain, maintain and comply with all necessary federal, state and local permits, licenses and other entitlements (including, but not limited to, County of Sacramento building permits and use permits) required for its use of the Premises. Lessee shall provide District with a current copy of the Federal Communications Commission license authorizing Lessee to operate the Lessee Facilities on the Premises. This Agreement shall not be construed as a waiver of any requirement, fee or procedure required to obtain any such entitlement or permit. District agrees to cooperate with Lessee, at Lessee's sole cost and expense, in applying for and obtaining all licenses, permits and any and all other necessary approvals that may be required for Lessee's intended use of the Premises.

3.5. Lessee shall not use or permit the Premises to be used for any purpose other than as described in this Agreement, without the prior written consent of District. Lessee shall not transact or allow to be transacted any offensive, dangerous, or illegal trade, business, occupation or activity at or in connection with the Premises.

3.6. Lessee shall use the Premises in a manner that is at all times subordinate to and consistent with District's use of the Property. In the event of an emergency in which Lessee's access would materially impair District's ability to remedy effects of an emergency, District shall have the right to bar access to the Premises for the duration of the emergency and any period reasonably necessary to remedy the effects of the emergency.

3.7. Lessee shall not operate or allow to be operated any machinery or apparatus on or near the Premises, the operation of which might cause damage or otherwise risk injury to the Property, public, or adjacent buildings.

3.8. Lessee shall maintain the Premises in good, safe, clean, attractive and sanitary condition and repair, including, but not limited to, regular pickup of debris on the Premises, removal of graffiti on Lessee Facilities, maintenance of the fence around the Premises, regular repainting of Lessee Facilities as may be appropriate to maintain a good appearance, and removal and control of weeds within the Premises.

4. Construction and Installation.

4.1. Lessee shall have the right to enter upon the Property to construct, install, repair, upgrade, replace, supplement, operate and maintain the Lessee Facilities on the Premises. For any construction or installation work that will result in a significant increase in the size of the existing equipment on the tower visible to the public or a significant increase in the circumference of the equipment on the tower, Lessee shall provide 60 days' advance written notice of the proposed change and plans and specifications for the proposed change to District for its review and approval. Lessee will not begin work prior to receiving written

approval from District. District will not unreasonably withhold, condition or delay its approval. In the event District reasonably objects to all or a portion of Lessee's proposed plans, District shall provide Lessee notice of its objections, and Lessee shall make all commercially reasonable adjustments to its proposed plans to accommodate District's concerns. Lessee shall provide written notice to District within a reasonable time for all other work not subject to advance District review and approval.

4.2. All construction and improvement work shall be performed in a good and workmanlike manner, and shall comply with all applicable federal, state and local laws, codes and building and other permit requirements. Lessee shall keep the Premises and Property free and clear from any and all liens, stop notices, claims and demands for work performed, materials furnished, or operations conducted on the Premises. Lessee shall indemnify and hold District and the Property free, clear and harmless from any claims, liens, demands, charges, encumbrances or litigation arising directly or indirectly out of any use, occupancy or activity of Lessee, or out of any work performed, material furnished, or obligations incurred by Lessee, in, upon, about or otherwise in connection with the Premises.

4.3. Lessee will not install or construct any new, expanded, improved or replacement equipment, structure or facility on the Premises if it would result in a substantial increase in the size of the Lessee Facilities. A "substantial increase" in the size of the Lessee Facilities would occur under one or more of the following circumstances: (a) more than two new equipment cabinets would be added to the Premises; (b) an additional structure would be constructed, installed, or placed on the surface of the Premises; (c) the width of the Lessee Facilities would be increased by more than five feet in any direction from the edge of the current facilities; or (d) any excavation or installation would occur outside the Premises. If the proposed new, expanded, improved or replacement work would result in a substantial increase in the size of the Lessee Facilities, then approval of the work would require a renegotiation and amendment of this Agreement before Lessee may make any such change.

5. Term.

5.1. The term of this Agreement shall be five years commencing on _____, 2019 ("Commencement Date"), and terminating on the fifth anniversary of the Commencement Date (the "Term"). Lessee shall have the right to extend the Term for up to four successive five-year periods (the "Renewal Terms") on the same terms and conditions as set forth in this Agreement by giving written notice of extension to District prior to the end of the then-current Term or Renewal Term. In the event Lessee holds over and continues in possession of the Premises after expiration of the final Renewal Term, Lessee's continued occupancy of the Premises will be considered a month-to-month tenancy subject to all of the terms and conditions of this Agreement.

5.2. Upon expiration or earlier termination of this Agreement, Lessee at its cost will promptly: (a) surrender and deliver the Premises to District in as good condition as it was in at the commencement of the Agreement, excepting ordinary wear and tear; and (b) remove all Lessee Facilities and any other Lessee-owned or installed structures, equipment, material and other property from the Premises. Lessee also agrees to repair any damage to the Premises or Property caused by such removal. Should Lessee fail to remove the Lessee

Facilities from the Premises within 60 days following the expiration or termination, District may remove and store the Lessee Facilities at Lessee's sole cost. If Lessee does not claim the Lessee Facilities, and provided that District has given Lessee and any third party financing entity disclosed to District with written notice given prior to Agreement termination or expiration, the Lessee Facilities shall be deemed abandoned. Lessee shall post a \$30,000.00 surety bond to secure the timely removal of the Lessee Facilities. The surety bond shall remain in effect until six months following expiration or termination of this Agreement or until completion of Lessee's obligations under this section, whichever occurs last. The provisions of this section shall survive the expiration or termination of this Agreement.

6. Rent.

6.1. Lessee will pay rent to District ("Rent") on or before the Commencement Date and on the first day of each subsequent month for the duration of this Agreement. Rent shall be payable to District at 3701 Marconi Avenue, Suite 100, Sacramento, California 95821. For the first year of the Term, Lessee shall pay Rent in the amount of \$2,900.00 per month. Thereafter, Rent shall be increased on each anniversary of the Commencement Date during the Term and Renewal Terms by an amount equal to the greater of three percent (3%) or the percent change for the previous year in the Consumer Price Index for All Urban Consumers for the west urban area, as reported by the U.S. Bureau of Labor Statistics, with such amount to be capped at five percent (5%).

6.2. Rent payments made after the tenth day of any month shall be considered delinquent, and shall accrue interest at the rate of ten percent per annum on the delinquent amount. If the tenth day of the month is on a Saturday, Sunday or District holiday, then the payment shall not be deemed delinquent if received by District on the next business day.

6.3. Prior to the commencement of the second Renewal Term, District shall have the option to obtain an independent valuation of the Premises to determine an appropriate rent amount (the "Appraisal Option"). In the event District exercises the Appraisal Option, an appraisal of the Premises shall be made by a professional independent real estate appraiser selected by District, at District's sole cost. District may, in its discretion, elect to make use of the appraised value as the new Rent, in lieu of the annual Rent adjustment that would otherwise take effect pursuant to Section 6.1. In no event shall the monthly Rent increase more than ten percent (10%) of the most recent Rent amount.

6.4. Upon execution of this Agreement and at such other times as may be reasonably requested by Lessee, District agrees to provide Lessee with a completed IRS Form W-9, or its equivalent. In the event ownership of the Premises is transferred by District, the succeeding owner shall have a duty at the time of such transfer to provide Lessee with a completed IRS Form W-9, or its equivalent, and other related paperwork to effect a transfer in rent to the new owner.

7. One-Time Lease Administration Fee. In further consideration for this Agreement, and upon its execution, Lessee shall make a single payment of \$80,000.00 to District to

offset District's staff time and administrative costs of preparing and entering into this Agreement.

8. Subleasing and Collocation.

8.1. Lessee may sublease the Premises, which includes a collocation agreement, on and subject to the provisions of this section. Any sublease requires the prior written consent of District. Prior to entering into any sublease, Lessee will deliver written notice to District describing its intention to sublease an interest in the Premises under this Agreement, the proposed sublessee and sublease terms, and proposed new equipment or additions to the Lessee Facilities, if any. District will not unreasonably withhold, condition or delay consent to a proposed sublease the Premises. Any sublease will be subject to the terms, conditions and limitations of this Agreement. Upon an approved sublease, Lessee will remain liable for the sublessee's compliance with and performance under this Agreement.

8.2. Lessee may sublease the Premises only if it will not result in a substantial increase in the size of the Lessee Facilities as described in this Agreement. A "substantial increase" in the size of the Lessee Facilities would occur under one or more of the circumstances described in section 4.3. If the sublease would result in a substantial increase in the size of the Lessee Facilities, then approval of the proposed use would require a renegotiation and amendment of this Agreement before Lessee may make any such change.

8.3. If, after full execution of this Agreement, Lessee enters into any future sublease or license with a subtenant or licensee not already a subtenant or licensee on the Premises (each a "Future Broadband Sublease"), Lessee agrees to pay to District fifty percent (50%) of the rental, license or similar payments actually received by Lessee from such Future Broadband Sublease, excluding any reimbursement of taxes, construction costs, installation costs, revenue share reimbursement or other expenses incurred by Lessee ("Future Broadband Sublease Fee") within 30 days after receipt of said payments by Lessee. If any Future Broadband Sublease expires or terminates for any reason, Lessee shall no longer be obligated to pay a Future Broadband Sublease Fee for such Future Broadband Sublease. Lessee shall have no obligation for payment to District of a Future Broadband Sublease Fee if not actually received by Lessee. Subject to sections 8.1 and 8.2, Lessee shall have sole discretion as to whether, and on what terms, to sublease, license or otherwise allow occupancy of the Premises and there shall be no express or implied obligation of Lessee to do so. Notwithstanding anything in this subsection to the contrary, District shall not be entitled to a Future Broadband Sublease Fee for any sublease or license to any subtenant of Lessee or any successors and/or assignees of such subtenant who executed a sublease or license prior to the effective date of this Agreement. Once per calendar year, District may submit a written request to Lessee for a business summary report pertaining to Lessee's Future Broadband Sublease Fee revenue for the prior 12 month period, and Lessee shall provide such written accounting to District within 60 days after Lessee's receipt of such written request. District and its employees, accountants, attorneys and agents may review, inspect and copy these reports. If Lessee deems these reports to constitute confidential or trade secret information, it shall so label the reports and advise the District of such claim when the reports are transmitted. If Lessee asserts such a claim, District shall keep all such information confidential unless required by law to release it.

8.4. District acknowledges that the current amount of ground space leased to Lessee may be insufficient to permit Lessee to sublease and permit co-locations on the Premises. Subject to Sections 4.3 and 8.2 and other applicable terms of this Agreement, District will, upon Lessee's request, work with Lessee to identify and provide additional ground space on the Property to permit a sublessee to install and operate co-located wireless communications facilities on the Premises.

9. Utilities; Access and Posting.

9.1. Lessee shall pay for the electricity it consumes in its operations at the rate charged and separately billed by the servicing utility company. Any electrical upgrade necessary for Lessee's enjoyment of the Premises shall be at Lessee's sole cost and expense. Lessee may obtain separate utility services from any utility company that is legally authorized to provide service to the Premises (including a standby power generator for Lessee's exclusive use, if approved and permitted by the governing local jurisdiction). District agrees to sign such documents as may be required by such utility company to provide service to the Premises, including a grant of easement in, over, across or through the Property that might be required by a servicing utility company to provide utility services to Lessee. Any easement necessary for such power or other utilities shall be granted by District, at no cost to Lessee, and shall be located in an area of the Property acceptable to District and the servicing utility company.

9.2. Lessee and Lessee's employees and contractors shall have access to the Premises at no charge 24 hours per day, seven days per week. District grants to Lessee, and its employees and contractors, a non-exclusive right and easement for pedestrian and vehicular ingress and egress across that portion of the Property described in Exhibit B. Lessee will repair or otherwise remedy any damage to the access road caused by use of such access by Lessee or its employees, officers, guests, contractors or agents.

9.3. Immediately upon taking possession of the Premises, Lessee shall post a sign or placard upon the fence around the Lessee Facilities that is clearly visible from the exterior of the Premises. The sign or placard shall be labeled with Lessee's business name, the name of the managing company responsible for the care and maintenance of the Premises, if any, a site identification code, and contact information for Lessee or Lessee's agent in the event of an emergency. A transfer of interest in this Agreement to any successor, subtenant or assignee shall require a change in the Lessee Facilities identification sign or placard within 30 days of such transfer.

10. Interference.

10.1. Lessee acknowledges that there are other electronic devices, including wireless communications systems, on the Property. Lessee shall operate the Premises and Lessee Facilities in a manner that does not interfere with any other lessees' uses of the Property. Such interference shall be deemed a material breach by Lessee. In the event interference occurs, Lessee agrees to take all reasonable steps necessary to eliminate such interference within a reasonable time period. In the event Lessee fails to comply with this section, District may terminate this Agreement or pursue other remedies available under this Agreement or by law.

10.2. District shall not permit new lessees or licensees to install equipment on the Property if such equipment is likely to cause interference with Lessee's operations. Such interference shall be deemed a material breach by District. In the event interference occurs, District agrees to take all reasonable steps necessary to eliminate such interference within a reasonable time period. In the event District fails to comply with this section, Lessee may terminate this Agreement or pursue other remedies available under this Agreement or by law.

11. Fees and Taxes. Lessee will pay, and hold District and the Property free and harmless from, all of the following: (a) charges and assessments for water, gas, electricity, telephone, and all other utilities and services of any kind that may be provided to the Premises; (b) taxes, assessments and other charges levied or imposed by any governmental entity on the structures, equipment, material, and other property placed or used by Lessee in, on or about the Premises; (c) real property taxes, assessments and standby charges levied or assessed against the Premises or Property by a governmental entity as a result of Lessee's use of the Premises, including taxes on any taxable possessory interest created by this Agreement; and (d) any other fees or charges levied or imposed by a federal, state or local government agency, utility company or service provider as a result of Lessee's use of the Premises. All such fees, charges, taxes and assessments will be paid as they become due and payable, but in any event before they become delinquent.

12. Waiver of District's Lien.

12.1. District waives any lien rights it may have concerning the Lessee Facilities, which are deemed Lessee's personal property and not fixtures, and Lessee has the right to remove the same at any time without District's consent.

12.2. District acknowledges that Lessee may enter into a financing arrangement including promissory notes and financial security agreements for the financing of the Lessee Facilities (the "Collateral") with a third party financing entity. In connection therewith, District: (a) consents to the installation of the Collateral consistent with the terms of this Agreement; (b) disclaims any interest in the Collateral, as fixtures or otherwise; and (c) agrees that the Collateral shall be exempt from execution, foreclosure, sale, levy, attachment, or distress for any Rent due or to become due and that such Collateral may be removed at any time without recourse to legal proceedings.

13. Termination. This Agreement may be terminated prior to expiration on 30 days' prior written notice as follows:

13.1. By District for a Lessee default under Section 20.

13.2. By Lessee upon a breach or default of any covenant or term of the Agreement by District, which breach or default is not cured within 30 days after receipt of written notice of breach or default.

13.3. By either party if Lessee does not obtain or maintain any license, permit or the approval necessary for the construction and operation of the Lessee Facilities.

13.4. By Lessee if Lessee is unable to occupy and utilize the Premises due to an action by the Federal Communications Commission, including without limitation, a take back of channels or change in frequencies.

13.5. By Lessee if Lessee determines that the Premises are not appropriate for its operations for economic or technological reasons, including, without limitation, signal interference as provided in Section 10 of this Agreement.

Should this Agreement be terminated for any reason, Lessee shall pay all Rent due up to the effective date of the termination.

14. Condemnation. If at any time during the term of this Agreement, title and possession of the Premises or Property are taken under the power of eminent domain by any public or quasi-public agency or entity, District will notify Lessee of the proposed taking within five days of receiving said notice and Lessee will have the option to: (a) declare this Agreement null and void and thereafter neither party will have any liability or obligation hereunder; or (b) remain in possession of that portion of the Premises and easements that will not be taken, in which event there shall be an equitable adjustment in Rent on account of the portion of the Premises and easements so taken. With either option, Lessee shall have the right to contest the taking and directly pursue an award.

15. Insurance.

15.1. Lessee, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance: (a) commercial general liability coverage at least as broad as ISO CG 0001 with limits of \$2,000,000 per occurrence and \$5,000,000 aggregate, which may be met by a combination of primary and excess or umbrella insurance; (b) automobile liability at least as broad as ISO CA 0001, code 1 (any auto) with limits of \$2,000,000 per accident; (c) workers' compensation as required by law; (d) employers' liability with limits of \$1,000,000 per accident; and (e) property and casualty insurance covering full replacement cost of Lessee's Facilities.

15.2. The general and automobile liability policies shall be endorsed to name District, its officers, employees, volunteers and agents as additional insureds regarding all liability arising out of or connected to this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to District, its officers, officials, employees, agents or volunteers. The additional insured coverage or endorsement shall comply with California Insurance Code section 11580.04.

15.3. Lessee's coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of each insurer's liability. District's insurance or self-insurance, if any, shall be excess to and shall not contribute with Lessee's insurance. Lessee shall provide 30 days' prior written notice to District in the event that insurance policy coverage is canceled for any reason other than non-payment of premium, in which case the Lessee will provide written notice within 10 days upon receipt of any such notice.

15.4. Insurance is to be placed with insurers admitted by and in good standing with the California Department of Insurance with a current A.M. Best's rating of A:VII or better unless otherwise acceptable to District. Upon request, Lessee shall provide to District the following proof of insurance: (a) certificates of insurance evidencing this insurance; and (b) endorsements on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf the insurer, and certifying the additional insured coverage.

15.5. The requirements as to the types, limits, and District's approval of insurance coverage to be maintained by Lessee are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Lessee under this Agreement.

16. Liability and Indemnity.

16.1. Lessee shall protect, hold harmless, indemnify and defend District, and its directors, officers, agents and employees, from and against any and all suits, actions, judgments, legal or administrative proceedings, arbitrations, claims, demands, causes of action, damages, liabilities, interest, attorneys' fees, fines, penalties, losses, costs or expenses of whatsoever kind or nature (collectively, "Claims"), arising out of or in connection with: (a) operations or performance under this Agreement by Lessee or its officers, directors, employees, independent Lessees, agents, guests, invitees or lenders; (b) any injury to or the death of any person or any damage to property, if such injury, death or damage arises out of or is attributable to or results from the acts or omissions of Lessee or its directors, officers, employees, independent Lessees, lenders, guests, invitees or agents, including without limitation, the use, occupancy or enjoyment of the Premises by Lessee or any work, activity or other things allowed or suffered by Lessee or Lessee's directors, officers, employees, independent Lessees, lenders, guests, invitees or agents on the Premises or Property; or (c) any new or amended federal, state or local law or regulation directly relating to the existence, maintenance or operation of the Premises and imposing or causing costs or expenses to comply with or implement the new or amended law or regulation, except to the extent that such Claims are caused by the negligent acts or willful misconduct of District, or its directors, officers, agents, or employees.

16.2. Lessee will assume responsibility for, indemnify District against, and pay any fines or penalties levied on Lessee or District by any federal, state or local government agency as a result of Lessee's violation of any environmental, workplace safety or other law or regulation in connection with its use of the Premises.

16.3. Neither the expiration or earlier termination of this Agreement nor completion of the acts to be performed under this Agreement shall release Lessee from its obligation to indemnify, as to any Claim, so long as the event upon which the Claim is predicated will have occurred prior to the effective date of any such expiration or earlier termination or completion and arose out of or was in any way connected with performance or operations under this Agreement by Lessee, its directors, officers, employees, contractors, guests, invitees or agents, or any one of them.

17. Assignment. Except for an assignment or transfer to a subsidiary, parent, affiliate or successor legal entity acquiring all or substantially all of Lessee's business and assets,

Lessee may not assign or transfer this Agreement or any right or duty under it without the prior express written approval of District. District may condition any such approval on proof of the financial responsibility and experience of a proposed assignee to undertake and perform the duties and responsibilities of Lessee under this Agreement. District will not unreasonably withhold, condition or delay approval of a request to assign this Agreement. Notwithstanding anything to the contrary in this Agreement, Lessee may assign, mortgage, pledge, hypothecate or otherwise transfer without notice or consent its interest in this Agreement to any bank or other financing entity or its agent to whom Lessee has: (a) obligations for borrowed money or in respect of related guaranties, (b) obligations evidenced by bonds, debentures, notes or similar instruments, or (c) obligations under or with respect to letters of credit, bankers acceptances and similar facilities or in respect of related guaranties.

18. Risk of Loss; Damage or Destruction to Lessee Facilities. Lessee shall bear all risk of loss to the Lessee Facilities and Premises, including any structures, fixtures, furnishings, equipment and improvements installed, furnished or placed on the Premises by Lessee. Lessee shall promptly repair any damage to the Premises or Property resulting from use of the Premises by Lessee or Lessee's employees, agents, contractors, guests or invitees. In the event of any destruction or major damage to the Lessee Facilities, Lessee will have the option in its sole discretion and at its sole cost and expense to either (a) repair, rebuild and restore the Lessee Facilities to substantially the same condition as it was in prior to the destruction or damage (subject to Section 4), or (b) terminate this Agreement by giving written notice of termination to District.

19. Hazardous Substances.

19.1. Lessee agrees that it will not, and that it will not permit any of its employees, contractors or agents to, treat, use, store, dispose, release, handle or otherwise manage any Hazardous Material on the Premises, except as done in connection with the operation, maintenance, construction or repair of the Premises or in the ordinary course of the use of the Premises and in compliance with all applicable federal, state and local laws and regulations.

19.2. In the event of any release or spill of any Hazardous Material in or around the Premises, or receipt of any notice, demand, claim or order received by Lessee from any governmental agency pertaining to Hazardous Material that may affect the Premises, Lessee within five days of such occurrence (or immediately in case of imminent threat of injury to life or property) will notify District about the occurrence.

19.3. Lessee agrees to hold harmless, defend and indemnify District and its officers, employees, and agents from and against any and all liability, loss, damage, expense, penalties and costs (including attorney fees, investigation costs and litigation costs from the first notice of any claim or demand) of every nature arising out of or in connection with (a) Lessee's breach or violation of any covenant or prohibition in this Agreement concerning Hazardous Material, or (b) the activities, acts or omissions of Lessee, its employees, contractors or agents relating to the handling, storage, use or release of any Hazardous Material on or affecting the Premises, whether such condition, liability, loss, damage, cost, penalty, fine or expense is discovered before or after the termination of this Agreement.

This indemnification supplements and in no way limits the scope of the general indemnification set forth in Section 16 of this Agreement. This indemnification provision shall survive the termination of this Agreement for any occurrence or event occurring prior to the termination.

19.4. "Hazardous Material" means any (a) substance or material defined as or included in the definition of "hazardous substances," "hazardous wastes," "hazardous materials," "extremely hazardous waste," "acutely hazardous waste," "restricted hazardous waste," "toxic substances" or "known to cause cancer or reproductive toxicity" (or words of similar import) in any federal or state statute or regulation, (b) oil, gasoline, or other petroleum product, (c) explosive material, or (d) any other chemical substance or material that is prohibited, limited or regulated under any federal, state or local law, ordinance, regulation, order, permit, or license regulating, relating to or imposing liability or standards concerning materials or substances known or suspected to be toxic or hazardous to health, safety, or the environment.

20. Default by Lessee.

20.1. Events of Default. The following events constitute an event of default by Lessee under this Agreement:

(A) Failure by Lessee to pay Rent to District when due and payable under this Agreement;

(B) Failure by Lessee to comply with or perform any other obligation, covenant or condition on its part to be complied with or performed under this Agreement for a period of 30 days after written notice specifying such failure and requesting that it be remedied has been given to Lessee by District, except, however, that if the Lessee reasonably notifies District that in its reasonable opinion the failure stated in the notice can be corrected, but not within the 30-day cure period, such failure will not constitute an event of default if the Lessee commences to cure such failure within the 30-day period and thereafter diligently and in good faith cures the failure in a reasonable period of time; or

(C) The insolvency of Lessee as determined under the U.S. Bankruptcy Code or any similar state law relating to bankruptcy, insolvency, rights and remedies of creditors, appointment of receivers or the liquidation of companies that are unable to pay their debts when due (collectively "Bankruptcy Law"); the filing by Lessee of a petition of bankruptcy or a petition to reorganize under a Bankruptcy Law; the consenting of Lessee to the filing of any bankruptcy or reorganization petition against it under a Bankruptcy Law; the filing against Lessee of a petition to reorganize it, pursuant to a Bankruptcy Law, which petition is not discharged or dismissed within 90 days after its filing; or, the issuance of a court order appointing a receiver, liquidator, custodian or trustee of the Lessee or of a major part of the Lessee's property.

20.2. Remedies on Default. If an event of default occurs, District has the right, at its option and without any further demand or notice, to take any one or more of the following actions:

(A) Continue the Agreement in effect and pursue appropriate breach of contract remedies.

(B) Terminate the Agreement and Lessee's right to possession of the Premises by written notice to Lessee and pursue other appropriate remedies against Lessee.

(C) Take whatever action at law or in equity may appear necessary or desirable to collect the sums due or enforce compliance with and performance of any obligation, covenant or condition of the Lessee under this Agreement.

21. General Provisions.

21.1. Entire Agreement. The parties intend this document to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the subject matter of this document. This Agreement supersedes all prior oral or written negotiations, representations, contracts (including those contracts listed in Section 1.2) or other documents that may be related to the subject matter of this Agreement, except those other documents that may be expressly referenced in this Agreement.

21.2. Construction and Interpretation. The parties agree and 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.

21.3. Waiver. The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this Agreement will not be deemed a waiver with respect to any subsequent default or matter. No payment by Lessee to District will be considered or construed to be a waiver of any breach or default.

21.4. Remedies Not Exclusive. The remedies provided in this Agreement are cumulative and not exclusive, and are in addition to any other remedies that may be provided by law or equity. A party's exercise of any remedy under this Agreement will not prejudice or affect the enforcement of any other remedy.

21.5. Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, so long as the rights and obligations of the parties are not materially and adversely affected.

21.6. Amendment. This Agreement may be modified or amended only by a later writing approved and signed by all parties. Amendment by District requires approval by its Board of Directors at a public meeting.

21.7. Governing Law and Venue. This Agreement will be interpreted, governed by, and construed under the laws of the State of California, without giving effect to any conflict of law principles. The County of Sacramento will be the venue for any state court litigation

and the Eastern District of California will be the venue for any federal court litigation concerning the enforcement or construction of this Agreement.

21.8. Memorandum of Lease; Title Insurance. District acknowledges that Lessee may record a Memorandum of Lease in the official records of Sacramento County after execution of this Agreement, which shall be in the form of Exhibit C attached to this Agreement. Lessee, at its sole cost, may obtain title insurance on its interest in the Property. District shall cooperate with Lessee by executing any reasonable documentation required by the title insurance company.

21.9. Notices. Any notice, demand, invoice or other communication required or permitted to be given under this Agreement must be in writing and delivered: (a) in person, (b) by prepaid, first class U.S. mail, or (c) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt. Such notices, etc. shall be addressed as follows:

District:	Lessee:
Sacramento Suburban Water District	American Tower Corporation
Attn: General Manager	_____
3701 Marconi Avenue, Suite 100	_____
Sacramento, CA 95821	_____

Notice given as above will be deemed given: (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, or (c) on the date of delivery as shown on the overnight courier service receipt. Any party may change its contact information by notifying the other party of the change in the manner provided above.

SACRAMENTO SUBURBAN WATER DISTRICT:

By: _____
Daniel R. York
General Manager

LESSEE:

By: _____
[Name]
[Title]

EXHIBIT A

DESCRIPTION OF DISTRICT'S REAL PROPERTY

District's Property, a portion of which constitutes the Premises described in the Agreement, is described as follows:

DRAFT

EXHIBIT B

DESCRIPTION OF PREMISES

The Premises consist of those specific areas described or shown below. The Premises and the associated utility connections and access, including easements, ways of ingress and egress, dimensions, and locations as described or shown, are approximate only and may be adjusted or changed by Lessee, upon prior written approval by District, to reasonably accommodate sound engineering criteria and the physical features of District's Property.

DRAFT

EXHIBIT C

FORM OF MEMORANDUM OF COMMUNICATIONS SITE LEASE AGREEMENT

RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO:

[Insert lessee's name and address]

--SPACE ABOVE THIS LINE FOR RECORDER'S USE--

MEMORANDUM OF COMMUNICATIONS SITE LEASE AGREEMENT

This Memorandum of Communications Site Lease Agreement is entered into on this ____ day of _____, 201_, by and between Sacramento Suburban Water District, a local public agency ("District") and American Tower Corporation, a _____ ("Lessee").

- 1. District and Lessee entered into a Communications Site Lease Agreement ("Agreement") on _____, 201_, for the purpose of permitting Lessee to install, operate, maintain, and replace specified wireless communications facilities, equipment and other improvements. All of the foregoing is set forth in full in the Agreement.
- 2. The term of the Agreement is for five years commencing upon the first day of _____, 2019 and expiring on _____, 2024. The Agreement contains a provision for automatic renewal for up to four successive five-year terms.
- 3. The Property that is the subject of the Agreement is described in the attached Exhibit A and the portion of the Property being used by Lessee (the "Premises") is described in the attached Exhibit B.

SACRAMENTO SUBURBAN WATER DISTRICT

LESSEE

By: _____ Daniel R. York General Manager

By: _____ [name] _____ [title]

CERTIFICATE OF ACKNOWLEDGMENT BY NOTARY PUBLIC
[California Civil Code § 1189]

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____)

On _____, 20____ before me, _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)



Agenda Item: 7

Date: February 21, 2019

Subject: General Manager Employment Agreement – Dan York

Staff Contact: Dan York, General Manager

Recommended Board Action:

Authorize President Jones to execute the amended Employment Agreement (Attachment 1) with Dan York, General Manager.

Discussion:

Following completion of the General Manager's performance evaluation, the Board of Directors met in closed session to provide direction for labor negotiations. As a result of those negotiations, the attached Employment Contract is presented for Board consideration.

Proposed changes to the agreement include:

- The Employment Agreement with General Manager effective date changed from January 28, 2019, to February 1, 2019.
- The Section titled "Term: The initial term of this Agreement shall be for 2 years ending on December 31, 2019, unless earlier terminated by either party in accordance with Section 8 of this Agreement. The parties may mutually agree to renegotiate or extend the term of this contract at any time, in accordance with Section 14 of this Agreement," has been deleted.
- The section under "Compensation: During the term of this Agreement, Mr. York will be paid a salary in the amount of \$165,000," has changed to \$173,250.
- The section under "Compensation: During this Agreement's term, Mr. York will not be entitled to cash out any General Manager's vacation leave time unless first approved by the Board. It is the Board's policy that the General Manager should use his leave time each year to rest and rejuvenate, to maintain the highest possible performance," has been deleted.
- The section titled "Report Date: Mr. York will use his best efforts to report to the District and assume his duties as General Manager as soon as possible, but in no case later than January 1, 2018," has been deleted.

Fiscal Impact:

Included in the approved labor budget.

Strategic Plan Alignment:

Customer Service – 3.B. Attract and retain a well-qualified staff with adequate compensation, effective training, and professional development.

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

This Amended and Restated Employment Agreement with General Manager (“Agreement”) is entered into and made effective as of February 1, 2019, by and between Sacramento Suburban Water District, a public agency (“District”), and Daniel R. York, an individual (“Mr. York”), who agree as follows:

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

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

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

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

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

a. During the term of this Agreement, Mr. York will be paid a salary in the amount of \$173,250 per year ("Base Salary"). The District will pay Mr. York his Base Salary in accordance with the pay periods established for all District employees.

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

c. Mr. York will be entitled to 240 hours per year of General Manager's vacation leave, but will not be entitled to any overtime pay or other compensatory time off benefits.

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

e. Mr. York will be entitled to be reimbursed for the reasonable amount of his actual and necessary expenses incurred in carrying out his duties as General Manager. Such reimbursements include mileage payments for the use of Mr. York's personal car in the course of official District business payable at the current IRS Standard Mileage Rates, to the extent that his expenses have been properly documented in conformance with the District Employee Handbook and policies, and the Internal Revenue Service's requirements for an Accountable Plan. Reimbursement for travel-related expenses incurred by Mr. York as General Manager for travel outside of California will require the prior approval of the Board of Directors.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SACRAMENTO SUBURBAN
WATER DISTRICT

MR. YORK:

By: _____
President, Board of Directors

By: _____
Daniel R. York

Attest:



Agenda Item: 8

Date: February 21, 2019

Subject: General Manager's Report

Staff Contact: Dan York, General Manager

a. Fixed Network Update

In 2017, Mueller Systems (Mueller) acquired KP Electronics' (KP) Advanced Metering Infrastructure (AMI) Meganet technology and assumed all of KP's activities with the District including sales, service, and support. Since acquisition, the business relationship with Mueller has been less than favorable due to Mueller's refusal to honor the District's original purchase agreement. After review from the District's legal counsel on the validity of the agreement, and Mueller's legal counsel's review of their liability, a compromise could not be reached. On January 31, 2019, Mueller ceased all support of the District's AMI system.

The District has approximately 27,000 Meganet endpoints deployed in the system and 27 collectors. To keep the system running without Mueller support, it was necessary for District staff to replace the modems and cellular sim cards at each collector site to keep the system from going "dark" due to a lack of communications between the collectors and the District office. From this point forward, the District's Information Technology staff has assumed all technical aspects of the system up to and including, Master Control Management software troubleshooting, network collector remote access troubleshooting, collector software maintenance, and computer repairs. Due to staff's lack of hands-on experience maintaining the software, and the lack of access to current or upgraded versions of software, this is a temporary solution. Staff has selected a new AMI vendor, finalized pricing negotiations, and will be submitting a recommendation at the March/April regular Board meeting.

b. Water Transfer Update

At the regular Board meeting on January 28, 2019, there were questions about the District's groundwater pumping costs. Staff reported the pumping costs were between \$45 - \$65 per acre foot during transfers in years past. However, there was confusion regarding the cost of surface or groundwater. The cost per acre-foot that was mentioned by staff was for administrative and legal fees paid by SSWD for the transfer. As was presented in the 2019 Budget, the cost to produce one acre foot of groundwater in the North Service Area is \$117.12, which includes electricity, chemicals, and fees for Sacramento Groundwater Authority. The cost to produce one acre foot of groundwater in the South Service Area is \$136.51, which includes the above mentioned cost, but also costs for fluoride. When considering the revenue potential for the District, staff will account for both, the costs paid by SSWD for the transfer and the groundwater pumping costs.

REGIONAL WATER AUTHORITY SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, February 15, 2019, 11:30 a.m.

5620 Birdcage Street, Suite 110

Citrus Heights, CA 95610

(916) 967-7692

AGENDA

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. 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 Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

1. CALL TO ORDER AND ROLL CALL

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

3. EXECUTIVE DIRECTOR RECRUITMENT PROCESS AND SCHEDULE

Information Presentation and Discussion

4. a. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(F) AND 54957.6. CONFERENCE WITH LABOR NEGOTIATORS

Designated Representatives: Directors Schubert and Schmitz

Unrepresented Employee: Manager of Technical Services

b. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT

Title: Interim Executive Director

5. REPORTS FROM CLOSED SESSIONS

6. INTERIM EXECUTIVE DIRECTOR APPOINTMENT

Information Presentation: John Woodling, Executive Director

Action: Appoint Robert J. Swartz as Interim Executive Director for a period beginning March 1, 2019 until a new permanent Executive Director begins work or June 30, 2019, whichever comes first.

Action: Approve a pay scale of \$16,704 per month for the position of Interim Executive Director and update Exhibit A of Policy 400.2, Employee Compensation accordingly

ADJOURNMENT

Upcoming meetings:

Next Executive Committee Meetings – Wednesday, February 27, 2019 and March 27, 2019, 8:30 a.m. at the RWA office.

Next RWA Board of Directors' Meeting – Thursday, March 14, 2019, 9:00 a.m., at the RWA Office.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at <http://www.rwah2o.org/meetings/board-meetings/>.

**REGIONAL WATER AUTHORITY
SPECIAL MEETING
EXECUTIVE COMMITTEE AGENDA**

**January 29, 2019; 8:00 a.m.
5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692**

AGENDA

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. 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 Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:** Members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.
- 3. EXECUTIVE DIRECTOR RECRUITMENT PROCESS AND SCHEDULE**
Information Presentation and Discussion
- 4. a. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT**
Title: Executive Director
b. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(F) AND 54957.6. CONFERENCE WITH LABOR NEGOTIATORS
Designated Representatives: Directors Schubert and Schmitz
Unrepresented Employee: Manager of Technical Services
c. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT
Title: Interim Executive Director
- 5. REPORTS FROM CLOSED SESSIONS**
- 6. INTERIM EXECUTIVE DIRECTOR APPOINTMENT**
Action: Approve Contract of Interim Executive Director or Recommend Appointment of Interim Executive Director to Board of Directors

ADJOURNMENT

**REGIONAL WATER AUTHORITY
EXECUTIVE COMMITTEE AGENDA**

February 27, 2019; 8:30 a.m.

5620 Birdcage Street, Suite 110

Citrus Heights, CA 95610

(916) 967-7692

AGENDA

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. 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 Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:** Members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.
- 3. CONSENT CALENDAR**
Minutes of the January 23, 2019 Executive Committee meeting and the January 29, 2019 Special Executive Committee meeting
Action: Approve Consent Calendar items
- 4. EXECUTIVE DIRECTOR RECRUITMENT UPDATE**
Information Presentation: John Woodling, Executive Director
- 5. DEVELOPMENT OF FISCAL YEAR 2019 – 2020 BUDGET**
Presentation: John Woodling, Executive Director
Action: Recommend Board Adoption of Budget for Fiscal Year 2019 - 2020
- 6. RESOLUTION REGARDING CaIPERS HEALTH BENEFIT VESTING AND PAYMENTS**
Information Presentation: John Woodling, Executive Director
Action: Recommend Board Approval of Resolution 2019-02 to Rescind CaIPERS Health Benefit Vesting
Action: Recommend Board Adoption of Resolution 2019-03 CaIPERS Minimum Payment Resolution
- 7. RWA HEALTH BENEFIT PLANS**
Presentation and Discussion: John Woodling, Executive Director
Action: Recommend Board Approval of Cafeteria Plan
Action: Recommend Board Approval of Health Premium Reimbursement Plan

8. **LEGISLATIVE/REGULATORY UPDATE**
Information Presentation: Ryan Ojakian, Legislative and Regulatory Affairs Manager
Action: Take positions on bills
9. **REGIONAL WATER RELIABILITY PLAN UPDATE**
Presentation and Discussion: Rob Swartz, Manager of Technical Services
10. **RWA MARCH 14, 2019 BOARD MEETING AGENDA**
Action: Approve March 14, 2019 Board Meeting Agenda
11. **DISPOSAL OF SURPLUS PROPERTY**
Action: Approve Sale of iPhone 7 to the outgoing Executive Director consistent with RWA Policy 300.3
12. **EXECUTIVE DIRECTOR'S REPORT**
13. **DIRECTORS' COMMENTS**

ADJOURNMENT

Upcoming meetings:

Upcoming Executive Committee Meetings – March 27, 2019 and April 24, 2019 at 8:30 a.m. at the RWA office

Next RWA Board of Directors' Meeting – Thursday, March 14, 2019, at 9:00 a.m. in the RWA conference room, 5620 Birdcage Street, Ste. 110, Citrus Heights, CA 95610

AGENDA ITEM: 9. b.

SACRAMENTO GROUNDWATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, February 14, 2019; 9:00 a.m.
5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692

Agenda

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.

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. 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 Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

- 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**
Minutes of December 13, 2018 meeting
Action: Approve December 13, 2018 meeting minutes
- 4. EXECUTIVE DIRECTOR RECRUITMENT PROCESS**
Information Presentation
- 5. DEVELOPMENT OF SGA FISCAL YEAR 2019 – 2020 BUDGET**
Information Presentation and Discussion of FY 2019 – 2020 Budget
Action: Chair to Appoint Budget Subcommittee for Fiscal Year 2019 - 2020
- 6. AMENDMENTS TO SGA POLICY 100.2, ADMINISTRATIVE AND MANAGEMENT SERVICES AGREEMENT**
Information Presentation
Action: Adopt Amendments to Policy 100.2, and direct the Board Chair to sign the amended agreement subject to RWA approval of amendments
- 7. EMPLOYEE COMPENSATION POLICY 100.3**
Information Presentation; John Woodling, Executive Director
Action: Adopt Policy 100.3 containing salaries and pay ranges for SGA employees

8. INTERIM EXECUTIVE DIRECTOR APPOINTMENT

Action: Appoint Robert J. Swartz as Interim Executive Director for a period beginning March 1, 2019 or until a new permanent Executive Director begins work or June 30, 2019, whichever comes first

9. SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA) UPDATE

Information Update: John Woodling, Executive Director

10. GROUNDWATER MANAGEMENT PROGRAM UPDATE

Information Update: Rob Swartz, Manager of Technical Services

11a. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(F) AND 54957.6. CONFERENCE WITH LABOR NEGOTIATORS

Designated Representatives: Directors Tobin and Schubert

Unrepresented Employee: Manager of Technical Services

b. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT

Title: Interim Executive Director

12. REPORTS FROM CLOSED SESSIONS

13. EXECUTIVE DIRECTOR'S REPORT

14. DIRECTORS' COMMENTS

ADJOURNMENT

Next SGA Board of Director's Meeting – April 11, 2019, 9:00 a.m., RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights.

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

AGENDA ITEM: 9. c.

WATER CAUCUS

Wednesday, February 13, 2019

11:30 AM – 1:00 PM

Regional Water Authority

5620 Birdcage St., Citrus Heights

Agenda

1. Delta Updates
2. Regional Water Reliability Plan Update
3. Legislative Update
4. SGMA Update
5. Water Efficiency Update

AGENDA ITEM: 9. d.

WATER FORUM SUCCESSOR EFFORT

Thursday, February 14, 2019

5:30 PM – 7:45 PM

WATER FORUM

1330 21st Street, Ste. 103

Sacramento, CA 95811

Agenda

5:30 DINNER

5:45 INTRODUCTIONS

6:00 DISCLOSURES/ REPORT BACKS / ANNOUNCEMENTS

6:15 PRESENTATION Flow Management Standard and Bay-Delta Plan
- Tom Gohring

6:45 PRESENTATION FISH Plan
- Lilly Allen

7:00 PRESENTATION Cordova Creek
- Kat Perkins

7:20 UPDATES Groundwater Facilitation – John Lowrie
River and Water Supply Conditions – Lilly Allen
Habitat Management – Lilly Allen

7:45 ADJOURN

Water Forum office: located on the corner of 21st and N streets in midtown Sacramento.

AGENDA ITEM: 10. b.

Minutes

Sacramento Suburban Water District

Finance and Audit Committee

Thursday, February 7, 2019

Call to Order

Chair Wichert called the meeting to order at 5:30 p.m.

Pledge of Allegiance

Chair Wichert led the Pledge of Allegiance.

Roll Call

Directors Present: Robert Wichert and Kathleen McPherson.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Mike Huot, Director of Finance and Administration Dan Bills, and Heather Hernandez-Fort.

Public Present: William Eubanks, Heidi McLucas, and Ingrid Sheipline.

Announcements

None.

Public Comment

None.

Consent Items

1. **Minutes of the October 8, 2018 Finance and Audit Committee Meeting**

Director McPherson moved to approve Item 1; Chair Wichert seconded. The motion passed by unanimous vote.

AYES:	McPherson and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

2. Pre-Field Work Discussion with Independent Auditor

Director of Finance and Administration Dan Bills (Mr. Bills) introduced Ingrid Sheipline (Ms. Sheipline) with Richardson and Company, LLP, who provided a brief summary of the staff report.

Mr. Sheipline provided an auditing standards, scope and audit timing handout to the Committee.

Management staff was dismissed from the meeting to allow a private discussion between the Directors and Auditors.

The managers were invited back to the meeting.

William Eubanks (Mr. Eubanks) commented that due to the history of the District, he had more trust in the staff, than he did in the Board.

Mr. Bills reminded the Board that they have the option to hire an internal auditor if they felt they wanted more year round auditing.

Adjournment

Chair Wichert adjourned the meeting at 6:20 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 11

Date: February 13, 2019

Subject: 2019 Customer Engagement Program – Speaker Series

Staff Contact: Greg Bundesen, Water Conservation Supervisor

In an effort to further develop Sacramento Suburban Water District's (District) customer engagement and program, the Community Outreach Committee (COC) has been in the process of developing an interactive customer education program called The Speaker Series (Series). The Series, which will be held three times throughout the year, are classes that will cover a variety of topics including, but not limited, the District's Advanced Metering Infrastructure Program, water conservation & use efficiency, and Capital Improvement Projects. The first Series class has been scheduled for May 3, 2019 at 12 noon, and will provide information to customers regarding sprucing up their sprinklers for the summer.

The May 3 class regarding sprinkler spruce-up aligns with the Environmental Protection Agency's WaterSense editorial calendar. The Sprinkler Spruce-Up campaign is intended to promote the check and repair of sprinklers before the beginning of the summer months when irrigation demand peaks. It is estimated that 55-65% of water use in the Sacramento area is used to irrigate landscape, and the promotion of Water-Wise House Calls and self-checks of customer sprinkler systems is imperative to ensure water is used in the most efficient manner. The class will focus on how to identify and repair sprinkler system leaks, how to adjust sprinklers to ensure they are watering the intended landscape, and how to properly program a sprinkler timer.

Once the initial Series class is complete, staff will review its successes and challenges and make adjustments to maximize the Series' effectiveness. The second Series class will be scheduled during the summer and the final class of the year will be scheduled in the fall. The COC will utilize bill inserts, newspaper print-ads, the District's website, and other online advertising to ensure customers are aware of this opportunity. The fiscal impact for the initial Series class is estimated to be about \$200 for materials. Staff is planning for a hands on portion of the class where customers can repair a broken sprinkler pipe, set up a small drip system, adjust a pop-sprinkler, and set a sprinkler timer.

Staff will continue to update the Board of Directors regarding the success and challenges of the Series and class dates and topics.



Agenda Item: 12

Date: February 5, 2019

Subject: Legislative and Regulatory Update

Staff Contact: Greg Bundesen, Water Conservation Supervisor

RWA Government Affairs Committee

The California Legislature reconvened on January 7, 2019. During January, the Legislature had the opportunity to introduce new bills that will be considered during the 2019 and 2020 Legislative session. Tables 1 and 2 below show various Assembly Bills (AB) and Senate Bills (SB) staff will be tracking throughout the year. The table is organized to show the bill number, name, voting result, staff’s recommended position regarding the bill (favor, not favor, watch), RWA’s position (if known), and the Association of California Water Agencies’ (ACWA) position (if known). Staff will participate with RWA and ACWA to update Tables 1 and 2 each month and add information as the legislative session progresses throughout the year. A brief summary of each bill and any potential impacts to District operations will follow each table.

Update February 1, 2019: H.R. 434, the New Water Act, did not pass through U.S. Congressional committees and has been removed from this report. The New Water Act would have provided federal funding opportunities (grants and/or loans) for local water projects.

Table 1: Assembly Bills					
Bill Number	Name	Result	District Position	RWA Position	ACWA Position
AB 19	Forestry and Fire Protection: Burning of Vegetation		Watch	Watch	Watch
AB 56	Statewide Central Electricity Procurement		Watch	Watch	Watch
AB 68	Land Use: Accessory Dwelling Units		Watch	Watch	Watch
AB 69	Land Use: Accessory Dwelling Units		Watch	Watch	Watch
AB 129	Waste Management: plastic microfiber		Watch	Watch	Unknown
AB 134	Safe, Clean Affordable, and Accessible Drinking water		Watch	Watch	Watch
AB 171	Employment: Sexual Harassment		Watch	Watch	Watch
AB 217	Safe and Affordable Drinking Water Fund		Watch	Watch	Watch
AB 223	California Safe Drinking Water: Micro plastics		Watch	Watch	Watch

AB 19

Under existing law, the Department of Forestry and Fire Protection (CAL Fire) is required to develop, implement, and administer various forest improvement and fire prevention programs in the state. Existing law provides that the burning of growing, dead, or downed vegetation is for a public purpose if the department has determined that it is necessary for the prevention or suppression of forest fires.

District Impact: It is not yet known if AB 19 will have an impact on District operations.

AB 56

As introduced on December 3, 2018, this bill would require the Public Utilities Commission (PUC) and the Energy Commission (EC) to provide to the Legislature, by March 31, 2020, a joint assessment of options for establishing a central statewide entity (procurement entity) to procure electricity for all end-use retail customers in the state. This bill would also require that the PUC and the EC conduct a joint public process for completing the assessment and soliciting comments from interested stakeholders.

District Impact: It is not yet known if AB 56 will have an impact on District operations.

AB 68

As introduced on December 3, 2018, this bill would prohibit an ordinance from imposing requirements on minimum lot size, lot coverage, or floor area ratio, and would prohibit an ordinance from establishing size requirements for Accessory Dwelling Units (ADU) that do not permit at least an 800 square foot unit of at least 16 feet in height to be constructed.

This bill would also expand the number of ADUs permitted on lots zoned for single-family dwellings by authorizing one Junior Accessory Dwelling Unit (JADU) in addition to the currently permitted single ADU, so long as both units are substantially within the existing space of a single-family dwelling or accessory structure. The bill would also allow for ADUs and JADUs to replace an accessory structure that has been rebuilt if the physical dimensions are substantially within the same previous accessory structure. The bill would define “accessory structure” to mean an existing, fixed structure, including, but not limited to, a garage, studio, pool house, or other similar structure.

District Impact: This bill could potentially limit the District’s ability to create an ordinance that charges for additional services should a JADU be placed at a residence.

AB 69

The Planning and Zoning Law authorizes a local agency to provide, by ordinance, for the creation of (ADUs) in single-family and multi-family residential Page 12 zones and sets forth required ordinance standards, including, among others, maximum unit size, parking, and height standards. Existing law requires a local agency to submit the ADU ordinance to the Department of Housing and Community Development (DHCD) within 60 days after adoption and authorizes DHCD to review and comment on the ordinance. This bill would authorize the DHCD to submit written findings to a local agency as to whether a local ordinance complies with state law and to notify the

Attorney General if the ordinance violates state law. The bill would require a local agency to consider DHCD's findings and would authorize the local agency to amend its ordinance to comply with state law or adopt a resolution with findings explaining why the ordinance complies with state law and addressing DHCD's findings.

District Impact: This bill could potentially limit the District's ability to create an ordinance that charges for additional services should an ADU be placed at a residence.

AB 129

This bill would declare the intent of the Legislature to, among other things, enact legislation to recognize the emerging threat that microfibers pose to the environment and water quality and would make related findings and declarations.

District Impact: Should AB 129 pass, the District may have to begin monitoring its water supply for micro plastics and report its findings to the state and public.

AB 134

This bill would state findings and declarations relating to the intent of the Legislature to adopt policies to ensure that every Californian has the right to safe, clean, affordable, and accessible drinking water.

District Impact: Unknown at this time. This legislation seems to set the stage for new policies to ensure every Californian has the right to safe, clean, affordable, and accessible drinking water without specifically stating what those policies are.

AB 171

As introduced on January 8, 2019, this bill would prohibit an employer from discharging, or in any manner, discriminating or retaliating against an employee because of the employee's status as a victim of sexual harassment, as defined by the California Fair Employment and Housing Act. This bill would also create a rebuttable presumption of unlawful retaliation based on the employee's status as a victim of domestic violence, sexual assault, sexual harassment, or stalking if an employer discharges, threatens to discharge, demotes, suspends, or in any manner discriminates against the employee. The bill would specify that the rebuttable presumption of unlawful retaliation applies if the employer discharges, threatens to discharge, demotes, suspends, or in any manner discriminates within 90 days following the date that the victim provides notice to the employer or the employer has actual knowledge of the status.

District Impact: There are no known negative impacts of AB 171 on District operations.

AB 217

AB 217 would amend the Health and Safety Code to create the "Safe and Affordable Drinking Water Fund" in the State Treasury.

District Impact: This bill currently does not include the details for this funding program, including the proposed source(s) of revenue. Staff will continue to watch for additional amendments.

AB 223

The California Safe Drinking Water Act requires SWRCB to develop standards related to micro-plastics in drinking water on or before July 1, 2021. This includes creating a standard methodology for testing drinking water for micro-plastic levels and creating a framework for the public disclosure of those results every four years. This bill would require SWRCB to work with the State Department of Public Health in complying with those requirements to the extent that it is practical and cost-effective to do so.

District Impact: Impacts to District operations are not yet known. Staff does not yet know if AB 223 will be limited to its current language or if the author plans to develop it into more substantial legislation.

Bill Number	Name	Result	District Position	RWA Position	ACWA Position
SB 1	California Environmental, Public Health, and Workers Defense Act of 2019		Watch	Watch	Not Favor
SB 13	Accessory Dwelling Units		Watch	Watch	Watch
SB 19	Stream Gauges		Favor	Watch	Favor
SB 45	Wildfire, Drought, and Flood Protection Bond Act of 2020		Favor if Amended	Watch	Favor if Amended
SB 53	Open Meetings		Watch	Watch	Watch
SB 62	Endangered Species: Accidental Take Associated with Ag.		Favor	Watch	Favor
SB 70	Central Valley Project: State Agency		Watch	Watch	Watch
SB 134	Water Conservation: Water Loss Performance Standards		Watch	Watch	Watch
ACA 3	Water: Minimum Funding Guarantee		Watch	Watch	Watch

SB 1

Existing state law regulates the discharge of air pollutants into the atmosphere. The Porter-Cologne Water Quality Control Act regulates the discharge of pollutants into the waters of the state. The California Safe Drinking Water Act establishes standards for drinking water and regulates drinking water systems. The California Endangered Species Act requires the Fish and Game Commission to establish a list of endangered species and a list of threatened species, and generally prohibits the taking of those species. This bill would require specified agencies to take prescribed actions regarding certain federal requirements and standards pertaining to air, water, and protected species. By imposing new duties on local agencies it would impose a state-mandated local program.

District Impact: Passage of this bill has the potential to make it difficult for the regulatory agencies and departments that ACWA and its members work closely to exercise some level of flexibility.

SB 13

The Planning and Zoning Law provides for the creation of ADUs by local ordinance, or (if a local agency has not adopted an ordinance) by ministerial approval in accordance with specified standards and conditions. Existing law prohibits an ADU from being considered a new residential use for purposes of calculating certain fees, including local agency connection fees or capacity charges for utilities. This bill would express the intent of the Legislature to enact legislation that would reduce impact fees and other existing barriers for homeowners seeking ADUs for the purpose of creating additional residential housing within their neighborhoods.

District Impact: Impacts to District operations are not known at this time.

SB 19

This bill would require the Department of Water Resources (DWR) and SWRCB, upon an appropriation of funds by the Legislature, to develop a plan to deploy a network of stream gauges that measure surface water levels or volumetric discharges and determine funding needs and opportunities for modernizing and reactivating existing gauges and deploying new gauges, as specified. The bill would require DWR and SWRCB, in consultation with Department of Fish and Wildlife, the Department of Conservation, the Central Valley Flood Protection Board, interested stakeholders, and, to the extent they wish to consult, local agencies, to develop the plan to address significant gaps in information necessary for water management and the conservation of freshwater species. The bill would require DWR and SWRCB to give priority in the plan to placing or modernizing and reactivating stream gauges where lack of data contributes to conflicts in water management, or where water can be more effectively managed for multiple benefits and to consider specified criteria in developing the plan.

District Impact: The potential impacts (if any) of SB 19 are not known at this time. Staff will continue to follow this bill until it is determined there is no impact to District operations should it pass.

SB 45

This bill would enact the Wildfire, Drought, and Flood Protection Bond Act of 2020. If approved by the voters, it would authorize the issuance of bonds in an unspecified amount pursuant to the State General Obligation Bond Law. Financing would be made available to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources.

District Impact: SB 45 has the potential to provide grant/loan opportunities to water utilities seeking to fund projects that will benefit disadvantaged communities and/or protect wildlife on public and private lands.

SB 53

As introduced on December 10, 2018, this bill would specify that the definition of “state body” includes an advisory board, advisory commission, advisory committee, advisory subcommittee, or similar multimember advisory body of a state body that consists of three or more individuals. This bill would also specify that the exception would be comprised of a board, commission, committee, or similar multimember body on which a member of a body serves in his or her official capacity as a representative of that state body. The state body would have to be supported, in whole or in part, by funds provided by the state body, whether the multimember body is organized and operated by the state body or by a private corporation.

District Impact: Impacts to District operations is not known at this time.

SB 62

The California Endangered Species Act (Act) prohibits the taking of an endangered or threatened species, except in certain situations. Under the act, the Department of Fish and Wildlife may authorize the take of listed species pursuant to an incidental take permit if the take is incidental to an otherwise lawful activity, the impacts are minimized and fully mitigated, and the issuance of the permit would not jeopardize the continued existence of the species. The Act requires the department to adopt regulations for the issuance of incidental take permits. The Act also provides, until January 1, 2020, that the accidental take of candidate, threatened, or endangered species resulting from acts that occur on a farm or a ranch in the course of otherwise lawful routine and ongoing agricultural activities is not prohibited by the act. This bill would remove the January 1, 2020, sunset (Section 2087 of the Fish & Game Code), thereby making this exemption permanent.

District Impact: There are no direct impact to District operations for favoring this bill.

SB 70

Existing law authorizes the Central Valley Project to provide for the construction, in a specified manner, of a system of works for the conservation, development, storage, distribution, and utilization of water, with incidental generation, transmission, and distribution of electrical power. Existing law defines the term “state agency” for the purpose of the project. As introduced on January 9, 2019, this bill would make non-substantive changes to define the term “state agency” for the purpose of the Central Valley Project.

District Impact: Impacts to District operations is not yet known.

SB 134

This bill would prohibit SWRCB from imposing liability for a violation of the performance standards for the volume of water losses except as part of the enforcement of an urban water use objective. This bill makes a correction to SB 555 that would have penalized a water utility should they not meet their SB 555 performance standard.

District Impact: Impacts to District operations is not yet known.

ACA 3

This measure would require, commencing with the 2021–22 fiscal year, not less than 2% of specified state revenues to be set apart for the payment of principal and interest on bonds authorized pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014; water supply, delivery, and quality projects administered by DWR, and water quality projects administered by the SWRCB, as provided.

District Impact: It is not yet known if ACA 3 will have an impact on the District.

Implementation of Bills Approved in 2018

SB 998

SB 998 requires the District to make changes to its policy regarding the discontinuation of water service. Staff is in the process of reviewing the current policy and making any necessary changes to ensure compliance. SB 998 is effective beginning February 1, 2020.

AB 1668 and SB 606

AB 1668 and SB 606 requires SWRCB and DWR to adopt long-term standards for the efficient use of water on or before June 30, 2022. The long-term standards are an estimation for indoor water use (55 gallons per person per day), outdoor water use (estimated water use for irrigable landscapes as measured by satellite), water loss (as validated in accordance with SB 555), and Commercial, Industrial, and Institutional water use (yet to be determined). SWRCB and DWR are currently in the rule making process of the legislation. Recommendations for performance standards are due by October 1, 2021. Staff is actively engaged in the rule making process. So far, DWR has published a primer of how the indoor and outdoor water use standard will be calculated. The next step is to begin actively calculating the outdoor standards by taking landscape measurements via satellite.



Agenda Item: 13

Date: February 12, 2019

Subject: Upcoming Water Industry Events

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

Note that the Board adopted Policy governing Director compensation and expense reimbursement section 200.20(g) states that Directors may receive a meeting stipend (currently \$100.00) 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...” Just because information is presented on upcoming water industry events, or regularly scheduled meetings of other water districts, does not necessarily imply that approval for a compensable meeting or reimbursement of expenses are triggered.

Below is a list of upcoming water industry events:

Upcoming Events

1. RWA Board Meeting
March 14, 2019
RWA Office
<http://rwah2o.org/>
2. CSDA Rate Setting Under Propositions 218 and 26
March 20, 2019
Sacramento, CA
https://members.csda.net/iMIS1/CSDA2/Shared_Content/Higher_Logic/Workshops.aspx
3. Californi-Nevada AWWA - Spring Conference
March 25-28, 2019
Sacramento, CA
<http://ca-nv-awwa.org/canv/CNS/EventsandClasses/conf/SC19/Homepage.aspx>
4. CSDA Spring Education Day
March 26, 2019
Sacramento, CA
https://members.csda.net/iMIS1/CSDA2/Shared_Content/Higher_Logic/HLEvents_Calendar.aspx

Upcoming Water Industry Events

February 12, 2019

Page 2 of 4

5. CSDA Special District Leadership Academy
April 7, 2019
San Diego, CA
https://members.csda.net/iMIS1/CSDA2/Shared_Content/Higher_Logic/HLEvents_Calendar.aspx
6. SGA Board Meeting
April 11, 2019
RWA Office
<http://www.sgah2o.org/meetings/board-meetings/>
7. Creek Week Celebration
April 13, 2019
Carmichael Park, CA
8. RWA Board Meeting
May 2, 2019
RWA Office
<http://rwah2o.org/>
9. Capitol – to – Capitol
May 4 – 8, 2019
Washington DC
<http://business.metrochamber.org/events/details/49th-annual-capitol-to-capitol-22322>
10. ACWA 2019 Spring Conference
May 7, 2019
Monterey, CA
<https://www.acwa.com/events/>
11. CSDA 2019 Special Districts Legislative Days
May 21, 2019
Sacramento, CA
https://members.csda.net/iMIS1/CSDA2/Shared_Content/Higher_Logic/Workshops.aspx
12. SGA Board Meeting
June 13, 2019
RWA Office
<http://www.sgah2o.org/meetings/board-meetings/>
13. RWA Board Meeting
July 11, 2019
RWA Office
<http://rwah2o.org/>

14. SGA Board Meeting
August 8, 2019
RWA Office
<http://www.sgah2o.org/meetings/board-meetings/>
15. RWA Board Meeting
September 12, 2019
RWA Office
<http://rwah2o.org/>
16. CSDA Annual Conference and Exhibitor Showcase
September 25-28, 2019
Anaheim, CA
https://members.csda.net/iMIS1/CSDA2/Shared_Content/Higher_Logic/HLEvents_Calendar.aspx
17. SGA Board Meeting
October 10, 2019
RWA Office
<http://www.sgah2o.org/meetings/board-meetings/>
18. Californi-Nevada AWWA – Fall Conference
October 21-24, 2019
San Diego, CA
http://ca-nv-awwa.org/canv/CNS/Events_Classes/Future_Events/CNS/EventsandClasses/Copy_of_events.aspx?hkey=40976128-710b-4097-b27b-e35fe6133849
19. RWA Board Meeting
November 14, 2019
RWA Office
<http://rwah2o.org/>
20. ACWA Fall Conference
December 3-6, 2019
San Diego, CA
<https://www.acwa.com/events/2019-fall-conference-exhibition/>
21. SGA Board Meeting
December 12, 2019
RWA Office
<http://www.sgah2o.org/meetings/board-meetings/>

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

- Carmichael Water District: <http://carmichaelwd.org/> - Every 3rd Monday of the month at 7:00 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/> (916)487-0419 - Every 1st Monday of the month at 6:30 p.m.
- El Dorado County Water Agency - <http://www.edlafco.us/> - Every 4th Wednesday of the month at 5:30 p.m.
- El Dorado Irrigation District - <http://www.eid.org/> - Every 2nd and 4th Monday's of the month at 9:00 a.m.
- Fair Oaks Water District: <http://www.fowd.com/> - Every 2nd 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.
- Orangevale 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 WD: <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: 14 a.

Date: February 4, 2019

Subject: Upcoming Policy Review – Improvement Standards and Technical Specifications Policy (PL – Eng 001)

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

The District’s Improvement Standards and Technical Specifications Policy (PL - Eng 001) was adopted by the Board in February 2011 and was most recently approved without revision in March 2017. A copy of the current policy is included as Attachment 1.

This policy is to be reviewed every two years. There are no recommended changes to the policy.

The policy is scheduled for Board consideration and adoption at the regular April Board meeting. If a Director wishes to have their comments included in hard copy for Board review and consideration, please provide those comments by close of business on Friday, March 11, 2019.

Attachments:

1. Improvement Standards and Technical Specifications Policy (PL – Eng 001)

Sacramento Suburban Water District

Improvement Standards and Technical Specifications Policy

Adopted: February 28, 2011

~~April 20, 2015; March 27, 2017~~ Ratified without changes on: ~~March XX, 2019~~

100.00 Purpose of the Policy

This document sets forth the policy of the Sacramento Suburban Water District concerning the establishment of Improvement Standards and Technical Specifications for the design and construction of improvements to the water works of the District. Improvement Standards and Technical Specifications are necessary to require minimum acceptable quality of design and construction of water infrastructure improvements. All improvements, modifications, and repairs to the District's water system will be planned, designed, and constructed in conformance with these Improvement Standards and Technical Specifications, any applicable District Regulations, and with any applicable special conditions that have been approved by the District.

200.00 Authority

In conformance with the California Water Code, Division 12, County Water Districts, the General Manager has the full responsibility and authority to set standards and specifications for the planning, design, construction, modification or repair of the water works system of the District. The Board of Directors recognizes this authority and through this document, acknowledges this as the policy of the District.

300.00 Responsibility

The General Manager shall be responsible for the establishment of the Improvement Standards and Technical Specifications of the District. He may, at his discretion, utilize District staff to update and maintain the Improvement Standards and Technical Specifications. The Improvement Standards and Technical Specifications will be maintained as a separate document and will be considered the procedures of this policy. The General Manager may review and change the Improvement Standards and Technical Specifications as necessary to meet the needs of the District.

400.00 Policy Review

This policy shall be reviewed at least biennially.



Agenda Item: 14 b.

Date: February 4, 2019

Subject: Upcoming Policy Review – Drug and Alcohol Program Policy
(PL – HR 010)

Staff Contact: Cassie Crittenden, Human Resources Coordinator

Included with this report is the updated Drug and Alcohol Program Policy (PL – HR 010) for the Board’s review and comment. The policy was originally adopted by the Board in July 2008 and last reviewed in January 2017. Staff has edits to Section 200.00.

Section 200.00 – Staff recommends adding information related to the additional requirements for drug and/or alcohol testing for the District’s Safety Sensitive positions, as stated in the District’s Alcohol Program Manual.

The policy is scheduled for Board review and approval at the March Board meeting. If a Director wishes to have their comments included in hard copy for Board review and consideration, please provide those comments to staff by March 11, 2019.

Attachments: 1 –Redlined Drug and Alcohol Program Policy
2 –Clean Drug and Alcohol Program Policy

Sacramento Suburban Water District

Drug and Alcohol Program Policy

Adopted: July 21, 2008

Approved with Changes: March 18, 2019 Revised: ~~June 21, 2010; January 23, 2017~~

100.00 Purpose of the Policy

The purpose of this policy is to 1) confirm the District's commitment to maintain a drug and alcohol-free workplace, 2) insure the health and safety of all District employees, customers, and the general public by authorizing the development and implementation of a Drug and Alcohol Program to identify and discipline employees who abuse alcohol or use controlled substances, and 3) establish guidelines for drug and alcohol testing for non-safety and safety sensitive positions.

200.00 Policy

The District has a significant interest in ensuring the health and safety of its employees. It has an obligation to insure that its employees do not present a safety risk to the general public. Substance abuse can affect job performance and employee and public safety. Subject to the requirements of the federal Americans with Disabilities Act (ADA), the District will be firm in identifying and disciplining those employees who are impaired by use of alcohol, marijuana, or any legal or illegal substance while on the job in violation of the following, up to and including termination of employment:

1. No District employee who is on duty or on standby duty will:
 - a) Use, possess, or be under the influence of illegal or unauthorized drugs or other illegal mind-altering substances; or
 - b) Be under the influence of or impaired by alcohol or marijuana to any extent that impedes the employee's ability to perform his/her duties safely and effectively.¹
2. No District employee will engage in any duties or activities that, because of drugs taken under a legal prescription, cannot be performed without posing a threat to the health or safety of the employee or others. This includes medications that may impair the employee's ability to operate small or large machinery, equipment, or motor vehicles.

¹ While marijuana is now legal for recreational use in California, it remains an illegal Schedule I substance under the United States Controlled Substances Act.

3. Employees will be subject to drug and alcohol testing when there is reasonable suspicion that an employee has violated the rules provided in Section 1 and/or 2 above. Additionally, employees in a Safety Sensitive position are subject to pre-employment, reasonable suspicion, random, post-accident, return-to-duty, and follow-up controlled substance and/or alcohol testing. A Safety Sensitive position is defined as any position requiring the use of a Class A commercial driver's license.

300.00 Authority and Responsibility

The Human Resources Coordinator, Operations Manager, Assistant General Manager, and General Manager will be responsible for administering this policy. This will include developing and maintaining a Drug and Alcohol Program Manual that will be provided to all current and new employees.

400.00 Policy Review

This Policy shall be reviewed at least biennially.

Sacramento Suburban Water District

Drug and Alcohol Program Policy

Adopted: July 21, 2008

Approved with Changes: March 18, 2019

100.00 Purpose of the Policy

The purpose of this policy is to 1) confirm the District's commitment to maintain a drug and alcohol-free workplace, 2) ensure the health and safety of all District employees, customers, and the general public by authorizing the development and implementation of a Drug and Alcohol Program to identify and discipline employees who abuse alcohol or use controlled substances, and 3) establish guidelines for drug and alcohol testing for non-safety and safety sensitive positions.

200.00 Policy

The District has a significant interest in ensuring the health and safety of its employees. It has an obligation to insure that its employees do not present a safety risk to the general public. Substance abuse can affect job performance and employee and public safety. Subject to the requirements of the federal Americans with Disabilities Act (ADA), the District will be firm in identifying and disciplining those employees who are impaired by use of alcohol, marijuana, or any legal or illegal substance while on the job in violation of the following, up to and including termination of employment:

1. No District employee who is on duty or on standby duty will:
 - a) Use, possess, or be under the influence of illegal or unauthorized drugs or other illegal mind-altering substances; or
 - b) Be under the influence of or impaired by alcohol or marijuana to any extent that impedes the employee's ability to perform his/her duties safely and effectively.¹
2. No District employee will engage in any duties or activities that, because of drugs taken under a legal prescription, cannot be performed without posing a threat to the health or safety of the employee or others. This includes medications that may impair the employee's ability to operate small or large machinery, equipment, or motor vehicles.

¹ While marijuana is now legal for recreational use in California, it remains an illegal Schedule I substance under the United States Controlled Substances Act.

3. Employees will be subject to drug and alcohol testing when there is reasonable suspicion that an employee has violated the rules provided in Section 1 or 2 above. Additionally, employees in a Safety Sensitive position are subject to pre-employment, reasonable suspicion, random, post-accident, return-to-duty, and follow-up controlled substance and/or alcohol testing. A Safety Sensitive position is defined as any position requiring the use of a Class A commercial driver's license.

300.00 Authority and Responsibility

The Human Resources Coordinator, Operations Manager, Assistant General Manager, and General Manager will be responsible for administering this policy. This will include developing and maintaining a Drug and Alcohol Program Manual that will be provided to all current and new employees.

400.00 Policy Review

This Policy shall be reviewed at least biennially.



Agenda Item: 15

Date: February 14, 2019

Subject: Financial Report

Staff Contact: Daniel A. Bills, Finance Director

Eight reports are attached for your information. Please note formatting changes and additional reports:

- Draft Financial Highlights – January 2019
- Draft Financial Statements – January 2019
- Investments Outstanding and Activity – January 2019
- Cash Expenditures – January 2019
- Credit Card Expenditures – January 2019
- Draft District Reserve Balances – January 2019
- Information Required by LOC Agreement
- Financial Markets Report – January 2019

DRAFT - Financial Statements

These Financial Statements and certain other reports noted above are presented in Draft form and should not be relied upon for investment or other decision making purposes. As December 31 is the District's year-end for financial reporting purposes, amounts presented in this report will remain "Draft" until the external auditor's financial audit is complete and the Board accepts the audited 2018 annual report (CAFR). The results of the audit and the CAFR are expected to be complete and brought to the Board for approval at the April Board meeting.

DRAFT - Financial Highlights

The Statements of Net Position and Statements of Revenues, Expenses and Changes in Net Position are presented in this report. It is gleaned from the financial statements presented on subsequent pages. Key information from this report indicates the District's cash balance is \$0.4 million more than its prior year balance at the same date; investments are also \$1.1 million more than on January 31, 2018; liabilities have decreased by \$8.4 million due to the refunding of the 2009B COP in May 2018 and the payment of scheduled bond principal in October 2018; and net position has increased by \$6.5 million in the last 12 months as the District continues to replace capital infrastructure without incurring additional debt financing. Operating revenues only increased \$0.1 million compared to the same period a year ago. Currently, there is no rate increase set for 2019.

DRAFT - Statements of Net Position:

District cash and cash equivalents increased to \$7.7 million as of January 31, 2019, up from \$7.6 million at December 31, 2018. Cash held in the District's bank accounts (\$4.8 million as of January 31) is held in accordance with state and federal regulations, which state that cash held in the District's bank accounts above the FDIC insured limits must be fully collateralized with government securities that are equal to or greater than 110% of the District's cash balance in the bank at any time.

Investments increased since December 31, 2018 by \$0.4 million to a total of \$36.4 million, reflecting the reinvestment of interest received and unrealized market value gains. Investment portfolio balances and activity are reported on subsequent pages.

Capital assets remained unchanged at \$477.3 million as of January 31, 2019, as there were no expenditures on distribution main replacement projects, well improvement projects or meter retrofits in the month of January. Capital assets are primarily funded by monthly remuneration from customers through "capital facilities charges," developer contributions, as well as grant funds, when available, and District reserves when necessary.

Net position stands at \$252.3 million as of January 31, 2019, compared to \$251.6 million at December 31, 2018 for an increase of \$0.7 million.

DRAFT - Statements of Revenues, Expenses and Changes in Net Position:

The net position increase of \$0.7 million in January 2019 is \$0.3 million more than the first month of 2018. Net changes are comprised of:

1. Water Consumption Sales Revenue decreased by less than \$0.1 million (12.8 percent) compared to the same period in 2018 due primarily to water deliveries decreasing by 6.8 percent to 1,464 acre-feet compared to 1,571 acre-feet in January 2018.
2. Operating revenues increased \$0.1 due to wheeling water revenue from Cal American Water.
3. Operating expenses increased by \$0.3 million from the same period in 2018 due primarily to the increase of surface water purchasing cost as no surface water was taken in first three months of 2018 due to the shutdown of the Antelope Transmission Pipeline (ATP) and availability of PCWA water.
4. Investment income increased by \$0.3 million compared to the same period a year ago primarily due to unrealized holding gains in January 2019.
5. Interest expense and debt related costs decreased \$0.1 million compared to the same period a year ago primarily due to the savings from refunding the 2009B COP to a lower interest rate with the issuance of the 2018A Revenue Bond.

DRAFT - Budgets:

The District's operating and maintenance expenditures through January 2019 came in less than the approved budget by \$0.8 million. Most of this positive variance is due timing differences. As requested by the Board at the January 2019 Regular Board meeting, the 2019 Employee Morale Budget (Operations and Maintenance Expense Budget) has been reduced from \$18,500 to \$12,000.

There were no operating capital project expenditures in January. The total budget for the year is \$1.0 million.

The District's capital improvement project (CIP) budget for 2019 is \$18.2 million. There were no capital improvement expenditures in January.

Debt – January 2019

This report also shows district activity in repaying its long-term debt obligations. Scheduled 2019 principal payments of \$4.6 million are not due until the end of October. Total principal outstanding as of January 31, 2019 is now \$74.7 million.

Interest expense consists of: 1) interest paid to bondholders, 2) letter-of-credit facility fees, 3) remarketing fees, 4) arbitrage rebate liabilities, and 5) net SWAP interest.

For January 2019, the District has incurred interest expense of \$198,462 versus a forecast of \$237,500 or a \$39,038 positive variance. This is primarily due to: 1) expected Federal Reserve interest rate increases not occurring as anticipated, and 2) savings from refunding the Series 2009B COP to a lower interest rate through the issuance of the 2018A Revenue Bond.

Investments Outstanding and Activity – January 2019

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 LAIF (Local Agency Investment Fund). The District's investments are under the day-to-day management of PFM Asset Management, LLC (PFM). PFM 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 market portfolio is currently earning a rate of 2.34% per annum, while LAIF is earning 2.36%, essentially the same. District staff monitors investment assets quarterly and reviews/approves the effective duration of the District's portfolio against its benchmark index on a quarterly basis as well.

During the month of January, the District purchased two US Treasury Notes for \$3.2 million (par). The District received principal paydowns on four Federal Agency Collateralized Mortgage Obligations of \$12,532 (par) and ten Asset-Backed Security Obligations of \$659,884 (par). The District sold two US Treasury Notes for \$1.4 million (par). One Federal Agency Collateralized Mortgage Obligation was matured for \$4,040 (par) and one Certificates of Deposit was matured for \$0.8 million (par). See "Investment Activity" section in the attached report for further details.

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

Cash Expenditures – January 2019

During the month of January, the District made cash payments totaling \$4.4 million. The primary expenditures were – \$0.1 million for debt service, \$2.0 million for 2018 capital improvement projects, \$0.7 million for water costs including pumping and chemical costs, \$0.6 million for annual contribution to Other Post-Employment Benefits (OPEB) trust fund and \$0.6 million for payroll, pension and health benefits.

Purchasing Card Expenditures – January 2019

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 \$12,543 for various purchases on the six District purchasing cards. Details by vendor and purpose are included in this report.

DRAFT - District Reserve Balances

The District's Reserve Policy, PL – Fin 004, requires the District to maintain a certain level of cash and investments on hand at any one time, as determined by the Board annually. Balances as of January 31, 2019 are \$44,665,325 compared to \$45,050,155 at December 31, 2018.

Information Required by LOC Agreement

Per Article 5.2 (b) of the 2009A COP Reimbursement Agreement with Sumitomo Mitsui Banking Corporation (LOC Provider), year-to-date net revenues available for the payment of debt service costs and an estimate of debt service payments for the upcoming six months are provided.

Sacramento Suburban Water District
Financial Highlights
Period Ended

STATEMENTS OF NET POSITION

	<u>Year-To-Date</u> <u>1/31/2019</u>	<u>Year-To-Date</u> <u>1/31/2018</u>
LIQUIDITY		
Cash and cash equivalents	\$7,675,942.00	\$7,335,172.00
INVESTMENT		
Investments	36,789,785.00	35,738,782.00
CAPITAL ASSETS		
Property, plant and equipment	477,342,704.00	458,491,538.00
Accumulated depreciation	<u>(181,258,383.00)</u>	<u>(169,262,246.00)</u>
	296,084,318.00	289,229,292.00
LIABILITIES		
Long Term Debt	81,380,761.00	(89,733,613.00)
NET POSITION		
Net Position	<u>252,266,685.00</u>	<u>245,760,587.00</u>

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	<u>Month</u> <u>1/31/2019</u>	<u>Year-To-Date</u> <u>1/31/2019</u>	<u>Month</u> <u>1/31/2018</u>	<u>Year-To-Date</u> <u>1/31/2018</u>
NET INCOME				
Operating Revenue	2,959,152.79	2,959,152.79	2,815,066.14	2,815,066.14
Operating Expense	(1,287,349.52)	(1,287,349.52)	(1,033,774.77)	(1,033,774.77)
Other, Net	<u>(1,016,493.80)</u>	<u>(1,016,493.80)</u>	<u>(1,452,156.53)</u>	<u>(1,452,156.53)</u>
Change in Net Position	<u>\$655,309.47</u>	<u>\$655,309.47</u>	<u>\$329,134.84</u>	<u>\$329,134.84</u>

DRAFT - Financial Statements
January 31, 2019

Sacramento Suburban Water District
Statements of Net Position

	As Of		
		Month End	Year End
		1/31/2019	12/31/2018
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		\$7,675,941.91	\$7,585,118.00
Restricted Cash and cash equivalents		7,814.14	7,814.14
Accounts receivable, net of allowance for uncollectible accounts		2,071,602.32	2,862,836.71
Interest receivable		191,784.45	215,917.07
Grants receivables			0.01
Other receivables		146,480.64	945,480.32
Inventory		516,250.66	495,142.20
Prepaid expenses and other assets		918,639.66	924,248.45
TOTAL CURRENT ASSETS		11,528,513.79	13,036,556.90
NONCURRENT ASSETS			
Investments		36,789,784.88	36,369,025.38
Fair value of interest rate swaps		487,057.00	487,057.00
TOTAL NONCURRENT ASSETS		37,276,841.88	36,856,082.38
Property, plant and equipment		477,342,701.03	477,342,701.03
Accumulated depreciation		(181,258,382.75)	(180,222,436.62)
TOTAL CAPITAL ASSETS		296,084,318.28	297,120,264.41
TOTAL ASSETS		344,889,673.95	347,012,903.69
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on long-term debt refunding		5,969,162.09	6,024,224.12
Pension contribution subsequent to measurement date		2,623,682.00	2,623,682.00
Other post-employment benefits		24,450.00	24,450.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES		353,506,968.04	355,685,259.81
LIABILITIES			
CURRENT LIABILITIES			
Current portion of long-term debt and capital leases		4,625,000.00	4,625,000.00
Accounts payable		1,072,340.71	3,424,575.85
Accrued interest		308,362.29	256,450.62
Deferred revenue and other liabilities		1,260,275.72	1,165,830.41
Accrued expenses		217,448.44	832,150.60
TOTAL CURRENT LIABILITIES		7,483,427.16	10,304,007.48
NONCURRENT LIABILITIES			
Long-term debt		76,755,761.35	76,804,132.00
Compensated absences		986,300.74	950,951.01
Net pension liability		8,997,648.00	8,997,648.00
Net other post-employment benefits liability		5,856,340.00	5,856,340.00
TOTAL NONCURRENT LIABILITIES		92,596,050.09	92,609,071.01
TOTAL LIABILITIES		100,079,477.25	102,913,078.49
DEFERRED INFLOWS OF RESOURCES			
Deferred inflow of effective swaps		487,057.00	487,057.00
Employee pensions		647,273.00	647,273.00
Other post-employment benefits		26,476.00	26,476.00
NET POSITION			
Invested in capital assets, net of related debt		207,155,938.33	207,155,938.33
Restricted		3,548,170.40	3,548,170.40
Unrestricted		41,562,576.06	40,907,266.59
TOTAL NET POSITION		252,266,684.79	251,611,375.32
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		353,506,968.04	355,685,259.81

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

	Month	Year-To-Date	Month	Year-To-Date
	1/31/2019	1/31/2019	1/31/2018	1/31/2018
OPERATING REVENUES				
Water consumption sales	461,212.41	461,212.41	528,940.14	528,940.14
Water service charge	456,127.98	456,127.98	458,895.52	458,895.52
Capital facilities charge	1,715,455.26	1,715,455.26	1,728,144.35	1,728,144.35
Wheeling water charge	229,942.56	229,942.56	344.42	344.42
Other charges for services	96,414.58	96,414.58	98,741.71	98,741.71
TOTAL OPERATING REVENUES	2,959,152.79	2,959,152.79	2,815,066.14	2,815,066.14
OPERATING EXPENSES				
Source of supply	184,972.36	184,972.36	4,787.27	4,787.27
Pumping	228,552.95	228,552.95	245,192.14	245,192.14
Transmission and distribution	319,687.42	319,687.42	187,018.96	187,018.96
Water conservation	25,301.32	25,301.32	16,015.62	16,015.62
Customer accounts	45,925.29	45,925.29	53,796.54	53,796.54
Administrative and general	482,910.18	482,910.18	526,930.30	526,930.30
TOTAL OPERATING EXPENSES	1,287,349.52	1,287,349.52	1,033,740.83	1,033,740.83
Operating income before depreciation	1,671,803.27	1,671,803.27	1,781,325.31	1,781,325.31
Depreciation and amortization	(1,035,946.13)	(1,035,946.13)	(1,040,225.44)	(1,040,225.44)
OPERATING INCOME	635,857.14	635,857.14	741,099.87	741,099.87
NON-OPERATING REV. (EXP.)				
Rental income	32,402.35	32,402.35	15,339.38	15,339.38
Interest and investment income	177,001.77	177,001.77	(134,294.74)	(134,294.74)
Interest expense and debt related costs	(233,551.44)	(233,551.44)	(293,019.81)	(293,019.81)
Other non-operating revenues	12,779.65	12,779.65	30.84	30.84
Other non-operating expenses			(20.70)	(20.70)
Gain(loss) on disposal of capital assets	30,820.00	30,820.00		
NON-OPERATING REV. (EXP.)	19,452.33	19,452.33	(411,965.03)	(411,965.03)
NET INCOME (LOSS) BEFORE CAPITAL	655,309.47	655,309.47	329,134.84	329,134.84
CAPITAL CONTRIBUTIONS				
CHANGE IN NET POSITION	655,309.47	655,309.47	329,134.84	329,134.84
Net position at beginning of period	251,611,375.32	251,611,375.32	245,431,452.30	245,431,452.30
NET POSITION AT END OF PERIOD	252,266,684.79	252,266,684.79	245,760,587.14	245,760,587.14

**Sacramento Suburban Water District
Operations and Maintenance Budget
Period Ended**

	Month Of January			2019 YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
BUDGETED OPERATING EXPENSES						
Board of Directors	\$2,750.31	\$5,961.16	\$3,210.85	\$2,750.31	\$5,961.16	\$3,210.85
Administrative	101,194.72	197,412.47	96,217.75	101,194.72	197,412.47	96,217.75
Finance	25,978.62	98,292.90	72,314.28	25,978.62	98,292.90	72,314.28
Customer Services	45,925.29	116,701.93	70,776.64	45,925.29	116,701.93	70,776.64
Field Operations	51,765.38	136,228.00	84,462.62	51,765.38	136,228.00	84,462.62
Production	413,525.31	648,374.50	234,849.19	413,525.31	648,374.50	234,849.19
Distribution	67,728.48	208,912.04	141,183.56	67,728.48	208,912.04	141,183.56
Field Services	251,958.94	137,144.39	(114,814.55)	251,958.94	137,144.39	(114,814.55)
Maintenance	15,811.30	58,068.53	42,257.23	15,811.30	58,068.53	42,257.23
Water Conservation	25,301.32	34,697.94	9,396.62	25,301.32	34,697.94	9,396.62
Engineering	52,012.58	129,309.19	77,296.61	52,012.58	129,309.19	77,296.61
GIS/CAD	10,646.62	25,777.28	15,130.66	10,646.62	25,777.28	15,130.66
Human Resources	4,465.13	63,423.16	58,958.03	4,465.13	63,423.16	58,958.03
Information Technology	218,285.52	259,253.89	40,968.37	218,285.52	259,253.89	40,968.37
TOTAL OPERATING EXPENSES	1,287,349.52	2,119,557.38	832,207.86	1,287,349.52	2,119,557.38	832,207.86

SACRAMENTO SUBURBAN WATER DISTRICT
 OPERATING CAPITAL AMENDED BUDGET
 1/31/2019

Project Number	Project Name	Original Budget	Amendments	Amended Budget	Current Month Expenditures	Expenditures Year-To-Date	Committed Year-To-Date	Remaining Balance
SF19-453	FENCE REPLACE - 3 WELL SITES	\$ 21,000.00		\$ 21,000.00		\$ -	\$ -	\$ 21,000.00
SF19-454	UCMR 4 MONITORING	\$ 70,000.00		70,000.00		-	-	\$ 70,000.00
SF19-455	WELL SITE PAVING	\$ 40,000.00		40,000.00		-	-	\$ 40,000.00
SF19-456	ALUMINUM PIPE TRAILER REPLACEMENT	\$ 9,000.00		9,000.00		-	-	\$ 9,000.00
SF19-457	LARGE VOL DECHLORIN TRAILER UPGRADE	\$ 12,000.00		12,000.00		-	-	\$ 12,000.00
SF19-458	LARGE VOL SUPER CHLORIN TRAILER	\$ 9,000.00		9,000.00		-	-	\$ 9,000.00
SF19-459	VEHICLE ADD - PRODUCTION FORMAN	\$ 45,000.00		45,000.00		-	-	\$ 45,000.00
SF19-460	VEHICLE REPL - TRUCK# 3	\$ 30,000.00		30,000.00		-	-	\$ 30,000.00
SF19-461	VEHICLE REPL - TRUCK # 21	\$ 34,000.00		34,000.00		-	2,545.00	\$ 31,455.00
SF19-462	VEHICLE REPL - TRUCK #12	\$ 31,000.00		31,000.00		-	-	\$ 31,000.00
SF19-463	VEHICLE REPL - TRUCK #45	\$ 31,000.00		31,000.00		-	-	\$ 31,000.00
SF19-464	VEHICLE REPL - TRUCK #51	\$ 45,000.00		45,000.00		-	-	\$ 45,000.00
SF19-465	VEHICLE REPL - TRUCK #6	\$ 42,000.00		42,000.00		-	-	\$ 42,000.00
SF19-466	VEHICLE ADD - SAFETY OFFICER	\$ 31,000.00		31,000.00		-	-	\$ 31,000.00
SF19-467	OFFICE FURNITURE/WORKSTATIONS	\$ 40,000.00		40,000.00		-	-	\$ 40,000.00
SF19-468	WELL SITE/BUILD STRUCTURE MAINT	\$ 60,000.00		60,000.00		-	-	\$ 60,000.00
SF19-469	HVAC/ROOF/BUILD REPAIRS	\$ 50,000.00		50,000.00		-	-	\$ 50,000.00
SF19-470	REMOVING ANTELOPE GARDEN	\$ 54,000.00		54,000.00		-	-	\$ 54,000.00
SF19-471	HARDWARE REFESH PROGRAM	\$ 107,000.00		107,000.00		-	-	\$ 107,000.00
SF19-472	SOFTWARE ENHANCEMENTS/MODULES	\$ 55,000.00		55,000.00		-	1,581.00	\$ 53,419.00
SF19-473	BOARD LAPTOPS	\$ 5,000.00		5,000.00		-	-	\$ 5,000.00
SF19-474	BOARD ROOM MONITORS	\$ 35,000.00		35,000.00		-	-	\$ 35,000.00
SF19-475	REWIRE/MOVE SWITCH - WALNUT	\$ 30,000.00		30,000.00		-	-	\$ 30,000.00
SF19-476	PC/PHONES/LIC-NEW EMPLOYEES	\$ 9,000.00		9,000.00		-	-	\$ 9,000.00
SF19-477	PROJECT/PDF SOFTWARE-ENG DEPT	\$ 13,000.00		13,000.00		-	-	\$ 13,000.00
SF19-478	SERVER ROOMS - WALNUT/MARCONI	\$ 42,000.00		42,000.00		-	-	\$ 42,000.00
SF19-480	AMI REPLACEMENTS	-		-		-	-	\$ -
TOTAL		\$ 950,000.00	\$ -	\$ 950,000.00	\$ -	\$ -	\$ 4,126.00	\$ 945,874.00

**Sacramento Suburban Water District
Capital Improvement Project Amended Budget
1/31/2019**

Project No.	Project Name	Original Budget	Amended Budget	Current Month Expenditures	Expenditures Year-To-Date	Committed Year-To-Date	Remaining Balance
SC19-009	WELL REHAB/PUMP ST IMPROVEMENT	\$ 790,000.00	\$790,000.00		\$ -	\$77,439.00	\$ 712,561.00
SC19-010	SCADA RTU/COMMUN IMPROVEMENT	\$ 60,000.00	60,000.00		-	-	\$ 60,000.00
SC19-012	WELL REPLACEMENTS	\$ 2,800,000.00	2,800,000.00		-	-	\$ 2,800,000.00
SC19-013	ELECTRICAL IMPROV @WELL SITES	\$ 220,000.00	220,000.00		-	-	\$ 220,000.00
SC19-018	DISTRIBUTION MAIN REPLACEMENTS	\$ 9,300,000.00	9,300,000.00		-	7,611,269.00	\$ 1,688,731.00
SC19-019	DIST MAIN IMPRV/EXT/INTERTIES	\$ 1,400,000.00	1,400,000.00		-	-	\$ 1,400,000.00
SC19-020	MCCLELLAN LINE REPL	\$ 80,000.00	80,000.00		-	-	\$ 80,000.00
✓ SC19-022	WTR RELATED STREET IMPRV	\$ 220,000.00	220,000.00		-	44,321.00	\$ 175,679.00
SC19-024	METER RETROFIT PROGRAM	\$ 2,500,000.00	2,500,000.00		-	-	\$ 2,500,000.00
SC19-034	RESERVIOR/TANK IMPROVMENT	\$ 685,000.00	685,000.00		-	-	\$ 685,000.00
SC19-035	CORROSION CONTROL-TRAN MAINS	\$ 50,000.00	50,000.00		-	-	\$ 50,000.00
SC19-038	LARGE WTR METER >3" REPL	\$ 100,000.00	100,000.00		-	-	\$ 100,000.00
SC19-046	TANK INSPECTION & REPAIRS	\$ 50,000.00	50,000.00		-	-	\$ 50,000.00
SC19-048	RIGHT OF WAY/EASEMENT ACQUISIT	\$ 5,000.00	5,000.00		-	-	\$ 5,000.00
		\$ 18,260,000.00	\$ 18,260,000.00	\$ -	\$ -	\$ 7,733,029.00	\$ 10,526,971.00

**Sacramento Suburban Water District
Debt
1/31/2019**

Principal Current Month

	Series 2009A COP	Series 2012A	Series 2018A	Total
Beginning Balance	\$ 42,000,000	\$ 15,385,000	\$ 17,295,000	\$ 74,680,000
Additions:				-
Reductions: Payment	-			
Ending Balance	<u>\$ 42,000,000</u>	<u>\$ 15,385,000</u>	<u>\$ 17,295,000</u>	<u>\$ 74,680,000</u>

Principal Year-To-Date

	Series 2009A COP	Series 2012A	Series 2018A	Total
Beginning Balance	\$ 42,000,000	\$ 15,385,000	\$ 17,295,000	\$ 74,680,000
Additions:				-
Reductions: Payment	-			-
Ending Balance	<u>\$ 42,000,000</u>	<u>\$ 15,385,000</u>	<u>\$ 17,295,000</u>	<u>\$ 74,680,000</u>

Interest Expense

	Current Month Actual	Year-To-Date Actual	Budget	Variance
Interest Expense	<u>\$ 198,462</u>	<u>\$ 198,462</u>	<u>\$ 237,500</u>	<u>\$ 39,038</u>

**Investments Outstanding and Activity
January 2019**



Managed Account Detail of Securities Held

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 02/28/2014 2.000% 02/28/2021	912828B90	75,000.00	AA+	Aaa	07/06/16	07/08/16	78,667.97	0.92	638.12	76,657.04	74,285.18
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828078	175,000.00	AA+	Aaa	01/03/17	01/05/17	171,527.34	1.86	618.18	173,162.52	170,864.23
US TREASURY NOTES DTD 05/31/2016 1.375% 05/31/2021	912828R77	100,000.00	AA+	Aaa	03/15/17	03/17/17	97,402.34	2.02	237.98	98,536.59	97,550.80
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	300,000.00	AA+	Aaa	09/01/16	09/02/16	310,781.25	1.22	1,038.46	305,367.05	296,847.60
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	200,000.00	AA+	Aaa	12/01/16	12/05/16	200,593.75	1.93	1,701.66	200,330.85	197,734.40
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	600,000.00	AA+	Aaa	04/03/17	04/05/17	604,640.63	1.82	5,104.97	602,761.01	593,203.20
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	900,000.00	AA+	Aaa	07/06/17	07/11/17	905,449.22	1.85	7,657.46	903,443.36	889,804.80
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,400,000.00	AA+	Aaa	06/27/17	06/29/17	1,415,257.81	1.73	11,911.60	1,409,554.03	1,384,140.80
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	275,000.00	AA+	Aaa	08/01/17	08/03/17	269,725.59	1.72	883.11	271,547.40	266,288.00
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	475,000.00	AA+	Aaa	10/05/17	10/10/17	463,997.07	1.85	1,525.38	467,473.72	459,952.00
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	1,200,000.00	AA+	Aaa	08/30/17	08/31/17	1,181,062.50	1.64	3,853.59	1,187,392.13	1,161,984.00
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	450,000.00	AA+	Aaa	12/04/17	12/06/17	445,324.22	2.12	2,167.65	446,515.59	442,125.00
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	500,000.00	AA+	Aaa	01/03/18	01/04/18	493,652.34	2.18	2,408.49	495,195.31	491,250.00
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	950,000.00	AA+	Aaa	05/03/18	05/07/18	919,644.53	2.73	4,576.14	925,034.71	933,375.00



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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	1,050,000.00	AA+	Aaa	07/03/18	07/06/18	1,018,992.19	2.69	5,057.84	1,023,480.28	1,031,625.00
US TREASURY NOTES DTD 08/15/2012 1.625% 08/15/2022	912828TJ9	1,150,000.00	AA+	Aaa	09/05/18	09/07/18	1,101,753.91	2.76	8,632.81	1,106,422.95	1,118,599.25
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	800,000.00	AA+	Aaa	11/02/18	11/06/18	772,718.75	3.00	1,502.76	774,238.98	790,624.80
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	800,000.00	AA+	Aaa	12/12/18	12/13/18	780,187.50	2.78	1,502.76	780,831.15	790,624.80
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,375,000.00	AA+	Aaa	01/30/19	01/31/19	1,353,193.36	2.55	2,582.87	1,353,238.15	1,358,886.38
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,800,000.00	AA+	Aaa	01/07/19	01/10/19	1,774,054.69	2.51	3,381.22	1,774,435.23	1,778,905.80
Security Type Sub-Total		14,575,000.00					14,358,626.96	2.27	66,983.05	14,375,548.05	14,328,671.04
Supra-National Agency Bond / Note											
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	900,000.00	AAA	Aaa	09/12/17	09/19/17	897,840.00	1.64	5,424.48	898,817.02	884,835.00
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	700,000.00	AAA	Aaa	10/02/17	10/10/17	706,488.37	1.81	3,388.19	703,778.22	694,232.70
INTER-AMERICAN DEVELOPMENT BANK NOTE DTD 04/19/2018 2.625% 04/19/2021	4581X0DB1	225,000.00	AAA	Aaa	04/12/18	04/19/18	224,505.00	2.70	1,673.44	224,630.56	225,159.75
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 07/25/2018 2.750% 07/23/2021	459058GH0	750,000.00	AAA	Aaa	07/18/18	07/25/18	748,245.00	2.83	458.33	748,536.79	753,704.25
Security Type Sub-Total		2,575,000.00					2,577,078.37	2.13	10,944.44	2,575,762.59	2,557,931.70
Municipal Bond / Note											



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Municipal Bond / Note											
CT ST TXBL GO BONDS DTD 03/25/2015 1.974% 03/15/2019	20772JZK1	230,000.00	A	A1	03/16/15	03/25/15	230,646.30	1.90	1,715.19	230,020.53	229,903.40
Security Type Sub-Total		230,000.00					230,646.30	1.90	1,715.19	230,020.53	229,903.40
Federal Agency Collateralized Mortgage Obligation											
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	23,721.81	AA+	Aaa	10/07/15	10/30/15	23,959.36	1.08	32.54	23,732.18	23,605.82
FNMA SERIES 2015-M12 FA DTD 09/01/2015 2.729% 04/01/2020	3136AP3Z3	40,165.95	AA+	Aaa	09/10/15	09/30/15	40,151.49	0.54	91.34	40,155.95	40,117.45
FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	199,026.54	AA+	Aaa	04/11/18	04/30/18	202,985.38	2.27	590.45	202,128.34	201,358.65
FHLMC MULTIFAMILY STRUCTURED P POOL DTD 12/01/2015 3.090% 08/25/2022	3137BM6P6	200,000.00	AA+	Aaa	04/04/18	04/09/18	201,703.13	2.61	515.00	201,337.87	201,432.20
FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	199,678.87	AA+	Aaa	12/07/18	12/17/18	199,678.27	3.11	532.98	199,678.27	201,027.90
Security Type Sub-Total		662,593.17					668,477.63	2.48	1,762.31	667,042.61	667,542.02
Federal Agency Bond / Note											
FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021	3130A8OS5	975,000.00	AA+	Aaa	07/14/16	07/15/16	969,071.03	1.25	517.97	972,043.93	944,789.63
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	130,000.00	AA+	Aaa	08/17/16	08/19/16	129,555.27	1.32	740.28	129,769.77	126,141.34
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	420,000.00	AA+	Aaa	08/17/16	08/19/16	418,299.00	1.33	2,391.67	419,119.30	407,533.56
Security Type Sub-Total		1,525,000.00					1,516,925.30	1.28	3,649.92	1,520,933.00	1,478,464.53
Corporate Note											



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Corporate Note											
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	50,000.00	BBB+	A3	04/20/16	04/25/16	49,861.00	2.10	266.67	49,988.91	49,893.05
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	325,000.00	BBB+	A3	04/21/16	04/26/16	324,792.00	2.02	1,733.33	324,983.41	324,304.83
CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	BBB+	Baa1	06/02/16	06/09/16	144,924.60	2.07	445.88	144,990.95	144,628.95
CITIGROUP INC (CALLABLE) CORP NOTE DTD 01/10/2017 2.450% 01/10/2020	172967LF6	400,000.00	BBB+	Baa1	01/04/17	01/10/17	399,840.00	2.46	571.67	399,948.52	398,199.20
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	500,000.00	A-	A2	10/01/15	10/06/15	496,400.00	2.43	250.00	499,149.81	496,843.50
WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	400,000.00	A-	A2	02/02/15	02/05/15	402,796.00	2.00	23.89	400,581.65	397,272.40
AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	215,000.00	A-	A2	02/28/17	03/03/17	214,776.40	2.24	1,944.56	214,917.14	213,616.05
TOYOTA MOTOR CORP NOTES DTD 03/12/2015 2.150% 03/12/2020	89236TCF0	250,000.00	AA-	Aa3	03/23/15	03/27/15	252,220.00	1.96	2,075.35	250,517.63	248,364.75
TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	275,000.00	AA-	Aa3	04/11/17	04/17/17	274,873.50	1.97	1,549.17	274,948.06	272,834.10
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BO4	175,000.00	A	A2	05/24/17	06/05/17	174,898.50	1.82	490.00	174,953.85	172,832.80
JP MORGAN CHASE & CO CORP NT (CALLABLE) DTD 06/23/2015 2.750% 06/23/2020	46625HLW8	300,000.00	A-	A2	09/01/15	09/04/15	301,491.00	2.64	870.83	300,437.24	299,451.30
WELLS FARGO & COMPANY NOTES DTD 07/22/2015 2.600% 07/22/2020	94974BGM6	375,000.00	A-	A2	09/01/15	09/04/15	377,103.75	2.48	243.75	375,653.92	373,755.75
CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020	14913O2A6	275,000.00	A	A3	09/05/17	09/07/17	274,769.00	1.88	2,077.40	274,875.41	271,402.73



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Corporate Note											
APPLE INC DTD 11/13/2017 2.000% 11/13/2020	037833DJ6	400,000.00	AA+	Aa1	11/06/17	11/13/17	399,664.00	2.03	1,733.33	399,797.89	396,073.60
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.900% 12/15/2020	931142EA7	375,000.00	AA	Aa2	10/11/17	10/20/17	374,456.25	1.95	910.42	374,670.99	370,164.75
US BANCORP CORP NOTES (CALLABLE) DTD 01/29/2016 2.350% 01/29/2021	91159HHL7	350,000.00	A+	A1	12/11/17	12/13/17	350,983.50	2.26	45.69	350,629.14	346,443.65
BRANCH BANKING & TRUST (CALLABLE) NOTES DTD 10/26/2017 2.150% 02/01/2021	05531FAZ6	75,000.00	A-	A2	10/23/17	10/26/17	74,965.50	2.17	806.25	74,977.90	73,836.53
IBM CORP CORP NOTES DTD 02/06/2018 2.650% 02/05/2021	44932HAG8	400,000.00	A	A1	02/01/18	02/06/18	399,804.00	2.67	5,182.22	399,866.65	397,994.40
JOHN DEERE CAPITAL CORP NOTES DTD 03/13/2018 2.875% 03/12/2021	24422EUD9	375,000.00	A	A2	03/08/18	03/13/18	374,745.00	2.90	4,162.76	374,817.78	374,464.13
NATIONAL RURAL UTIL COOP DTD 02/26/2018 2.900% 03/15/2021	63743HER9	150,000.00	A	A2	02/21/18	02/26/18	149,833.50	2.94	1,643.33	149,881.68	149,795.85
NATIONAL RURAL UTIL COOP DTD 02/26/2018 2.900% 03/15/2021	63743HER9	225,000.00	A	A2	04/12/18	04/19/18	224,048.25	3.05	2,465.00	224,299.67	224,693.78
PEPSICO INC CORP (CALLABLE) NOTE DTD 10/10/2017 2.000% 04/15/2021	713448DX3	225,000.00	A+	A1	10/05/17	10/10/17	224,955.00	2.01	1,325.00	224,971.20	222,344.55
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	375,000.00	A	A1	05/16/16	05/19/16	383,617.50	2.00	2,760.42	378,896.75	371,943.00
BANK OF AMERICA CORP NOTE DTD 04/19/2016 2.625% 04/19/2021	06051GFW4	35,000.00	A-	A3	11/01/17	11/03/17	35,271.60	2.39	260.31	35,176.58	34,746.88
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	350,000.00	BBB+	A3	11/01/17	11/03/17	351,134.00	2.40	2,430.56	350,738.50	345,512.65
AMERICAN EXPRESS CREDIT (CALLABLE) NOTES DTD 05/05/2016 2.250% 05/05/2021	0258M0EB1	225,000.00	A-	A2	05/25/16	05/31/16	224,478.00	2.30	1,209.38	224,754.09	221,789.70



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Corporate Note											
BRANCH BANKING & TRUST (CALLABLE) NOTE DTD 05/10/2016 2.050% 05/10/2021	05531FAV5	200,000.00	A-	A2	05/10/16	05/16/16	199,868.00	2.06	922.50	199,938.24	196,200.80
HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	150,000.00	A	A1	05/03/18	05/10/18	149,896.50	3.12	981.67	149,920.18	150,653.55
STATE STREET CORP NOTES DTD 05/19/2016 1.950% 05/19/2021	857477AV5	110,000.00	A	A1	05/19/16	05/24/16	109,532.50	2.04	429.00	109,778.59	107,482.43
CHARLES SCHWAB CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	250,000.00	A	A2	05/17/18	05/22/18	249,992.50	3.25	1,579.86	249,994.03	251,804.50
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	240,000.00	A-	A3	09/13/17	09/18/17	240,000.00	2.33	1,862.40	240,000.00	236,971.44
AMERICAN HONDA FINANCE CORP NOTES DTD 10/10/2018 3.375% 12/10/2021	02665WCP4	375,000.00	A+	A2	10/03/18	10/10/18	374,820.00	3.39	1,792.97	374,826.09	378,089.63
BANK OF AMERICA CORP NOTES DTD 05/17/2018 3.499% 05/17/2022	06051GHH5	90,000.00	A-	A3	05/14/18	05/17/18	90,000.00	3.50	647.32	90,000.00	90,718.56
Security Type Sub-Total		8,660,000.00					8,670,811.35	2.38	45,692.89	8,663,892.45	8,605,123.79
Commercial Paper											
MUFG BANK LTD/NY COMM PAPER DTD 07/20/2018 0.000% 04/16/2019	62479MRG0	750,000.00	A-1	P-1	07/20/18	07/20/18	735,543.75	2.62	0.00	746,037.92	745,890.75
BNP PARIBAS NY BRANCH COMM PAPER DTD 10/19/2018 0.000% 04/17/2019	09659CRH3	750,000.00	A-1	P-1	10/19/18	10/19/18	739,875.00	2.74	0.00	745,761.25	745,894.50
DEXIA CREDIT LOCAL SA NY COMM PAPER DTD 08/09/2018 0.000% 04/29/2019	25214PKO5	500,000.00	A-1+	P-1	08/08/18	08/09/18	490,685.42	2.60	0.00	496,918.75	496,820.00
Security Type Sub-Total		2,000,000.00					1,966,104.17	2.66	0.00	1,988,737.92	1,988,605.25
Certificate of Deposit											
BANK OF NOVA SCOTIA HOUSTON CD DTD 04/06/2017 1.910% 04/05/2019	06417GUE6	375,000.00	A-1	P-1	04/05/17	04/06/17	375,000.00	1.91	2,367.60	375,000.00	374,523.38



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Certificate of Deposit											
SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019	83050FXT3	700,000.00	A-1	P-1	08/03/17	08/04/17	699,727.00	1.85	6,547.33	699,931.75	697,266.50
MUFG BANK LTD/NY CERT DEPOS DTD 09/27/2017 2.070% 09/25/2019	06539RGM3	350,000.00	A-1	P-1	09/25/17	09/27/17	350,000.00	2.07	2,596.13	350,000.00	348,194.70
CREDIT SUISSE NEW YORK CERT DEPOS DTD 02/08/2018 2.670% 02/07/2020	22549LFR1	375,000.00	A	A1	02/07/18	02/08/18	375,000.00	2.67	9,817.81	375,000.00	375,171.38
UBS AG STAMFORD CT LT CD DTD 03/06/2018 2.900% 03/02/2020	90275DHG8	400,000.00	A+	Aa2	03/02/18	03/06/18	400,000.00	2.93	4,833.33	400,000.00	401,114.00
BANK OF NOVA SCOTIA HOUSTON CD DTD 06/07/2018 3.080% 06/05/2020	06417GU22	375,000.00	A+	Aa2	06/05/18	06/07/18	374,857.50	3.10	1,796.67	374,902.71	377,244.38
WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	625,000.00	AA-	Aa3	08/03/17	08/07/17	625,000.00	2.05	6,192.71	625,000.00	619,413.75
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 08/03/2018 3.190% 08/03/2020	06370REU9	670,000.00	A+	Aa2	08/01/18	08/03/18	670,000.00	3.23	10,805.24	670,000.00	671,826.42
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 10/18/2018 3.390% 10/16/2020	86565BPC9	380,000.00	A	A1	10/16/18	10/18/18	379,483.20	3.46	3,685.68	379,555.18	384,355.18
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	700,000.00	AA-	Aa2	11/16/17	11/17/17	700,000.00	2.30	3,398.69	700,000.00	690,960.20
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	650,000.00	AA-	Aa2	06/07/18	06/08/18	650,000.00	3.24	3,159.00	650,000.00	654,480.45
Security Type Sub-Total		5,600,000.00					5,599,067.70	2.60	55,200.19	5,599,389.64	5,594,550.34
Asset-Backed Security / Collateralized Mortgage Obligation											
NISSAN ABS 2015-B A3 DTD 07/22/2015 1.340% 03/15/2020	65475WAD0	7,498.03	NR	Aaa	07/15/15	07/22/15	7,497.44	1.34	4.47	7,497.91	7,492.70
JOHN DEERE ABS 2016-B A3 DTD 07/27/2016 1.250% 06/15/2020	47788NAC2	25,290.40	NR	Aaa	07/19/16	07/27/16	25,288.39	1.25	14.05	25,289.80	25,191.93
ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	25,289.07	AAA	Aaa	05/24/16	05/31/16	25,286.61	1.44	16.19	25,288.26	25,216.38



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Asset-Backed Security / Collateralized Mortgage Obligation											
HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	23,643.23	AAA	Aaa	03/22/16	03/30/16	23,638.65	1.57	16.39	23,641.80	23,569.66
FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	25,284.53	AAA	NR	04/19/16	04/26/16	25,282.14	1.33	14.95	25,283.96	25,184.13
HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	140,207.28	AAA	Aaa	09/14/16	09/21/16	140,188.41	1.30	80.39	140,199.10	139,075.92
ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	106,425.32	NR	Aaa	01/24/17	01/31/17	106,416.02	1.70	80.41	106,420.51	105,770.96
FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	406,713.85	NR	Aaa	01/18/17	01/25/17	406,712.34	1.67	301.87	406,713.17	403,652.39
ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	422,085.56	NR	Aaa	03/21/17	03/29/17	422,035.80	1.79	333.92	422,057.79	419,291.27
TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	325,000.00	AAA	Aaa	05/09/18	05/16/18	324,995.16	2.96	427.56	324,995.94	325,885.46
HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	325,000.00	AAA	Aaa	11/20/18	11/28/18	324,951.41	3.17	456.44	324,953.28	326,831.83
ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	400,000.00	AAA	Aaa	06/19/18	06/27/18	399,972.64	3.09	533.33	399,976.18	400,999.04
CCCIT 2018-A1 A1 DTD 01/31/2018 2.490% 01/20/2023	17305EGK5	750,000.00	NR	Aaa	01/25/18	01/31/18	749,896.20	2.54	570.63	749,917.11	746,786.18
NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	350,000.00	AAA	Aaa	12/04/18	12/12/18	349,932.94	3.53	500.89	349,935.10	352,609.74
Security Type Sub-Total		3,332,437.27					3,332,094.15	2.50	3,351.49	3,332,169.91	3,327,557.59
Managed Account Sub-Total		39,160,030.44					38,919,831.93	2.34	189,299.48	38,953,496.70	38,778,349.66



Managed Account Detail of Securities Held

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Securities Sub-Total	\$39,160,030.44	\$38,919,831.93	2.34%	\$189,299.48	\$38,953,496.70	\$38,778,349.66
Accrued Interest						\$189,299.48
Total Investments						\$38,967,649.14

**Investment Activity
January 2019**



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY											
	01/07/19	01/10/19	US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,800,000.00	(1,774,054.69)	(1,056.63)	(1,775,111.32)			
	01/30/19	01/31/19	US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,375,000.00	(1,353,193.36)	(2,502.16)	(1,355,695.52)			
Transaction Type Sub-Total					3,175,000.00	(3,127,248.05)	(3,558.79)	(3,130,806.84)			
INTEREST											
	01/01/19	01/25/19	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	23,768.19	0.00	32.60	32.60			
	01/01/19	01/25/19	FHLMC MULTIFAMILY STRUCTURED P POOL DTD 12/01/2015 3.090% 08/25/2022	3137BM6P6	200,000.00	0.00	515.00	515.00			
	01/01/19	01/25/19	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	211,094.81	0.00	666.31	666.31			
	01/01/19	01/25/19	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	4,040.25	0.00	6.39	6.39			
	01/01/19	01/25/19	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	200,000.00	0.00	533.83	533.83			
	01/01/19	01/25/19	FNMA SERIES 2015-M12 FA DTD 09/01/2015 2.729% 04/01/2020	3136AP3Z3	40,262.01	0.00	91.56	91.56			
	01/02/19	01/02/19	MONEY MARKET FUND	MONEY0002	0.00	0.00	1,370.97	1,370.97			
	01/10/19	01/10/19	SVENSKA HANDELSBANKEN NY CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	750,000.00	0.00	7,245.00	7,245.00			
	01/10/19	01/10/19	CITIGROUP INC (CALLABLE) CORP NOTE DTD 01/10/2017 2.450% 01/10/2020	172967LF6	400,000.00	0.00	4,900.00	4,900.00			
	01/14/19	01/14/19	FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021	3130A8OS5	975,000.00	0.00	5,484.38	5,484.38			
	01/15/19	01/15/19	NISSAN ABS 2015-B A3 DTD 07/22/2015 1.340% 03/15/2020	65475WAD0	14,510.64	0.00	16.20	16.20			
	01/15/19	01/15/19	ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	400,000.00	0.00	1,000.00	1,000.00			
	01/15/19	01/15/19	HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	27,814.31	0.00	36.16	36.16			



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	01/15/19	01/15/19	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	350,000.00	0.00	1,033.08	1,033.08			
	01/15/19	01/15/19	TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	325,000.00	0.00	801.67	801.67			
	01/15/19	01/15/19	FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	29,602.72	0.00	32.81	32.81			
	01/15/19	01/15/19	FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	436,462.07	0.00	607.41	607.41			
	01/15/19	01/15/19	ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	115,393.44	0.00	163.47	163.47			
	01/15/19	01/15/19	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	325,000.00	0.00	855.83	855.83			
	01/15/19	01/15/19	ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	454,685.07	0.00	674.45	674.45			
	01/15/19	01/15/19	ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	31,065.97	0.00	37.28	37.28			
	01/15/19	01/15/19	HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	152,282.00	0.00	163.70	163.70			
	01/15/19	01/15/19	JOHN DEERE ABS 2016-B A3 DTD 07/27/2016 1.250% 06/15/2020	47788NAC2	30,504.92	0.00	31.78	31.78			
	01/17/19	01/17/19	CITIBANK ABS 2017-A2 A2 DTD 01/26/2017 1.740% 01/19/2021	17305EGA7	550,000.00	0.00	4,785.00	4,785.00			
	01/20/19	01/20/19	CCCIT 2018-A1 A1 DTD 01/31/2018 2.490% 01/20/2023	17305EGK5	750,000.00	0.00	9,337.50	9,337.50			
	01/22/19	01/22/19	WELLS FARGO & COMPANY NOTES DTD 07/22/2015 2.600% 07/22/2020	94974BGM6	375,000.00	0.00	4,875.00	4,875.00			
	01/23/19	01/23/19	JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	500,000.00	0.00	5,625.00	5,625.00			
	01/23/19	01/23/19	INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 07/25/2018 2.750% 07/23/2021	459058GH0	750,000.00	0.00	10,200.00	10,200.00			
	01/29/19	01/29/19	US BANCORP CORP NOTES (CALLABLE) DTD 01/29/2016 2.350% 01/29/2021	91159HHL7	350,000.00	0.00	4,112.50	4,112.50			



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
01/30/19	01/30/19		WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	400,000.00	0.00	4,300.00	4,300.00			
Transaction Type Sub-Total					9,171,486.40	0.00	69,534.88	69,534.88			
MATURITY											
01/01/19	01/01/19		FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	4,040.25	4,040.25	0.00	4,040.25	(40.40)	0.00	
01/10/19	01/10/19		SVENSKA HANDELSBANKEN NY CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	750,000.00	750,000.00	0.00	750,000.00	0.00	0.00	
Transaction Type Sub-Total					754,040.25	754,040.25	0.00	754,040.25	(40.40)	0.00	
PAYDOWNS											
01/01/19	01/25/19		FNMA SERIES 2015-M12 FA DTD 09/01/2015 2.729% 04/01/2020	3136AP3Z3	96.06	96.06	0.00	96.06	0.03	0.00	
01/01/19	01/25/19		FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AODO0	46.38	46.38	0.00	46.38	(0.46)	0.00	
01/01/19	01/25/19		FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	12,068.27	12,068.27	0.00	12,068.27	(240.05)	0.00	
01/01/19	01/25/19		FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	321.13	321.13	0.00	321.13	0.00	0.00	
01/15/19	01/15/19		JOHN DEERE ABS 2016-B A3 DTD 07/27/2016 1.250% 06/15/2020	47788NAC2	5,214.52	5,214.52	0.00	5,214.52	0.42	0.00	
01/15/19	01/15/19		NISSAN ABS 2015-B A3 DTD 07/22/2015 1.340% 03/15/2020	65475WAD0	7,012.61	7,012.61	0.00	7,012.61	0.56	0.00	
01/15/19	01/15/19		FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	29,748.22	29,748.22	0.00	29,748.22	0.11	0.00	
01/15/19	01/15/19		HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	4,171.08	4,171.08	0.00	4,171.08	0.81	0.00	
01/15/19	01/15/19		FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	4,318.19	4,318.19	0.00	4,318.19	0.41	0.00	
01/15/19	01/15/19		HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	12,074.72	12,074.72	0.00	12,074.72	1.62	0.00	



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2019

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
PAYDOWNS											
	01/15/19	01/15/19	ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	32,599.51	32,599.51	0.00	32,599.51	3.84	0.00	
	01/15/19	01/15/19	ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	5,776.90	5,776.90	0.00	5,776.90	0.56	0.00	
	01/15/19	01/15/19	ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	8,968.12	8,968.12	0.00	8,968.12	0.78	0.00	
	01/17/19	01/17/19	CITIBANK ABS 2017-A2 A2 DTD 01/26/2017 1.740% 01/19/2021	17305EGA7	550,000.00	550,000.00	0.00	550,000.00	105.32	0.00	
Transaction Type Sub-Total					672,415.71	672,415.71	0.00	672,415.71	(126.05)	0.00	
SELL											
	01/07/19	01/10/19	US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	550,000.00	542,802.74	4,011.05	546,813.79	(27,843.74)	(18,445.74)	FIFO
	01/07/19	01/10/19	US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	850,000.00	838,876.95	6,198.89	845,075.84	(13,646.49)	(12,561.43)	FIFO
Transaction Type Sub-Total					1,400,000.00	1,381,679.69	10,209.94	1,391,889.63	(41,490.23)	(31,007.17)	
Managed Account Sub-Total						(319,112.40)	76,186.03	(242,926.37)	(41,656.68)	(31,007.17)	
Total Security Transactions						(319,112.40)	\$76,186.03	(\$242,926.37)	(\$41,656.68)	(\$31,007.17)	

**Cash Expenditures
January 2019**

AP Warrant List from 1/1/2019 to 1/31/2019

Group	Vendor Name	Amount	Description
	Payroll	\$ 410,577.54	Miscellaneous Employee Benefits
	ACWA JPIA INSURANCE/EAP - Invoices:1	\$ 169.20	Miscellaneous Employee Benefits
	AFLAC - Invoices:1	\$ 846.96	Supplemental Insurance
	AMERITAS (VISION) - Invoices:1	\$ 1,936.44	Employee Benefit - Vision Insurance
	CIGNA GROUP INS LIFE/LTD - Invoices:1	\$ 3,806.29	Employee Benefit - LTD Insurance
	CIGNA-DENTAL INS - Invoices:1	\$ 13,282.38	Employee Benefit - Dental Insurance
	EMPLOYEE RELATIONS NETWORK -	\$ 219.85	Miscellaneous Employee Benefits
	PERS HEALTH - Invoices:1	\$ 95,275.59	Miscellaneous Employee Benefits
	PERS PENSION - Invoices:4	\$ 33,636.73	Employee Benefit - PERS Retirement--ER
	AFFINITY ENGINEERING INC - Invoices:4	\$ 17,745.00	Construction In Progress
	AREA WEST ENGINEERS - Invoices:1	\$ 8,005.00	Construction In Progress
	BROWER MECHANICAL - Invoices:3	\$ 6,091.20	Building Maintenance - Office & Yard
	CDWG - Invoices:6	\$ 4,484.79	Construction In Progress
	CORE & MAIN - Invoices:3	\$ 28,602.32	Construction In Progress
	COUNTY OF SAC PUBLIC WORKS -	\$ 2,174.80	Construction In Progress
	DITCH WITCH EQUIPMENT CO - Invoices:1	\$ 12,283.50	Construction In Progress
	DOMENCHELLI & ASSOCIATES - Invoices:3	\$ 64,771.80	Construction In Progress
	DOUG VEERKAMP GENERAL ENGR -	\$ 863,482.98	Construction In Progress
	ERC CONTRACTING - Invoices:1	\$ 13,950.00	Construction In Progress
	FERGUSON WATERWORKS - Invoices:16	\$ 29,956.61	Construction In Progress
	FLOWLINE CONTRACTORS INC - Invoices:5	\$ 659,028.30	Construction In Progress
	GEI CONSULTANTS - Invoices:2	\$ 20,946.00	Construction In Progress
	INDUSTRIAL ELECTRICAL CO - Invoices:1	\$ 15,747.76	Construction In Progress
	KIRBY PUMP AND MECHANICAL - Invoices:1	\$ 870.00	Construction In Progress
	LAKE VUE ELECTRIC INC - Invoices:2	\$ 640.50	Building Maintenance - Office & Yard
	LOEWEN PUMP MAINTENANCE - Invoices:2	\$ 36,720.00	Construction In Progress
	MCCROMETER - Invoices:1	\$ 16,152.53	Construction In Progress
	PACE SUPPLY CORP - Invoices:2	\$ 3,681.96	Construction In Progress
	PRODIGY ELECTRIC - Invoices:1	\$ 630.00	Construction In Progress
	RIVER CITY PAINTING - Invoices:4	\$ 29,230.00	Construction In Progress
	S E AHLSTROM INSPECTION - Invoices:2	\$ 12,240.00	Construction In Progress
	SAN JOAQUIN ELECTRIC INC - Invoices:2	\$ 77,976.45	Construction In Progress
	SONITROL - Invoices:5	\$ 24,820.18	Building Service Expense - Office & Yard
	TESCO - Invoices:1	\$ 32,685.00	Construction In Progress
	TETRA TECH INC - Invoices:1	\$ 9,110.00	Construction In Progress
	WOOD RODGERS ENGINEERING -	\$ 21,629.44	Construction In Progress
	CITIGROUP GLOBAL MARKETS INC -	\$ 13,232.88	2009A COP Interest Expense
	SUMITOMO MITSUI BANKING	\$ 42,779.32	2009A COP Interest Expense
	WELLS FARGO SWAP - Invoices:1	\$ 39,225.30	2009A COP Interest Expense

ADP, INC - Invoices:4	\$	2,436.54	Financial Services
BRINKS - Invoices:1	\$	587.53	Financial Services
PFM ASSET MANAGEMENT LLC - Invoices:2	\$	7,387.37	Financial Services
WESTAMERICA BANK ANALYSIS FEES -	\$	5,584.15	Financial Services
WESTAMERICA CARD PROCESSING SIMI -	\$	7,591.98	Financial Services
WORLDPAY INTEGRATED PAYMENTS -	\$	1,103.32	Financial Services
ABA DABA RENTAL - Invoices:1	\$	27.84	Operating Supplies
ACWA JPIA INSURANCE AUTHORITY -	\$	22,128.74	Worker's Compensation Insurance
ADVANCED ROOF DESIGN INC - Invoices:2	\$	6,090.00	Building Maintenance - Office & Yard
AIRGAS USA LLC - Invoices:1	\$	27.52	Operating Supplies
AMERICAN PAVEMENT SYSTEMS -	\$	2,214.66	Hydrant Permit Deposit Refund
ANNA M MCKEEL - Invoices:1	\$	150.00	BMP Rebates
ANSWERNET - Invoices:1	\$	395.97	Communication
AQUA TECH COMPANY - Invoices:2	\$	28,650.00	Contract Services
AT&T CALNET 3 - Invoices:6	\$	6,226.08	Communication
ATLAS DISPOSAL - Invoices:2	\$	366.43	Building Service Expense - Office & Yard
ATLAS FENCE - Invoices:2	\$	5,740.00	Contract Services
AVILES SIGN AND LIGHTING REPAIR -	\$	802.00	Contract Services
BACKFLOW DISTRIBUTORS INC - Invoices:2	\$	19,670.63	Operating Supplies
BADGER METER INC - Invoices:1	\$	22.25	Communication
BADGER TAG & LABEL CORPORATION -	\$	695.59	Field Tags
BARTKIEWICZ KRONICK & SHANAHAN -	\$	17,978.05	Legal Services
BENDER ROSENTHAL INC - Invoices:1	\$	4,380.00	Consulting Services
BROADRIDGE MAIL LLC - Invoices:10	\$	15,543.68	Postage/Shipping/UPS/Fed Ex
BUD'S TRI COUNTY TREE SERVICE -	\$	1,900.00	Misc. Repairs
BURTON ROB /BURT'S LAWN & GARDEN	\$	15,280.00	Contract Services
CALIFORNIA LABORATORY SERVICES -	\$	10,525.00	Inspection & Testing
CALIFORNIA SURVEYING & DRAFTING -	\$	750.00	Equipment Maintenance Services
CALIFORNIA WATER EFFICIENCY	\$	5,948.35	Membership & Dues
CHARNER H GORE JR - Invoices:1	\$	150.00	BMP Rebates
CINTAS - Invoices:23	\$	5,517.84	Building Maintenance - Office & Yard
CITRUS HEIGHTS WATER DISTRICT -	\$	136.33	Public Relations
CITY OF SACRAMENTO DEPT OF UTILITIES	\$	67.86	Utilities
CITY OF SACRAMENTO/ ENCROACHMENT -	\$	290.00	Encroachment Fees
CLEAR VISION WINDOW CLEANING -	\$	225.00	Building Service Expense - Office & Yard
COMCAST - Invoices:1	\$	40.15	Communication
CONSOLIDATED COMMUNICATIONS -	\$	410.34	Communication
CORIX WATER PRODUCTS US INC. -	\$	7,602.85	Inventory Issues
COUGHRAN MECHANICAL SERVICE -	\$	4,826.52	Contract Services
COUNTY OF SAC ENVIRO MGT DEPT -	\$	601.00	Licenses, Permits & Fees
COUNTY OF SAC UTILITIES - Invoices:4	\$	871.95	Utilities
CRAIG LOCKE - Invoices:2	\$	1,616.90	Local Travel Cost
CROWN DISTRIBUTING - Invoices:2	\$	1,280.40	Building Maintenance - Office & Yard
CULLIGAN - Invoices:1	\$	69.75	Building Maintenance - Office & Yard

Customer Refunds: 284	\$	17,033.94	Refund Clearing Account
DAN BILLS - Invoices:2	\$	192.76	Local Travel Cost
DAN YORK - Invoices:1	\$	284.23	Travel Conferences
DAWSON OIL CO - Invoices:1	\$	4,780.01	Operating Supplies
DEBRA IWANASA - Invoices:1	\$	150.00	BMP Rebates
DICK JAMES & ASSOC - Invoices:1	\$	1,000.00	BMP Rebates
DIRECT TV - Invoices:1	\$	5.00	Communication
DOMCO PLUMBING - Invoices:1	\$	325.00	Contract Services
DOUG CATER - Invoices:1	\$	184.88	Employee Retention/Morale
ELEVATOR TECHNOLOGY INC - Invoices:2	\$	200.00	Building Service Expense - Office & Yard
EMIGH ACE HARDWARE - Invoices:7	\$	96.69	Building Maintenance - Office & Yard
EUROFINS EATON ANALYTICAL - Invoices:4	\$	19,579.00	Inspection & Testing
GARFIELD COURT APARTMENTS -	\$	1,000.00	BMP Rebates
GM CONSTRUCTION & DEVELOPERS -	\$	11,636.00	Construction Services
GRAINGER - Invoices:1	\$	55.74	Building Maintenance - Office & Yard
GREG BUNDESEN - Invoices:2	\$	321.41	Required Training
H2H PROPERTIES - Invoices:2	\$	2,490.00	H&D WALNUT PARKING LOT LEASE
HACH COMPANY - Invoices:3	\$	1,782.48	Operating Supplies
HARROLD FORD - Invoices:5	\$	2,448.50	Claims & Insurance Reimb.
HERBURGER PUBLICATIONS INC -	\$	400.00	Public Relations
IRON MOUNTAIN OFF SITE DATA	\$	502.04	Equipment Maintenance Services
J&J LOCKSMITH - Invoices:1	\$	237.05	Building Maintenance - Office & Yard
JANICE KLAR - Invoices:1	\$	150.00	BMP Rebates
JOAN FRANZINO - Invoices:1	\$	225.00	Public Relations
JOEL KASPICK - Invoices:1	\$	225.00	BMP Rebates
LES SCHWAB TIRE CENTER/MADISON -	\$	1,334.71	Equipment Maintenance Services
LIEBERT CASSIDY WHITMORE - Invoices:1	\$	100.00	Consulting Services
MARQUEE FIRE PROTECTION - Invoices:1	\$	750.00	Building Maintenance - Office & Yard
MARTHA KATE NUNGESSER - Invoices:1	\$	150.00	BMP Rebates
MICHAEL PHILLIPS LANDSCAPE CORP -	\$	6,310.00	Building Service Expense - Office & Yard
MIKE HUOT - Invoices:2	\$	123.01	Employee Retention/Morale
MILES TREASTER & ASSOCIATION -	\$	168.80	Equipment Maintenance Services
MSDSOONLINE, INC - Invoices:1	\$	2,149.00	Annual Renewal
NATIONAL METER AND AUTOMATION INC -	\$	69,421.97	Operating Supplies
OFFICE DEPOT INC - Invoices:9	\$	1,670.76	Office Supplies
ONE STOP TRUCK SHOP - Invoices:1	\$	178.76	Equipment Maintenance Services
PANATRACK INC - Invoices:1	\$	3,161.00	Maintenance
PEOPLEREADY - Invoices:2	\$	1,615.52	Temporary Help
PERS CERBT OPEBB WIRES - Invoices:1	\$	580,000.00	CERBT Funding
PEST PROS - Invoices:3	\$	255.00	Building Service Expense - Office & Yard
PETER D'ANNA SR - Invoices:1	\$	150.00	BMP Rebates
PLACER COUNTY WATER AGENCY -	\$	12,737.93	Joint Defense Am River JDA
PROTECTION ONE - Invoices:1	\$	543.78	Building Service Expense - Office & Yard
RACHEL MIDDLESTEAD - Invoices:1	\$	50.00	Required Training
RAFTELIS - Invoices:1	\$	9,227.50	Consulting Services

RAY MORGAN CO - Invoices:3	\$	914.32	Equipment Maintenance Services
ROADRUNNER DRILLING & PUMP CO -	\$	4,200.00	Operating Supplies
RUE EQUIPMENT INC - Invoices:12	\$	2,433.22	Equipment Maintenance Services
SACRAMENTO AREA CREEKS COUNCIL -	\$	2,000.00	Public Relations
SACRAMENTO SUBURBAN WATER	\$	154.90	Local Travel Cost
SAWWA - Invoices:1	\$	1,000.00	Membership & Dues
SHRED-IT - Invoices:2	\$	148.80	Contract Services
SIERRA WEST CONSULTANTS - Invoices:1	\$	8,596.00	Consulting Services
SIGN UP - Invoices:1	\$	250.00	Building Maintenance - Office & Yard
STATE WATER RESOURCE - Invoices:1	\$	442.00	Licenses, Permits & Fees
SUBURBAN PROPANE - Invoices:1	\$	2,699.02	Operating Supplies
SYBLON REID - Invoices:1	\$	2,300.00	Hydrant Permit Deposit Refund
SYCAMORE ENVIRONMENTAL	\$	1,895.06	Hydrant Permit Deposit Refund
TEE JANITORIAL & MAINTENANCE -	\$	3,223.50	Building Service Expense - Office & Yard
THE GEORGE KARADANIS PARTNERSHIP -	\$	1,000.00	BMP Rebates
TINA LYNN DESIGN - Invoices:6	\$	601.79	Contract Services
TODD ARTRIP - Invoices:2	\$	237.94	Uniforms
TRAFFIC MANAGEMENT GROUP INC (TMI) -	\$	500.00	Construction Services
UNITED BUILDING CONTRACTORS -	\$	2,270.36	Hydrant Permit Deposit Refund
US BANK CORPORATE PAYMENT SYSTEM -	\$	18,029.59	Vehicle Maintenance Supplies
VALLEY REDWOOD & YARD SUPPLY -	\$	140.08	Operating Supplies
VANS CARPETS - Invoices:1	\$	200.00	Building Maintenance - Office & Yard
VERIZON WIRELESS/DALLAS TX -	\$	4,513.87	Communication
VOYAGER FLEET SYSTEMS - Invoices:1	\$	8,577.33	Operating Supplies
WASTE MANAGEMENT - Invoices:3	\$	799.12	Building Service Expense - Office & Yard
WATER EDUCATION FOUNDATION -	\$	4,000.00	Other Training
WATERWISE CONSULTING, INC. -	\$	2,525.00	Consulting Services
WEST YOST & ASSOCIATES - Invoices:1	\$	4,521.25	Consulting Services
WATER USAGE			
CITY OF SACRAMENTO WATER - Invoices:1	\$	455.17	Purchased Water-City of Sacramento
PG&E - Invoices:5	\$	1,457.06	Utilities
PLACER COUNTY WATER AGENCY -	\$	100,950.00	Water Usage Oct 18-Dec 18
SAN JUAN WATER DISTRICT - Invoices:1	\$	464,876.43	Water Usage Oct 18-Dec 18
SIERRA CHEMICAL COMPANY - Invoices:5	\$	16,095.48	HFA, Chemical & Delivery
SMUD - Invoices:4	\$	105,623.30	Electrical Charges
	\$	4,405,588.23	

**Credit Card Expenditures
January 2019**

Sacramento Suburban Water District
 US Bank Purchasing Card Program
 CalCard Expenditures
 January 2019

Vendor Name	Description	Amount	Proj/GLAcct
RALEY'S	MILESTONE/LIFE EVENTS - 2 RETIREMENT CARDS	\$8.81	02-51403
USPS	POSTAGE FOR DAVE MARROW PACKAGE MAILED	\$7.90	04-53003
VISTA PRINT	YEARLY HOLIDAY CLOSED SIGNS	\$63.17	04-53002
RALEY'S	LEMONADE & COOKIES FOR STRATEGIC PLAN WORKSHOP MEETING	\$39.12	02-51403
BATH AND BODY WORKS	OFFICE SUPPLIES	\$21.11	03-52108
GRAND HYATT	DAN YORK TRAVEL HOTEL FOR ACWA	\$898.12	02-55001
DOLLAR TREE	ANNUAL EMP. ACHIEVEMENT EVENT GAME	\$10.78	02-51403
RALEY'S	ALL HANDS REFRESHMENTS	\$27.77	02-51403
RALEY'S	DECEMBER BIRTHDAY'S	\$18.99	02-51403
NOAH'S BAGELS	DECEMBER ALL HANDS REFRESHMENTS	\$603.31	02-51403
B&H PHOTO	VIDEO EXTENDER FOR NEW BOARDROOM MONITORS	\$349.95	18-52101
AMAZON MARKETPLACE	20 FOOT CAT 6E PATCH CABLES FOR NEW SERVER ROOM	\$90.20	18-52101
SYNERGY GLOBAL TECHNOLOGY	RACK LIGHTS FOR NEW RACKS IN SERVER ROOM	\$280.45	18-52101
FRYS ELECTRONICS	EXTERNAL HARD DRIVE FOR NEW IMAGERY FROM RWA AND 24 PORT HUB	\$214.48	18-52101
AMAZON MARKETPLACE	25 FOOT CAT 6E PATCH CABLES FOR NEW SERVER ROOM	\$172.20	18-52101
AMAZON MARKETPLACE	20 FOOT CAT 6E PATCH CABLES FOR NEW SERVER ROOM	\$72.63	18-52101
BESTBUY	UPS FOR OLD SERVER ROOM	\$216.49	18-52101
AMAZON MARKETPLACE	7 FOOT CAT 6E PATCH CABLES FOR NEW SERVER ROOM	\$48.45	18-52101
BATTERIES & BULBS	UNIVERSAL AC ADAPTER	\$16.15	18-52101
AMAZON MARKETPLACE	VELCRO FOR CABLE	\$15.88	18-52101
AMAZON MARKETPLACE	10 FOOT DISPLAY PORT CABLES FOR CASSIE	\$17.78	18-52101
AMAZON MARKETPLACE	7 FOOT CABLES FOR KVM	\$33.90	18-52101
A-NEUVIDÉO	REPLACEMENT POWER SUPPLY	\$16.25	18-52101
AMAZON MARKETPLACE	5 AND 14 FOOT CABLES FOR KVM	\$113.50	18-52101
SPAGHETTI FACTORY	DEPARTMENT LUNCH KEN, ANNETTE, SARAH, ROBIN, LYNN, MATT	\$120.43	02-51403
DELL	ONSITE WARRANTY WORK ON LAPTOP	\$149.00	18-52101
DELL	LCD SCREEN FOR LAPTOP	\$162.63	18-52101
HANLEY'S BLACKSMITH	BUILD UP THE SUSPENSION VEHICLE 66	\$1,880.09	12-54005
AMAZON.COM	19-557 MAGNETIC LOCATOR - EQUIPMENT 350	\$524.95	12-54003
MYWHITEBOARDS	MAP STRIPS FOR THE PRODUCTION FOREMAN OFFICE	\$134.79	12-54008
PEP BOYS	WIPER BLADES - VEHICLE SUPPLIES	\$27.98	12-54006
BRIDGEPORT	2018 WORK BOOTS - MICHELLE HIRT	\$215.95	12-51408
THE HOME DEPOT	POST TO MOUNT PARKING SIGN AND DRAIN CLEANER	\$56.50	12-52101
AMAZON.COM	DESK CHARGERS FOR NEW CELL PHONES	\$339.80	12-53503
AMAZON.COM	CHARGERS FOR NEW CELL PHONES	\$669.50	12-53503
MOBILE GAS	FUEL FOR VEHICLE #47	\$18.29	12-52101
THE HOME DEPOT	TOOLS/SUPPLIES TO REPAIR DAMAGED CO-AXIAL CABLE	\$58.08	12-52101
SUPERBRIGHTLEDS.COM	REPLACEMENT BULBS FOR VEHICLES	\$25.77	12-54006

THE HOME DEPOT	HEATERS FOR HEATHER & AMY	\$43.04	12-52101
AWWA	WATER QUALITY COMPLAINT INVESTIGATOR'S GUIDE	\$64.50	06-51407
AMAZON.OM	VEHICLE CHARGERS FOR NEW CELL PHONES	\$109.90	12-53503
THE HOME DEPOT	ANCHORS, MOTION SENSORS, WALL PLATES, DOOR SWEEPS (MARCONI SERVER ROOM)	\$140.42	12-54008
SACRAMENTO COUNTY	DISPOSE OF PARTITIONS FROM MARCONI AT NORTH AREA TRANSFER STATION	\$34.10	12-54007
AMAZON.COM	DRYWALL PLUGS TO REPAIR FIREWALL AT MARCONI - SERVER ROOM	\$50.70	12-54008
NAPA AUTO PARTS	WIPER BLADES FOR VEHICLE #43	\$10.75	12-54005
THE HOME DEPOT	DOOR STOPS, TOOLS	\$100.26	12-52101
AMAZON.COM	DRYWALL PLUG TO REPAIR FIREWALL AT MARCONI	\$31.08	12-54008
SMART & FINAL	KITCHEN SUPPLIES	\$39.91	03-52108
HOME DEPOT	SPADE BIT FOR ROTO HAMMER	\$63.54	07-52101
HANNIBALS CATERING	DEPOSIT FOR 2018 ANNUAL EMPLOYEE ACHIEVEMENT EVENT (FOOD)	\$500.00	02-51403
AMAZON	GAME PRIZES FOR 2018 ANNUAL EMPLOYEE ACHIEVEMENT EVENT	\$497.92	02-51403
SMART & FINAL	RETIREMENT REFRESHMENTS	\$23.94	02-51403
SAMS CLUB	REFRESHMENTS FOR THE 2018 ANNUAL EMPLOYEE ACHIEVEMENT EVENT	\$284.55	02-51403
CHICK FIL A	RETIREMENT REFRESHMENTS	\$216.32	02-51403
UNDER THE BIG TOP	DICE FOR GAMES PLAYED AT THE 2018 ANNUAL EMPLOYEE ACH. EVENT	\$4.09	02-51403
HANNIBALS CATERING	FOOD FOR 2018 ANNUAL EMPLOYEE ACHIEVEMENT EVENT	\$1,410.28	02-51403
MARRIOTT	LODGING FOR INVENTORY MANAGEMENT CLASS-SARAH DAINS	\$1,076.17	05-55001
SAMS CLUB	RETIREMENT REFRESHMENTS	\$79.95	02-51403
SAMS CLUB	COOKIE PLATTER- ANTELOPE GARDEN FAREWELL	\$19.98	02-51403
Totals:		\$12,542.55	

**DRAFT - District Reserve Balances
January 31, 2019**

**Sacramento Suburban Water District
Reserve Fund Balance**

	<u>January 31, 2019</u>	<u>December 31, 2018</u>
Debt Service Reserve	\$ -	\$ -
Facilities Reimbursement	-	-
Emergency/Contingency	11,542,750	11,255,000
Operating	7,665,250	7,390,000
Rate Stabilization	6,652,000	6,244,500
Interest Rate Risk	-	-
Grant	137,500	-
Capital Asset	18,667,825	20,160,655
TOTAL	\$ 44,665,325	\$ 45,050,155

**Cash and Investments
Per District Balance Sheet
(Provided for Reconciliation Purposes)**

	<u>January 31, 2019</u>	<u>December 31, 2018</u>
Cash and Cash Equivalents	\$ 7,675,942	\$ 7,585,118
Water Transfer Fund Receivable ¹	-	872,280
Investments	36,789,785	36,369,025
Interest Receivable	191,784	215,917
Restricted Cash	7,814	7,814
TOTAL	\$ 44,665,325	\$ 45,050,155

Information Required by Bond Agreement

Sacramento Suburban Water District
Schedule of Net Revenues
As Of

	Actual Year-To-Date 1/31/2019	Budget Year-To-Date 1/31/2019
REVENUES		
Water sales charges	\$1,243,697.53	\$1,968,167.00
Capital facilities charge	1,715,455.26	2,047,583.00
Facility development charges		25,000.00
Interest and investment income	177,001.77	77,667.00
Rental & other income	76,002.00	33,333.00
TOTAL REVENUES	3,212,156.56	4,151,750.00
EXPENSES		
Source of supply	184,972.36	247,753.25
Pumping	228,552.95	400,621.25
Transmission and distribution	319,687.42	346,473.43
Water conservation	25,301.32	34,697.94
Customer accounts	45,925.29	116,701.93
Administrative and general	482,910.18	973,309.58
TOTAL EXPENSES	1,287,349.52	2,119,557.38
NET REVENUE	1,924,807.04	2,032,192.62

Sacramento Suburban Water District
6 - Months Debt Service Schedule
1/31/2019

Month	Principal	Total SSWD Debt Service		
		Interest Adjustable/Fixed/Swap	Facility Fee	Remarketing
Feb-19	\$ -	\$ 87,630.79	\$ -	\$ -
Mar-19	-	87,630.79	50,400.00	13,125.00
Apr-19	-	87,630.79	-	-
May-19	-	704,355.79	-	-
Jun-19	-	87,630.79	50,400.00	13,125.00
Jul-19	-	87,630.79	-	-

Month	Principal	Series 2012A Fixed Rate Bonds (\$23,440,000.00)		
		Interest - Fixed 4.25%		
Feb-19	\$ -	\$ -	\$ -	\$ -
Mar-19	-	-	-	-
Apr-19	-	-	-	-
May-19	-	339,013.00	-	-
Jun-19	-	-	-	-
Jul-19	-	-	-	-

Month	Principal	Series 2009A Adjustable Rate COPs (\$42,000,000.00)		
		Interest, Adjustable 1.21%	Facility Fee 0.480%	Remarketing 0.125%
Feb-19	\$ -	\$ 42,350.00		
Mar-19	-	42,350.00	50,400.00	13,125.00
Apr-19	-	42,350.00		
May-19	-	42,350.00		
Jun-19	-	42,350.00	50,400.00	13,125.00
Jul-19	-	42,350.00		

Month	Principal	Series 2018A Fixed Rate COPs (\$27,915,000)		
		Interest - Fixed 3.45%		
Feb-19	\$ -	\$ -	\$ -	\$ -
Mar-19	-	-	-	-
Apr-19	-	-	-	-
May-19	-	277,712.00	-	-
Jun-19	-	-	-	-
Jul-19	-	-	-	-

Month	Principal	2012 SWAP Interest, Net (\$33,000,000.00)		
		Interest, Swap Net (3.283-1.50699-.18)%		
Feb-19		\$ 45,280.79	-	-
Mar-19		\$ 45,280.79	-	-
Apr-19		\$ 45,280.79	-	-
May-19		\$ 45,280.79	-	-
Jun-19		\$ 45,280.79	-	-
Jul-19		\$ 45,280.79	-	-

Financial Markets Report January 31, 2019

Summary of District's Debt Portfolio:

Debt	Original Par	Outstanding	Issuance	Credit Enhancement	Final Maturity
2009A	\$ 42,000,000	\$ 42,000,000	Adjustable Rate Revenue COP's	Sumitomo Bank*	11/1/2034
2012A	\$ 29,200,000	\$ 15,385,000	Fixed Rate Revenue Bond		11/1/2027
2018A	\$ 19,615,000	\$ 17,295,000	Fixed Rate Revenue Bond		11/1/2028
	<u>\$ 90,105,000</u>	<u>\$ 74,680,000</u>			

* Credit enhancement expires 6/30/2023

Current Status of District's Variable-Rate Debt Portfolio:

Debt	Outstanding	Credit Enhancement	Bank Owned	Sold in Market	Market Rate
2009A	\$42,000,000	Sumitomo Bank LOC	None	\$42,000,000	1.815%
	Notional Amount	Counterparty	FMV	Receive Rate	Fixed Rate
Swap	\$33,300,000	Wells Fargo Bank, N.A.	(\$5,349,191)	1.507%	3.283%

Current Status of District's Investment Portfolio (January 31, 2019):

Fair Market Value	Security Type	Yield
\$ 173,419.35	Money Market	2.02%
1,251,374.66	LAIF	2.36%
1,988,605.25	commercial paper	2.66%
3,327,557.59	Asset-Backed Securities/CMOs	2.50%
5,594,550.34	Certificates of Deposit	2.60%
8,605,123.79	Corporate Notes	2.38%
667,542.02	Federal Agency Collateralized Mortgage Obligation	2.48%
1,478,464.53	Federal Agency Securities Bonds/Notes	1.28%
229,903.40	Municipal Bonds	1.90%
2,557,931.70	Supra-National Agency Bond	2.13%
14,328,671.04	Treasury Bonds/Notes	2.27%
<u>\$ 40,203,143.67</u>		<u>2.34%</u>

Market:

Listed below is the most recent market summary provided by the District's Investment Portfolio Advisor (PFM Asset Management):

Current Bond Markets

- In December, the U.S. Treasury yield curve inverted between two and five-year maturities for the first time since 2007. Yields on maturities greater than two years rallied 25 to 30 basis points, while shorter-term yields were pinned to the steady federal funds rate.
- As a result of falling yields, fixed income returns were strong for the month. For example, the 2-Year and 5-Year Constant Maturity U.S. Treasury Indices returned 0.81% and 1.85%, respectively. Meanwhile, the 30-Year Index generated 5.96% total return just for the month.

PFM Outlook

- The pace of Fed rate hikes was well-telegraphed throughout 2018, and the prospect of higher rates down the road rewarded investors who maintained a duration bias shorter than that of benchmarks. Now, the path of future rate hikes is less clear. As a result, we no longer recommend betting on interest rate increases by employing a short duration bias.
- Federal agency and supranational spreads remain narrow, largely due to limited recent supply. While the big three Government Sponsored Enterprises (GSE) – Fannie Mae, Freddie Mac, and Federal Home Loan Banks – expect issuance to remain light moving forward, supranational issuers are gearing up for new fiscal year funding programs. We expect to find opportunity in new, upcoming supranational issuance at more attractive yield spreads.
- Investment-grade corporate spreads widened markedly for the third consecutive month in December. Although economic growth prospects and generally firm credit fundamentals are positive, the sector was at the mercy of widespread de-risking throughout the month. Our recent defensive posture in the sector helped partially insulate portfolio market values, but corporates under-performed badly in the fourth quarter. At today's wider spreads, we believe there are now opportunities to selectively add back allocations to the corporate sector.
- Mortgage-backed securities (MBS) returns continued to lag the U.S. Treasury sector through year-end. Given the sector's recent underperformance, MBS spreads have widened to more attractive levels; however, the sector is expected to face further headwinds in 2019. Interest rate uncertainty, emerging weakness in the U.S. housing market, and the Fed's program to wind-down its balance sheet headline these risks. Our view on MBS remains defensive.
- AAA-rated asset-backed securities (ABS) withstood the whirlwind sell-off over the month. While the sector still generated slightly negative returns compared to Treasuries, the ability to fend-off the brunt of the underperformance experienced by most other credit sectors over the month reinforces our appetite in the sector.

- Cash and money market securities produced the best returns of all sectors in 2018 and were the highest in a decade. This year, supported by the 2.50% overnight federal funds rate, the sector is expected to produce comparable returns.

(Source: PFMAM January 2019 Monthly Market Review).

Debt Portfolio:

The District's debt portfolio is evenly divided between fixed-rate debt and variable-rate debt. While the District's exposure to variable market rate increases has been reduced via the interest rate swap, the District is exposed to interest rate risk primarily on the un-hedged portion of its variable-rate COP, representing \$8.7 million. Such risk is managed by the District through adherence to the District's Reserve Policy that addresses the management of interest rate risk through prudent investing of reserves in short-term variable-rate securities in an amount at least equal to the un-hedged debt exposure.

Investment Portfolio:

In this market environment, the investment objective is to position portfolio durations modestly short of benchmarks while emphasizing intermediate maturities and underweighting longer maturities thus shortening the portfolio.



Agenda Item: 16

Date: February 6, 2019

Subject: District Activity Report

Staff Contact: Matt Underwood, Operations Manager

Described below are significant District Activities and milestones over the past month. The report is separated into the following sections: Water Operations and Exception Report, Water Quality Report, Water Conservation and Regional Water Efficiency Program Report, Customer Service Report, and Community Outreach Report.

a. Water Operations And Exceptions Report

i. Monthly Water Production – Attachment WO-1

This indicates the amount of water produced, both ground and surface water, in the District's North Service Area (McClellan Business Park, The Arbors at Antelope, and portions of North Highlands, Antelope, Carmichael, and Citrus Heights) and South Service Area (Portions of Arden Arcade, Carmichael, and City of Sacramento) for Calendar Years 2018 and 2019. As a result of the near normal precipitation this past winter, surface water supplies are currently being utilized in the North Service Area, while the South Service Area continues to rely solely on groundwater sources.

ii. Water Wheeled to Other Purveyors – Attachment WO-2

This indicates the amount of water the District served to other water purveyors in Calendar Year 2019. The amount is indicated in Million Gallons (MG) and Acre Feet (AF).

iii. Water Operations Activity – Attachment WO-3

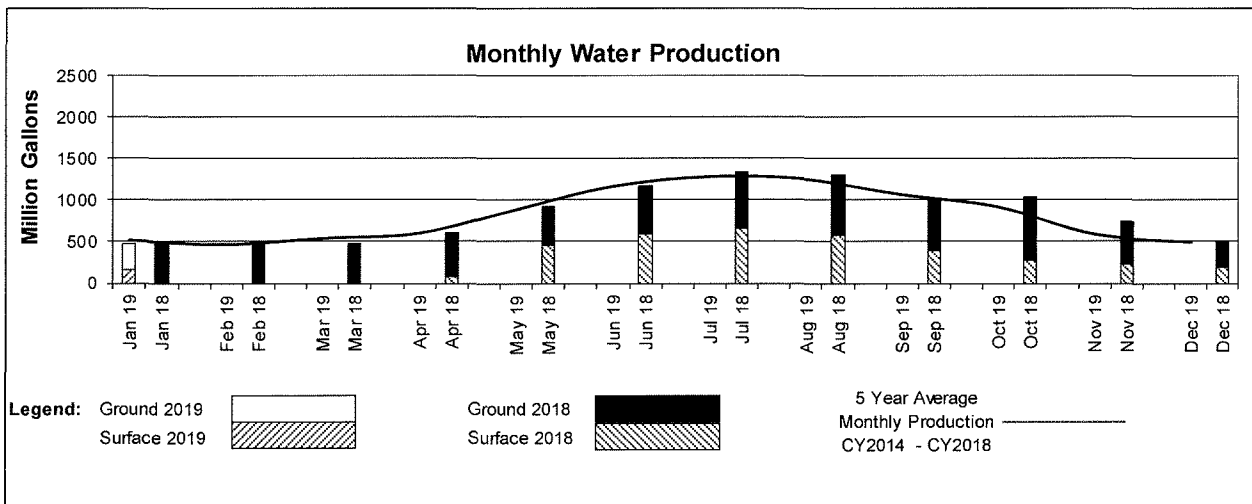
This shows the types and number of activities that are conducted daily in the Production, Distribution, and Field Services Departments.

iv. Claims Update – Attachment WO-4

This is a summary report of claims received by the District that are less than \$10,000, and approved or rejected by the General Manager.

Monthly Water Production 2019

Month	North Service Area *			South Service Area **			Total North & South Service Areas (MG)	Average MG/Day	% Of Total Year to Date Production
	Surface (MG)***	Ground (MG)	Sub Total (MG)	Surface (MG)	Ground (MG)	Sub Total (MG)			
Jan	158.366	118.459	276.825	0.000	200.316	200.316	477.141	15.392	100.000
Feb									
Mar									
Apr									
May									
Jun									
July									
Aug									
Sep									
Oct									
Nov									
Dec									
MG	158.366	118.459	276.825	0.000	200.316	200.316	477.141	15.392	
AF	486.007	363.537	849.545	0.000	614.747	614.747	1,464.292		



* North Service Area (North Highlands, Antelope, McClellan Park and The Arbors)
 ** South Service Area (Town and Country)
 ***The surface water delivery quantities are reported from SJWD's monthly records.
 Notes: Reported production values do not include water wheeled/sold to other purveyors.
 The reporting periods for groundwater production may differ from the calendar month beginning/end dates and will vary year-to-year.

Mo/Yr	Surface	Ground	Total	Difference
Jan 19	158.366	318.775	477.141	-34.762
Jan 18	0.000	511.903	511.903	
Feb 19				
Feb 18	0.000	475.052	475.052	
Mar 19				
Mar 18	0.000	474.999	474.999	
Apr 19				
Apr 18	82.525	530.852	613.377	
May 19				
May 18	459.997	467.871	927.868	
Jun 19				
Jun 18	590.922	578.295	1,169.217	

Mo/Yr	Surface	Ground	Total	Difference
Jul 19				
Jul 18	652.821	678.911	1,331.732	
Aug 19				
Aug 18	567.414	736.186	1,303.600	
Sep 19				
Sep 18	398.291	602.912	1,001.203	
Oct 19				
Oct 18	270.532	774.828	1,045.360	
Nov 19				
Nov 18	231.430	507.036	738.466	
Dec 19				
Dec 18	188.766	316.061	504.827	

SACRAMENTO SUBURBAN WATER DISTRICT
Water Wheeled To Other Purveyors
 2019

Month	California American Water Company		Citrus Heights Water District		City of Sacramento		County of Sacramento		Rio Linda / Elverta Water District		San Juan Water District		City of Roseville	
	(AF)	(MG)	(AF)	(MG)	(AF)	(MG)	(AF)	(MG)	(AF)	(MG)	(AF)	(MG)	(AF)	(MG)
January	166.143	54.138	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
YTD	166.143	54.138	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

Note: Water wheeled to other purveyors includes water sold.

Water Operations Activity

	January <u>2019</u>	Monthly Avg <u>CY 2019</u>	Total <u>CY 2019</u>	Goal <u>CY 2019</u>	% of Goal Completed in <u>CY 2019</u>
<u>Production Department</u>					
<u>Service Orders</u>					
<u>Water Quality</u>					
<u>Complaints</u>	0	0	0		
<u>Inquiries</u>	16	16	16		
<u>Taste & Odor Complaints</u>	0	0	0		
<u>Taste & Odor Inquiries</u>	6	6	6		
<u>Distribution Department</u>					
<u>Service Orders</u>					
<u>Main Leaks</u>	9	9	9		
<u>Service Line Leaks</u>	3	3	3		
<u>Water Main Shutdown</u>					
<u>-- Emergency</u>	8	8	8		
<u>-- Scheduled</u>	2	2	2		
<u>Preventive Maintenance Program</u>					
<u>Fire Hydrants Inspected</u>	25	25	25	1,240	2.0%
<u>Fire Hydrant Valves Inspected</u>	23	0	23	1,090	2.1%
<u>Fire Hydrant Valves Exercised</u>	23	23	23	1,090	2.1%
<u>Mainline Valves Inspected</u>	192	192	192	2,487	7.7%
<u>Mainline Valves Exercised</u>	179	179	179	2,487	7.2%
<u>Field Services Department</u>					
<u>Meters</u>					
<u>PM - Meters Tested (3 - 10 inch)</u>	1	1	1	113	0.9%
<u>PM - Meters Replaced (⁵/₈ - 1 inch)</u>	9	9	9	1,000	0.9%
<u>PM - Meter Re-Builds (1¹/₂ - 2 inch)</u>	1	1	1	244	0.4%
<u>Customer Pressure Inquiries</u>	12	0	12		
<u>Field Operations Department</u>					
<u>Service Requests Generated</u>	2,232	2,232	2,232		
<u>Work Orders Generated</u>	2,203	2,203	2,203		
<u>After Hours Activity (On-Call Technician)</u>					
<u>Calls Received</u>	69	69	69		
<u>Calls Responded</u>	41	41	41		
<u>Overtime Hours</u>	75	75	75		

Attachment WO-4

Date: February 5, 2019

Subject: Claims Update

Staff Contact: Matt Underwood, Operations Manager

On December 21, 2009, the District adopted a Claims Processing Policy. The Policy requires any claim in excess of \$10,000 be brought before the Board for approval or rejection of said claim. The General Manager has the authority to approve or reject claims up to \$10,000. The Policy further requires that all claims less than \$10,000 be reported to the Board as an information item.

The following information provides an overview of the claims that are less than \$10,000 that have been submitted to the District, as well as any pending claims or litigation that are under review/investigation by JPIA:

CLAIMS APPROVED/REJECTED BY GENERAL MANAGER

There were no claims approved or rejected by the General Manager during this time.

CLAIMS UNDER REVIEW/INVESTIGATION

There are no claims under review/investigation at this time.

b. Water Quality Report

Nothing new to report for January.

c. Water Conservation and Regional Water Efficiency Program Report

i. Program Overview for January 2019

The District continues to message water conservation and use efficiency to its customers. The District's website reflects the current water use restrictions and Regulation No. 15, which is the District's Water Shortage Contingency Plan that outlines water use prohibitions for each Water Conservation Stage approved by the Board of Directors. The District adopted Normal Water Supply conditions through March 2019. Staff will continue engaging customers to ensure they are aware of the current water use efficiency practices and water conservation programs offered by the District and other local and state agencies. The following is a list of District water conservation related activities for January 2019.

- a. On April 23, 2018, the District's Board of Directors declared Normal Water Supply conditions but called on District customers to use water as efficiently as possible. The District set an overall water conservation goal of 10%. The District reduced water use 10% in January 2019 (when compared to January 2013), meeting the District's 10% monthly goal. Since the Emergency Drought Regulations were enacted¹ in June 2015, the District has maintained a cumulative water use reduction of 23% when compared to 2013.
- b. Customer Leak Notifications – Through the District's Advanced Metering Infrastructure, staff sent out 623 leak notification post cards to customers regarding 72-hour continuous flow events in January 2019. Staff conducted 19 customer leak investigations as a result of the post cards.
- c. Public Outreach – The District utilized informational graphics for public outreach in January 2019. Staff utilized online advertising and the District's website to communicate the District's water use efficiency message. The online advertisements used for Google generated 513 clicks and left 278,343 impressions. The District's primary focus for January 2019 was asking customers to turn off their sprinklers for the winter.

ii. Water Conservation Program and Results

District staff continues to promote water conservation. During January 2019, District staff and the District's contract company performed 14 Single Family Residential Water-Wise House Calls (WWHC) and 1 Multi-Family WWHC.

Staff received 5 calls and 7 reports via the District's website regarding water waste. Staff issued 11 Information Only Water Waste Notices and 5 Notices of Violation (NOV).

¹ Though the Emergency Drought Regulations were rescinded in January 2017, the District continues to use CY2013 as a baseline for water conservation and use efficiency target setting.

The District issued 3 toilet rebates in January 2019.

iii. Upcoming Events

April 13, 2019 – Creek Week Celebration Event, Carmichael Park.

May 4, 2019 – Mulch Mayhem Event, Antelope Facility².

d. Customer Service Report

i. Customer Service Monthly Activity - Attachment CS-1

1. Customer Service Activity Report shows Customer Service activity for the month of January 2019.

² Please note that the Mulch Mayhem Event will take place at the Antelope Building Facility, not Antelope Gardens.

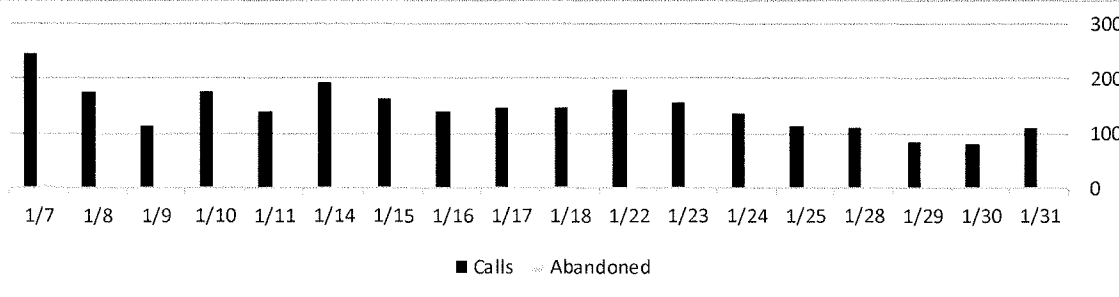
Customer Service Monthly Activity

Attachment CS-1

	<u>January 2019</u>	<u>Calendar Year 2019</u>
<u>Billing</u>		
Connections-Total Active	46,325	
E-billing	4,244	
<u>Payments</u>		
Cash/Check	1,248 2.9%	0 1,248 2.9%
Credit Card	843 1.9%	0 843 1.9%
Web	5,852 13.4%	0 5,852 13.4%
Auto-Pay (Checking)	4,460 10.2%	0 4,460 10.2%
Auto-Pay (Credit Card)	4,504 10.3%	0 4,504 10.3%
IVR (Auto Phone)	1,786 4.1%	0 1,786 4.1%
Online Banking	11,406 26.2%	0 11,406 26.2%
LockBox	13,427 30.8%	0 13,427 30.8%

Monthly Calls

Date	Total Calls	Calls Abandoned	% of Calls Abandoned	Avg Wait On Queue	Max Wait on Queue	Avg Talk Time
1/2/2019	262	22	8.40%	2m, 52s	18m, 35s	3m, 42s
1/3/2019	196	7	3.57%	49s	6m, 57s	3m, 22s
1/4/2019	168	6	3.57%	1m, 8s	8m, 3s	3m, 31s
1/7/2019	245	13	5.31%	1m, 19s	8m, 19s	4m, 0s
1/8/2019	177	4	2.26%	55s	6m, 53s	3m, 30s
1/9/2019	114	2	1.75%	22s	5m, 9s	2m, 51s
1/10/2019	175	0	0.00%	29s	5m, 15s	3m, 50s
1/11/2019	140	2	1.43%	34s	3m, 17s	3m, 33s
1/14/2019	191	4	2.09%	36s	5m, 18s	3m, 0s
1/15/2019	162	1	0.62%	26s	5m, 59s	2m, 58s
1/16/2019	141	2	1.42%	21s	3m, 56s	3m, 20s
1/17/2019	148	3	2.03%	21s	5m, 20s	3m, 2s
1/18/2019	147	5	3.40%	1m, 10s	10m, 59s	3m, 13s
1/22/2019	180	6	3.33%	46s	8m, 14s	3m, 4s
1/23/2019	158	0	0.00%	36s	6m, 25s	3m, 32s
1/24/2019	138	4	2.90%	24s	4m, 42s	3m, 8s
1/25/2019	113	2	1.77%	33s	4m, 21s	2m, 36s
1/28/2019	109	2	1.83%	15s	3m, 31s	2m, 43s
1/29/2019	84	1	1.19%	11s	1m, 50s	2m, 26s
1/30/2019	80	0	0.00%	30s	3m, 33s	3m, 10s
1/31/2019	111	2	1.80%	47s	7m, 10s	2m, 57s
Group Total	3239	88	2.72%	54s	6m, 16s	3m, 3s



e. Community Outreach Report

i. March Bill Insert – Attachment CO-1

The March bill insert will begin on February 25, 2019 and continue until March 24, 2019. A sample of the bill insert has been included with this report.

ii. March Envelope Message

The March envelope encourages customers to fix their leaks for Fix a Leak Week. The envelope will begin on February 25, 2019 and continue until March 24, 2019.

Community Meetings/Events

Staff, representing SSWD, attended the following agency meetings, community meetings, and events in January 2019:

<u>Date:</u>	<u>Meeting:</u>	<u>Staff:</u>
01/02/19	Cal-Am Interconnection & Mutual Aid Agreement	Mike Huot
01/07/19	Groundwater Substitution Transfer Meeting	Mike Huot
01/07/19	Del Paso Manor Water District Board Meeting	Dan York
01/08/19	Water Agency Partnership Group	Dan York
01/09/19	Regional Water Reliability Plan Meeting	Mike Huot
01/09/19	American River Coordination Meeting	Mike Huot
01/10/19	RWA Board Meeting	Dan York
01/10/19	Meter RFP Admin Team Meeting	Mike Huot
01/10/19	MBP - County Agreement	Huot/York
01/16/19	American River Coordination Meeting	Huot/York
01/23/19	RWA Executive Committee Meeting	Dan York
01/23/19	American River Coordination Meeting	Mike Huot
01/25/19	Reclamation Forecasting Presentation	Mike Huot
01/29/19	RWA Executive Committee – Special Meeting	Dan York
01/30/19	RWA – Strategic Planning for 2019	Mike Huot
01/31/19	ACWA Region 4 Board Meeting	Dan York
01/31/19	Reclamation Forecasting Presentation	Dan York

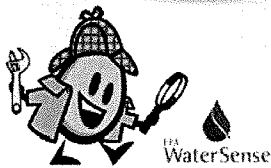
March Bill Insert

00216675



H₂O on the Go

March 2019



Be a Leak Detective for Fix a Leak Week



Delivering With Every Turn | 2019 Upcoming Projects

SSWD has a full line up of projects for 2019 so we can continue to deliver a high-quality and reliable supply of water at the best possible rate.

Some of the highlights include:

- Rehabilitating two wells to improve system capacity
- Modifying three wells to increase operator efficiency
- Removing three inactive wells to protect groundwater quality
- Constructing the Palm Pump Station in the North Service Area
- Finalizing design and beginning construction of the Verner/Panorama Pump Station in the NSA and the Butano/Cottage Pump Station in the South Service Area

Delivering With Every Turn | page 2

sswd.org

Phone: 916.972.7171

Fax: 916.972.7639

3701 Marconi Avenue, Suite 100

Sacramento, CA 95821-5346

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

Get ready for Fix a Leak Week 2019: March 18-24

Are you ready to be a Leak Detective?

Here are some facts to consider as you put on your sleuthing hat:

- ▶ The average American home loses nearly 10,000 gallons of water a year to leaks.
- ▶ 10 percent of homes in the United States lose 90 gallons or more a day to leaks.
- ▶ A faucet that leaks at one drip per second can waste more than 2,000 gallons in a year.
- ▶ A toilet with a worn flapper can waste over 6,000 gallons a month.
- ▶ 1 trillion gallons of water are lost each year to minor household leaks—the annual amount of water used by 11 million homes.

Here are some handy tips:

Check your toilet for leaks. Leaky toilets are the biggest culprits of water waste in a home and one of the easiest problems to fix. Check your toilets for leaks by adding some food coloring to the toilet tank. Wait 10 to 15 minutes. If you see the coloring in the bowl, you have a worn toilet flapper. It's an easy fix to make. Consider bringing the old flapper to your local hardware store to make sure you purchase the right replacement.

Examine all your faucets and showerheads. A leaky faucet is often caused by faulty washers that prevent your faucet from shutting off completely. That small leak may not look like much, but it can waste thousands of gallons of water a year.

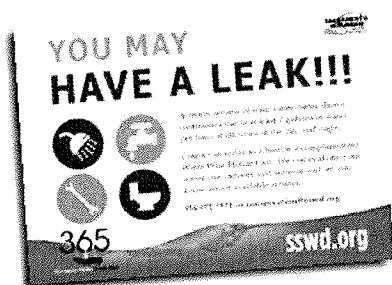
Walk your yard and look for soggy or muddy areas. This could be a sign you have a break in your sprinkler system. Make sure to check your garden hose and see if it leaks at the connection.

Fix a Leak Week | page 2



Attachment CO-1

March Bill Insert



Leak Detection Postcard

If you receive a postcard from us saying you have a leak it means our meter reading system has detected continuous flow of least 7.48 gallons of water per hour—for 72 hours in a row.

Please don't ignore this alert. Based on 2017 data, accounts identified as having continuous flow had an average leak rate of 9.5 gallons of water per hour. The leaks lasted an estimated 54 days total for an estimated loss of about 12,000 gallons on average per customer.

Please respond quickly to the notification either by fixing the leak yourself or by contacting us at 916.972.7171 to set up a Water-Wise House Call.

2019

Speaker's Series | Sprinkler Spruce Up 101

On Friday, May 3rd from 12:00 to 1:00 p.m., SSWD Water Conservation Supervisor Greg Bundesen will host an informal and informative talk, followed by a question-and-answer period, that will cover everything you need to know to spruce up your sprinklers this spring.

He'll discuss:

- * Different types of water-efficient sprinkler systems
- * How to fix and repair breaks and leaks
- * Programming your sprinkler timer
- * Setting the right amount of pressure
- * Rebates available on sprinkler timers and water-wise irrigation products

Complimentary moisture meters, hose timers, and other water-saving items will be provided to all attendees.

The talk will take place in the board room at the District's main office at 3701 Marconi Avenue, Sacramento, CA 95821. If you have any questions or would like additional information, please call 916.972.7171.

Bring a lunch if you like and be prepared to learn!

Fix a Leak Week | from page 1

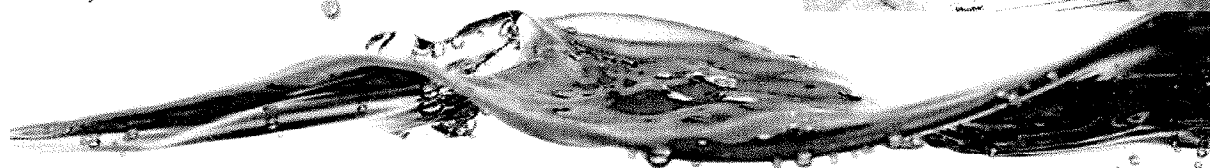
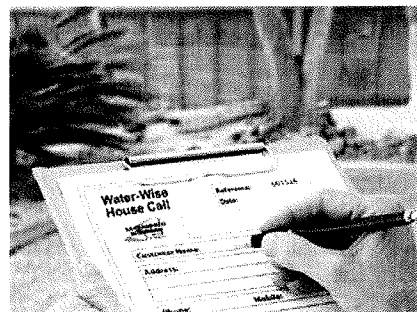
If your home is metered, check your water bill and see how much water you are using month to month. If you see a sudden spike in the amount of water used, there is probably a leak.

Set up a Water-Wise House Call. During this complimentary service, one of SSWD's water efficiency experts will do a complete evaluation of your water use and let you know if they find any leaks.

And remember, you don't have to wait for Fix a Leak Week to be a leak detective. Make it a monthly routine so you find and fix leaks before they waste too much water.

Delivering With Every Turn | from page 1

- Acquiring new property for future well construction in the North Service Area
- Repaving around the Edison Meadows Main Replacement, which is east of Watt Avenue in the South Service Area
- Constructing 23,500 feet of a new distribution main as part of the Jonas Main Replacement project, which is north of Northrup Avenue in the South Service Area
- Initiate planning and study to develop corrosion control preventative maintenance plan for transmission mains
- Installing 1,000 new meters on non-metered accounts





Agenda Item: 17

Date: February 12, 2019
Subject: Engineering Report
Staff Contact: Dana Dean, P.E., Engineering Manager

Summarized below are significant Engineering Department activities and milestones over the past month. The report is separated into the following sections: a) Major Capital Improvement Program (CIP) Projects; b) Asset Management Plans; and c) Other.

a. Major Capital Improvement Program (CIP) Projects

The District continues to deliver CIP projects at a steady rate to support operations and ensuring the readiness of District supply and facilities is consistent with the Board approved funding program.

1) Supply

Well N6A Palm (Replacement Well at Existing Site)

- Pumping plant and treatment plant construction began in July 2018.
- The well is anticipated to be on line by summer 2019.

Well 78 Butano / Cottage (New Well at New Site)

- Well construction is complete.
- Pumping plant design is anticipated to be completed in spring 2019.
- Pumping plant construction is anticipated to begin in summer 2019.
- The well is anticipated to be on line in spring 2020.

Well 79 Verner / Panorama (New Well at Existing Site)

- Well construction is complete.
- Pumping plant design is anticipated to be completed in late 2019.
- Pumping plant construction is anticipated to begin in early 2020.
- The well is anticipated to be on line in spring 2021.

2) Distribution

Jonas Main Replacement Project

This is the 2019 Main Replacement Program project. This project began in January 2019 and is anticipated to be completed in late 2019.

Meter Retrofit Projects

As has been reported in 2018, staff plans to use the Master Services Contract (MSC) contracting approach, which has been effective at containing costs in the Distribution Main Replacement Program. Staff expects this 3 to 5 year contract to be the final contract for the Meter Retrofit Program.

A Request for Proposal was issued in January 2019 and bid opening will occur in February 2019. Staff anticipates bringing bid results with a recommendation for contract award to a Facilities and Operations Committee meeting if one is held before the March 2019 regular Board Meeting, and then to the March 18, 2019, regular Board meeting. Staff anticipates construction starting in April 2019.

2019 Project Grant Funding

The grant (*Bay-Delta Restoration Program: CalFed Water Use Efficiency Grant Program 2018*) has been awarded and is finalized for a total amount of \$750,000 to be shared among three entities (City of Sacramento, Sacramento County, and the District). The District has been informed it will receive funding in the amount of \$279,000.

b. Asset Management Plans

The District has Asset Management Plans (AMPs) for all of its infrastructure categories. Plans are updated on a staggered schedule and the update frequency of the AMPs ranges between 3 and 7 years. Following is summary information about the AMP's scheduled for updates this calendar year.

- Distribution Main AMP – This AMP was scheduled for updating in 2018. In September 2018, the F&O Committee directed staff to develop a Condition Assessment (CA) component and incorporate it into the AMP, and then to bring the updated draft AMP back to the Committee for review.

District AMPs do not contain a CA so this is being developed from the ground up. Based on the effort likely required to develop and incorporate a CA into the AMP, staff anticipates bringing a preliminary CA to the F&O Committee for their review and comment prior to taking the next step of incorporating it into the AMP. Staff anticipates bringing the draft CA to the F&O Committee in the mid-2019 timeframe.

Staff plans the following steps in the process of developing a CA:

Research – Contact other water agencies to learn of successful approaches (ex. East Bay Municipal Utilities District, Sacramento County Water Agency, Las Vegas Valley Water District, etc.); research state-of-the-art technologies and methodologies; and research information available via such resources as utility management groups/conferences and organizations, as well as professional organizations (ex. AWWA, ASCE).

Outline – Draft a CA outline. The outline will include a CA overview, CA options, a decision making process based on the outcome of CA performed on the Distribution Mains, and timing on when to implement CA options.

Draft CA – A draft CA will be prepared and routed to management and the F&O Committee for review.

Incorporate CA into AMP – The final draft CA will be incorporated into the AMP for review. After the AMP is approved, the CA will be a template for using in the other AMPs.

- Transmission Main AMP – This AMP is scheduled and in progress to be updated in 2019.
- AMP Summary Report – This report is scheduled and in progress to be updated in 2019.
- Groundwater Well Facility AMP – This AMP is scheduled and in progress to be updated in 2019.
- Buildings and Structures AMP – This AMP is scheduled and in progress to be updated in 2019.

c. Other

Well Investigation and Rehabilitation Projects

- Well 69 Hilldale/Cooper
This well is offline. The pump is pulled so the well can be inspected to determine an approach to mitigate biological contamination. It is still too early in the assessment to develop an estimated return to service period, but if an economic approach is developed, the well could be returned to service by late spring 2019.
- Well N36 Verner
This well remains offline. The well has successfully been modified to remove Manganese from the well discharge by plugging the lower part of the well where groundwater contains Manganese. Indication from early test results are favorable at a flowrate of up to 1,200 gallons per minute. Further evaluation of the existing well pump and additional water quality sampling is required prior to placing the well back in service. It is anticipated that the well may be returned to service as early as the spring of 2019.

Safety Upgrades for the Administration Building's Backup Electrical System

This project will provide the District an electrical distribution panel compliant with NFPA 70E (*Standard for Electrical Safety in the Workplace*). The project includes permitting and coordination with SMUD for grading and construction of a new transformer pad and installation of a new transformer, new underground primary and secondary electrical conduit,

electrical panel upgrades, and related new wiring. Work is expected to be complete between late 2019 and early 2020.

Tank 769 Destruction

This project consists of the destruction of elevated water storage tank No. 769 (Tank 769). This tank was identified for destruction due to structural, ANSI/OSHA-related, and operational deficiencies and has been off-line since October 2017. Work began in December 2018 and was completed in January 2019.

Freedom Park Drive Intratie

This project consists of the construction of a 10-inch intratie (a connection between two District distribution system pressure zones) in the northern part of McClellan Business Park (MBP). The purpose of the project is to improve distribution system redundancy and reliability to service the MBP pressure zone. Work began in December 2018 and was completed in January 2019.