

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue, Suite 100
Sacramento, California 95821

Monday, July 19, 2021
6:00 p.m.

This meeting will be conducted both in-person in the District's Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.

The District recommends that members of the public participate in public meetings via videoconference and/or teleconference per the instructions below.

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

Join the meeting from a computer, tablet or smartphone:

<https://us02web.zoom.us/j/83541814009?pwd=S01UR2pFTWtmUkcxWlZsazJXaHRZz09>

Meeting ID: 835 4181 4009

Password: 693525

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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 June 21, 2021, Regular Board Meeting
Recommendation: Approve subject minutes.
2. Policy Review - Communication and Team Building Policy (PL - Adm 008)
Recommendation: Approve subject policy with changes.
3. Proposed Changes to Monthly Financial Reports
Recommendation: Approve proposed changes to the financial report including changes to Directors' Compensation and Expense Reimbursement Policy – PL-BOD 003 and annual approval of Investment Policy – PL-Fin 003, as recommended by the Finance and Audit Committee.
4. Resolution No. 21-08 Adopting Procedures for Payment of Demands and Payment of Demands Policy PL-Fin 014
Recommendation: Adopt Resolution 21-08 and the new Payment of Demands Policy – PL-Fin 014 as recommended by the Finance and Audit Committee.

5. Resolution No. 21-09 Amending Regulation No. 7, of the Regulations Governing Water Service
Recommendation: Adopt Resolution No. 21-xx Amending Regulation No. 7, of the Regulations Governing Water Service and approval of changes to the Facility Development Charge Setting Policy PL-Fin 010 as recommended by the Finance and Audit Committee.

Public Hearing

6. Public Hearing on Initial Study and Proposed Mitigated Negative Declaration for Well 80 Walnut/Auburn Project
Recommendation: Conduct a Public Hearing on the Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project.

Items for Discussion and/or Action

7. Adoption of an Initial Study/Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project
Recommendation: Adopt the Initial Study/Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project and authorize the General Manager to execute a Notice of Determination.
8. Resolution No. 21-10 Honoring Douglas Cater, Production Superintendent on his Upcoming Retirement
Recommendation: Adopt Resolution No. 21-10 Honoring Douglas Cater, Production Superintendent, on his upcoming retirement.
9. Water Conservation – Reduce Water Use Update
Recommendation: Receive written staff report and direct staff as appropriate.
10. Employee Handbook Review - Sick Leave
Recommendation: Receive written staff report and direct staff as appropriate.

General Manager's Report

11. General Manager's Report
 - a. Grant of Easement and Right of Way
 - b. Sacramento Local Agency Formation Commission – Executive Officer

Department/Staff Reports

12. Financial Report
 - a. COVID-19 Financial Update
 - b. Cash Expenditures – May 2021
 - c. Purchase Card Expenditures – May 2021
 - d. Directors Compensation and Expense Accounting – Second Quarter 2021
 - e. Financial Highlights
 - f. Statements of Net Position
 - g. Statements of Revenues, Expenses, and Changes in Net Position
 - h. Budgets
 - i. Debt – May 2021
 - j. Investments Outstanding and Activity – May 2021
 - k. District Reserve Balances – May 2021
 - l. Information Required by LOC Agreement
13. District Activity Report
14. Engineering Report
 - a. Major Capital Improvement Program (CIP) Projects
 - b. Planning Documents
 - c. Other

Information Items

15. Sacramento Suburban Water District Goals – 2021 Update
16. COVID-19 Temporary Regulation Suspension Update

17. Biannual Groundwater Level Report
18. Upcoming Water Industry Events
19. Upcoming Policy Review
 - a. Purchasing Card Policy (PL – Fin 006)
 - b. Impaired Capital Asset Policy (PL – Fin 008)

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

20. a. Regional Water Authority (Director Jones)
Agenda for the July 8, 2021 meeting.

Regional Water Authority Executive Committee (General Manager York)
agenda for the June 23, 2021 meeting.
- b. Sacramento Groundwater Authority (Director Wichert)
None.
- c. Director Reports – AB 1234

Committee Reports

21. a. Employee Benefits Ad Hoc Committee Meeting (Director McPherson)
Draft notes from the June 16, 2021, meeting.
- b. Finance and Audit Committee Meeting (Director Thomas)
Draft notes from the June 28, 2021 meeting.
- c. Carmichael Water District/SSWD 2x2 Ad Hoc Committee (Director Locke)
Draft notes from the July 7, 2021 meeting.

Director’s Comments/Staff Statements and Requests

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

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

22. Conference with real property negotiator involving the purchase, sale, lease or exchange of APN 203-0120-101-0000, Sacramento, CA. Dan York, District negotiator, will negotiate with Lennar Corporation. Instructions to the negotiator(s)

may include price, terms of payment, or both. (See Government Code sections 54954.5(b) and 54956.8.)

Adjournment

Upcoming Meetings

- Monday, August 2, 2021, at 4:00 p.m., Finance and Audit Committee Meeting
- Monday, August 9, 2021, at 4:00 p.m., Employee Benefits Committee Meeting
- Wednesday, August 11, 2021 at 4:00 p.m., Regulatory Compliance Committee Meeting
- Monday, August 16, 2021, at 6:00 p.m., Regular Board Meeting

I certify that the foregoing agenda for the July 19, 2021, meeting of the Sacramento Suburban Water District Board of Directors was posted by July 16, 2021, 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



Agenda Item: 1

Date: July 19, 2021

Subject: Minutes of the June 21, 2021, Regular Board Meeting

Staff Contact: Dan York, General Manager

Recommended Board Action:

Approve the draft minutes of the June 21, 2021, Regular Board Meeting.

Attachment:

1 – Draft Minutes

Minutes

Sacramento Suburban Water District
Regular Board Meeting
Monday, June 21, 2021

Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #874 9444 3673.

Call to Order – Videoconference/Audioconference Meeting

President Wichert called the meeting to order at 6:01 p.m.

Roll Call

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

Directors Absent: Kevin Thomas.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Julie Nemitz, Greg Bundesen, David Espinoza, Todd Artrip, and Susan Schinnerer.

Public Present: William Eubanks and Paul Helliker.

Pledge of Allegiance

President Wichert led the Pledge of Allegiance.

Announcements

General Manager Dan York (GM York) announced:

- The Carmichael Water District/SSWD 2x2 Ad Hoc Committee Meeting on July 7, 2021 at 3:00 p.m.
- Director Thomas would be absent due to a dental procedure.

President Wichert announced:

- He would try to end the meeting before 8:00 p.m., as Director McPherson had to leave by then.
- He also requested to move Agenda Item 18 a. to after the Consent Items, as he wanted to be sure Director McPherson had an opportunity to provide a report of that item.

Public Comment

William Eubanks (Mr. Eubanks) expressed his displeasure with Director McPherson's behavior at the last Employee Benefits Ad Hoc Committee Meeting. He stated she violated the Brown Act and expressed he would be looking further into Brown Act violation ramifications.

Consent Items

1. **Minutes of the May 17, 2021, Regular Board Meeting**
2. **Policy Review - Catastrophic Leave Policy (PL – HR 008)**
3. **Resolution No. 21-06 A Resolution of the Board of Directors of the Sacramento Suburban Water District Authorizing Bank Account Signatories**

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

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

Items for Discussion and/or Action

4. **Resolution No. 21-07 A Resolution of the Sacramento Suburban Water District Amending Regulation No. 15 of the Regulations Governing Water Service**
Greg Bundesen (Mr. Bundesen) presented the staff report and answered clarifying questions.

Director McPherson expressed her recommendation for other local water purveyors to use the language “adequate water year” in an effort to promote consistency throughout the region. She additionally expressed her concern for the language in the policy, noting that it did not give much flexibility.

Discussion ensued over the term and definitions of “normal water year” versus “adequate water year.”

Mr. Bundesen expressed the terms are used similarly, noting that the perception of what staff is trying to say is that we are not in a normal water year.

Discussion ensued over an intertie project the District was working on with Carmichael Water District.

Paul Helliker (Mr. Helliker) expressed that he felt the term “adequate water supply” more accurately described the current water status, and stated he would bring it to San Juan Water District to consider using.

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

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

Mr. Eubanks inquired who wrote the staff report, and additionally inquired what the watering schedule was.

Mr. Bundesen expressed it was a combination of previous reports, and provided the District's watering schedule.

18. a. **Employee Benefits Ad Hoc Committee Meeting**

The agenda for the June 16, 2021, meeting was provided.

Director McPherson provided an oral report of the meeting, expressing the Committee would be working on the Employee Handbook for the remainder of the year.

President Wichert expressed he was interested in discussing the sick leave item sooner than the end of the year. He additionally expressed he was not in favor of any monetary benefit for Sick Leave time off.

Director Jones expressed that President Wichert should hold off on providing his recommendation on the item until it was presented to the full Board.

Mr. Eubanks expressed confusion over the Committee all together.

President Wichert expressed the Committee would proceed with modifying the Employee Handbook.

GM York stated the direction from the Committee was to work on the Employee Handbook.

President Wichert stated he would bring the Item up under Director Comments at the end of the meeting.

5. **Sacramento Region Water Utility Collaboration Study**

GM York presented the staff report and answered clarifying questions.

Mr. Helliker expressed that the study was done to sift through what could be collaborated on, noting it was just the beginning efforts to find ways to improve services throughout all agencies and save money. He commended GM York for his efforts in coordinating the committee and keeping everything on track, noting the project and product was a success.

President Wichert supported the efforts and recommended staff continue discussions.

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

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

General Manager's Report

6. General Manager's Report

GM York presented the staff report and answered clarifying questions.

- a. *Accepting Grant of Easement and Right of Way*
A written report was provided.
- b. *Arden Park Vista Service Area Consolidation Update*
A written report was provided.

Department/Staff Reports

7. Financial Report

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

President Wichert inquired if there was any potential impact on rates due to COVID-19 effects.

Mr. Ott expressed he did not anticipate any impact on rates due to uncollected funds, however, staff was keeping an eye on it.

Director Locke inquired if staff was considering any payment plans for customers in arrears.

Mr. Ott stated staff has sent out two separate direct mailers to those customers in arrears to encourage them to contact the District for assistance on payment options and arrangements. He additionally noted more direct mailers were going to be sent out to customers with similar information.

GM York noted he would keep the Board updated on the item.

- a. *COVID-19 Financial Update*
A written report was provided.
- b. *Cash Expenditures – May 2021*
A written report was provided.
- c. *Purchase Card Expenditures – May 2021*
A written report was provided.
- d. *Financial Highlights*
A written report was provided.

- e. *Statements of Net Position*
A written report was provided.
- f. *Statements of Revenues, Expenses, and Changes in Net Position*
A written report was provided.
- g. *Budgets – April 2021*
A written report was provided.
- h. *Debt – April 2021*
A written report was provided.
- i. *Investments Outstanding and Activity – April 2021*
A written report was provided.
- j. *District Reserve Balances – April 2021*
A written report was provided.
- k. *Information Required by LOC Agreement*
A written report was provided.

8. **District Activity Report**

Assistant General Manager Matt Underwood (AGM Underwood) presented the staff report and answered clarifying questions.

Discussion ensued over the PFOA impacted well.

President Wichert requested to see the Annual Water Quality Report before it was sent out to District customers, noting he would like the report to be presented to the Board of Directors and Regulatory Compliance Committee in the future.

9. **Engineering Report**

Dana Dean presented the staff report.

- a. *Major Capital Improvement Program (CIP) Projects*
A written report was provided.
- b. *Planning Documents*
A written report was provided.
- c. *Other*
A written report was provided.

Information Items

10. **Sacramento Suburban Water District Goals – 2021 Update**

GM York expressed he would provide an example to Director McPherson of her request for issue paper format.

President Wichert inquired about the status of the merit increase percentage.

GM York expressed he would bring it to the Employee Benefit Committee's next scheduled meeting.

Director McPherson expressed her concern over the lack of momentum for certain topics in committee meetings.

11. **Environmental Review for the Well 80 Walnut/Auburn Project**

David Espinoza presented the staff report.

12. **Customer Service Area Security Upgrade Project**

Julie Nemitz presented the staff report and answered clarifying questions.

13. **ACWA/JPIA H.R. LaBounty Safety Award**

Todd Artrip presented the staff report and answered clarifying questions.

The Board congratulated Tom Dickenson on his safety award.

14. **Water System Sanitary and Compliance Inspection**

AGM Underwood presented the staff report.

15. **Upcoming Water Industry Events**

A written report was provided.

16. **Upcoming Policy Review**

A written report was provided.

- a. Communication and Team Building Policy (PL - Adm 008)

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

17. a. Regional Water Authority (Director Jones)

The agendas for the June 7, 2021, and June 11, 2021, meetings were provided.

GM York provided a summary of the meeting.

Regional Water Authority Executive Committee (General Manager York)

None.

- b. Sacramento Groundwater Authority (Director Wichert)
The agendas for the June 7, 2021 and June 10, 2021 meetings were provided.

Director Wichert provided a summary of the meeting.

- c. Director Reports – AB 1234
A written report was provided.

Committee Reports

- 18. a. Employee Benefits Ad Hoc Committee Meeting (Director McPherson)

This item was discussed after Item 4, earlier in the meeting.

Director's Comments/Staff Statements and Requests

President Wichert inquired if the Board was interested in bringing the sick leave item to the full Board for discussion.

GM York stated he could bring the staff report that was presented to the Committee, to the full Board for discussion, or back to the Committee for further discussion.

Director McPherson expressed she had an issue with the staff recommendation, as she did not agree with it. She noted she would like to see sick leave only converted to years of service credit, but no sick leave pay outs. She additionally wanted to see it as an unlimited accrual for all staff.

President Wichert noted the item could be brought to the Board without unanimous Committee support for a recommendation.

GM York expressed he would bring the item to the July Regular Board meeting for full Board discussion.

Director Jones expressed he was not interested in taking away a benefit that the employees were told they had all along, but that he would be interested in changing it going forward for new employees.

Director Locke noted that if an item was being discussed at a Committee, with all Directors attending the meeting, that item should be brought to the full Board for discussion.

Adjournment

President Wichert adjourned the meeting at 7:46 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 2

Date: July 19, 2021

Subject: Policy Review – Communication and Team Building Policy (PL – Adm 008)

Staff Contact: Matt Underwood, Assistant General Manager

Recommended Board Action:

Approve Communication and Team Building Policy (PL – Adm 008) with changes.

Background:

The Communication and Team Building Policy (PL – Adm 008) was adopted by the Board of Directors on September 15, 2003, and was last reviewed by the Board on May 20, 2019. On June 21, 2021, the Communication and Team Building Policy (PL – Adm 008) was brought to the Board for its biennial review. No comments from Directors have been received to date. This policy was not reviewed by legal counsel for this update due to the minor recommended edits.

Discussion:

Staff recommends approving Communication and Team Building Policy (PL – Adm 008). A redline version (Attachment 1) and clean version (Attachment 2) are included for your reference. In summary, edits were made to the following sections:

Section 100.00 was changed to include promoting safety in the purpose.

Section 200.00 was changed to allow safety/hazard recognition programs and events to the list of allowed purposes.

Fiscal Impact:

No impact as it was approved in the CY 2021 Budget.

Strategic Plan Alignment:

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

District customers benefit by staff having increased employee morale, efficiency, initiative, and retention when implementing this policy.

Attachments:

1 – Redline – Communication and Team Building Policy

2 – Clean Version – Communication and Team Building Policy

Sacramento Suburban Water District

Communication and Team Building Policy

Adopted: September 15, 2003

Approved with Changes: ~~May 20, 2019~~ July 19, 2021

100.00 Purpose of the Policy

The purpose of this policy is to enhance communications among District staff that are located in two offices ~~—~~ Walnut and Marconi, and support team building events to build relationships, share information and improve transparency, ~~and~~ enhance employee morale and teamwork, improve job performance, promote safety, enhance teamwork, and maintain a positive work environment.

200.00 Policy

The Board of Directors authorizes the General Manager to ~~spend monies~~ utilize funds decided upon at the final approved in the annual budget for the following purposes:

1. District-wide staff meetings (ex. Monthly All Hands Meetings).
2. District ~~t~~Team ~~b~~Building ~~f~~Functions (ex. Annual Achievement).
3. Project events that are District-wide (ex. Strategic Planning).
- ~~3-4.~~ Safety/Hazard recognition programs and events.

The District will implement procedures to conform to the requirements of this Policy. Specific events planned for the calendar year, including costs, ~~are~~ shall be included in the annual Budget.

300.00 Policy Review

This policy is consistent with State law and will be reviewed by the Board of Directors at least biennially. Further, this policy will be utilized in the District's annual budgeting process.

Sacramento Suburban Water District

Communication and Team Building Policy

Adopted: September 15, 2003

Approved with Changes: July 19, 2021

100.00 Purpose of the Policy

The purpose of this policy is to enhance communication among District staff that are located in two offices - Walnut and Marconi, and support team building events to build relationships, share information and improve transparency, enhance employee morale and teamwork, improve job performance, promote safety, and maintain a positive work environment.

200.00 Policy

The Board of Directors authorizes the General Manager to utilize funds approved in the annual budget for the following purposes:

1. District-wide staff meetings (ex. Monthly All Hands Meetings).
2. District team building functions (ex. Annual Achievement).
3. Project events that are District-wide (ex. Strategic Planning).
4. Safety/Hazard recognition programs and events.

The District will implement procedures to conform to the requirements of this Policy. Specific events planned for the calendar year, including costs, shall be included in the annual Budget.

300.00 Policy Review

This policy is consistent with State law and will be reviewed by the Board of Directors at least biennially. Further, this policy will be utilized in the District's annual budgeting process.



Agenda Item: 3

Date: July 19, 2021

Subject: Proposed Changes to Monthly Financial Reports

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

Recommended Board Action:

- Approve proposed changes to the financial report including changes to Directors' Compensation and Expense Reimbursement Policy – PL-BOD 003 and annual approval of Investment Policy – PL-Fin 003.

These items were presented to the Finance and Audit Committee (Committee) on June 28, 2021. The Committee supported the staff recommendation and recommended placing this report as a Consent Item at the July 19, 2021, regular Board meeting.

Summary:

Staff are requesting a change to the monthly financial report(s) submitted to the Board. These changes were presented to the Committee on June 28, 2021. The Committee agreed with the recommended changes and directed staff to bring the item to the full Board at the July 19, 2021 regular Board meeting. Where staff currently presents one financial report with up to 9 topical areas, staff is now proposing to submit two reports – Treasurer's Report and Financial Report. The Treasurer's Report will contain all of the items required by Government or Water Code (Code) to be submitted, approved, reviewed or ratified by the Board of Directors and other financial information deemed pertinent for Board action. This report will contain current financial information and be submitted monthly as a Consent Item. The Financial Report will contain other financial information that is not required by Code, but may be required by covenant or District policy and does not require specific Board action. This information will be for the previous month and will be submitted monthly as an Information Item. The final item for consideration is the District's Investment Policy which staff is recommending Board review and approval on an annual basis (instead of biennially as is the current practice). There is a second staff report related to the proposed changes to the monthly financial reports recommending the adoption of a resolution and approval of a new policy regarding the payment of demands.

Background:

The current structure of the monthly Board Financial Report has evolved over many years and was brought about in an effort for the District to be as transparent as possible regarding its financial affairs. The purpose of the report is to inform the Board, the public and other interested stakeholders about the financial condition of the District and to meet certain legal requirements.

Proposed Changes to Monthly Financial Report

July 19, 2021

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Preparing the report is time consuming and requires significant coordination with District departments (production for water purchases) as well as outside parties (banks and investment agents) for monthly activity statements that must be reconciled with the District's financial records. Finance staff have always taken the responsibility to prepare a complete report and have it ready for the monthly Board meeting that occurs on the third Monday of each month. The Board agenda packet has traditionally been publically posted the Thursday prior to the Board Meeting. This allowed Finance staff more time to complete the full general ledger reconciliation and monthly close process to be able to prepare complete financial statements for the just completed (current) month, along with the investment activities and balances. Finance staff have been able to present current financial information at each monthly Board meeting. However, with the new process of publishing the Board agenda packet one week prior to the Board meeting, Finance staff will be unable to complete the reconciliation and close process in time to meet the new deadlines for staff report submissions. This means that certain financial information will not be available in time for staff report submission. Staff presented to the Board at the January 25, 2021 Board meeting the option of having the financial statements and related reports be a month in arrears while keeping other pertinent data such as the warrant list, credit card transactions and investment transactions current. The Board concurred with this change in reporting. In addition, staff have reviewed various Code sections that relate to the approving and reporting of financial transactions and activities. Certain transactions and activities need to be approved, ratified or reviewed by the Board within certain timeframes established in Code or District policy.

Discussion:

As a result of these new deadlines and current financial report content, Finance staff have investigated what is required for Board reporting. District policy, Code sections and external stakeholders place certain requirements on the District for financial information and the approving, ratifying and reviewing of various transactions.

District Budget Policy PL-Fin 012, Section 200.20 states "Board oversight will be accomplished through regular reporting of budget-to-actual expenditures during the year and review of this Policy".

Water Code Section 31302 and Government Code Section 53910 regulate the approval and payment of demands (warrants) against the District. Staff is recommending a new Payment of Demands Policy PL – Fin 014, be approved by the Board after approval, by resolution, of practices with respect to form, issuance, delivery, endorsement and payment of warrants it deems convenient, efficient and in the public interest. Staff have prepared a resolution (see Attachment 1) and related policy (see Attachment 2) to govern the practices of the District regarding the payment of demands (warrants).

District Investment Policy PL-Fin 003, Section 800.00 states "On a regular basis, the Finance Director /District Treasurer will provide a report to the public and Board of Directors showing the holdings and investment transactions, issuers, maturity dates, par and dollar amounts invested, cash balances, amounts held by the Local Agency Investment Fund and any other amounts under the management of contracted parties. On a monthly basis, in accordance with GC 53607, the Finance Director/District Treasurer shall make a monthly report of transactions to the legislative body".

Proposed Changes to Monthly Financial Report

July 19, 2021

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District Directors Compensation & Reimbursement Policy PL-BOD 003, Section 300.50 states “This information will be included with the agenda materials for each regular monthly Board of Directors meeting”.

Government Code section 53065.5 states that each Special District shall at least annually disclose any reimbursements paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100.00) for each individual charge for services or product received.... to any employee or member of the governing body of the district.

District Purchasing Card Policy PL – Fin 006, states that a detailed listing of all transactions made using the District’s purchasing cards shall be provided to the Board as part of the monthly Finance Report.

The District’s Letter of Credit agreement with Sumitomo Mitsui Banking Corp (SMBC) requires the District to comply with the following covenant:

“As soon as available, and in any event not later than the date on which such statements are made available to the Applicant’s board of directors, the Applicant shall provide to the Bank, the unaudited monthly financial statements of the Applicant in the form provided to the Applicant’s board of directors including a statement of (i) all Revenues and expenses of the Applicant during such calendar month with a comparison to budget, (ii) the amount of such Revenues received by the applicant during such calendar month that is available to make debt service payments on all Contracts and Bonds and the Obligations and (iii) a schedule providing a listing of all debt service payments on all Contract and Bonds coming due in the following six (6) months. A written notice send by email from the Applicant to the Bank stating that the Applicants monthly financial statements are available on its website shall constitute delivery of such monthly financial statements to the Bank for purposes of this section.”

Taking into consideration these policies, Code sections and covenants, Finance staff have developed an outline for the new financial report(s). The current financial report may contain the following items:

- Financial Highlights – Not Required
- Financial Statements – Not Required
- Investments Outstanding and Activity – Activity Monthly, Portfolio on a quarterly basis
- Cash Expenditures (Warrants) – Current payments made prior to Board Meeting
- Credit Card Expenditures – Not required by law but by policy
- Directors Compensation and Expense Accounting – Quarterly (Policy states monthly) but at least annually.
- District Reserve Balances – Not Required
- Information Required by LOC Agreement – Required monthly by SMBC
- Financial Markets Report – Not Required

Staff is recommending the creation of two reports: 1) Treasurer’s Report and 2) Financial Report.

Treasurer’s Report – This report will include the items that need to be reported currently such as the warrant listing, credit card activity, monthly investment activity report, quarterly portfolio

report, quarterly Directors' reimbursements and compensation and annual employee reimbursements. Staff is proposing the following format:

- Demands for Payment – Current, Monthly (PL-Fin014) (WC31302, GC53910)
- Credit Card Expenditures – Current (PL-Fin006)
- Investment Activity – Current, Monthly (PL-Fin003) (GC 53646)
- Investment Portfolio – Current, Quarterly (PL-Fin003) (GC 53646)
- Directors' Compensation and Expense Accounting – Quarterly GC 53065.5 (PL-BOD003)
- Employee Reimbursements – Annually GC 53065.5

An example treasurer's report is included with this staff report as Attachment 1.

The recommendation of the Finance and Audit Committee was to keep the current practice of reporting Directors' compensation and expenses on a quarterly basis and not annually as allowed by Code. In that current policy states this information should be reported monthly, staff are proposing a change to the Directors' Compensation and Expense Reimbursement Policy – PL-BOD 003, Section 300.50 to state that reporting will occur quarterly and not monthly. See Attachment 3 for redline version of this policy with the updated disclosure.

Financial Report – This report will include the items that are not required to be reported by Code or reported currently, but from the previous month such as monthly financial data (statement of net position, statement of revenues ,expenses and changes in net position, budget to actual report, and net revenues as required by SMBC). Staff is proposing the following format:

- Financial Statements – Previous Month, Monthly
- Budget to Actual Reconciliation – Previous Month, Monthly (PL-Fin 012)
- Information Required by LOC Agreement – Previous Month, Monthly

An example report is included with this staff report as Attachment 2.

Staff is also recommending one additional change to current procedures: the annual review of the Investment Policy PL-Fin 003. Government Code section 53607 authorizes the Board of Directors to delegate their investment authority to the District Treasurer for a period of one year. Subject to review, the Board of Directors may renew this delegation each year. District Investment Policy PL-Fin 003 establishes the Board's desire to delegate this authority. In addition, Code section 53646 allows the District Treasurer to render annually to the Board of Directors a statement of investment policy, which the Board shall review at a public meeting. The annual review of this policy would suffice as the annual review required by GC 53607 and 53646. This policy should be reviewed after the California legislative session has recessed for the year to allow inclusion of any new laws affecting District investment activities.

Staff sought comment from legal counsel on the items required to be reported to the Board. This new report structure was developed based on the comments obtained from legal counsel. Legal counsel has reviewed Resolution 21-xx and the related Payment of Demands Policy – PL-Fin 014. Resolution 21-xx and Payment of Demands Policy – PL-Fin 014 are being presented for approval in a separate staff report as Agenda Item 4.

Fiscal Impact:

There is no fiscal impact from this item.

Proposed Changes to Monthly Financial Report

July 19, 2021

Page 5 of 5

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachments:

1. Example New Treasurer's Report
2. Example New Financial Report
3. Directors' Compensation and Expense Reimbursement Policy – PL-BOD 003 - redline



Agenda Item: X

Date: April 19, 2021

Subject: Treasurer's Report

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

Recommended Board Actions:

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

1. Ratify the SSWD Warrant Register as submitted for the period March 1, 2021 through March 31, 2021.
2. Accept the credit card expenditures listing for the period March 1, 2021 through March 31, 2021.
3. Ratify the Investment Activity register for the period March 1, 2021 through March 31, 2021.
4. Accept the Investment Portfolio Register as of the end of 1st Quarter of 2021.
5. Accept the Debt Portfolio Register as of the end of 1st Quarter of 2021.
6. Ratify the Annual Directors Compensation and Expense Register for 2020
7. Accept the Annual Employee Reimbursement Register for 2020

Background:

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

Per District Policy PL – Fin 014, Payment of Demands, the Board of Directors will ratify all demands for payment at the first regular Board Meeting following the month of payment. The Board has also requested to receive and file a register of credit card transactions. District policy PL – Fin 003, Investment Policy, and Government Code Section's 53607 and 53646 require the District Treasurer to report to the Board of Directors monthly on the investment transactions conducted and quarterly on the status of the investment portfolio. Government Code Section 53065.5 requires the annual reporting of reimbursements to any employee or member of the governing body. This Treasurer's report satisfies the requirements of the above listed policies and government code sections for the reporting to and ratification of the Board of Directors the various financial transactions of the District.

Discussion:

Seven (7) registers are attached for Board review and acceptance or ratification:

- Cash Expenditures (AP Warrants) Register – March 2021
- Credit Card Expenditures Register – March 2021
- Investment Activity Register – March 2021
- Investment Portfolio Register – 1st Quarter 2021
- Debt Portfolio Register – 1st Quarter 2021
- Directors Compensation and Expense Register – Year 2020
- Employee Reimbursements Register – Year 2020

Cash Expenditures (AP Warrants) Register– March 2021

During the month of March 2021, the District made cash payments totaling \$4.4 million. The primary expenditures were: \$0.1 million for debt service, \$2.6 million for 2020 capital improvement projects, \$1.0 million for payroll, pension and health benefits, \$0.3 million for water costs including pumping and chemical costs, and \$0.4 million for all other O&M expenses. Per District Policy PL – Fin 014, the District Treasurer confirms that the cash expenditures contained in this register conform to the approved 2021 Annual Budget. The Cash Expenditures (AP Warrants) Register is included as Attachment 1.

Credit Card Expenditures Register – March 2021

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 \$9,891 for various purchases on the six District purchasing cards. Details by vendor and purpose are included in this report as Attachment 2.

Investment Activity Register – March 2021

During the month of March 2021, the District purchased one Corporate Note for \$0.1 million (par) and one Certificate of Deposit for \$0.3 million (par). The district received principal pay downs on four Federal Agency Collateralized Mortgage Obligations for \$1,889, (par) and four Asset-Backed Security Obligations for \$68,586 (par). The district sold one Certificate of Deposit for \$0.3 million (par). Four Corporate Notes were matured for \$0.9 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. As required by California Government Code 53646, the District affirms its ability to meet its pool's expenditure requirements for the next six months.

Investment Portfolio Register – 1st Quarter 2021

Excess and reserve funds are invested in diverse investments that consist of corporate notes, Federal Agency bonds and discount notes, U.S. Treasury bonds, notes and bills, Supra-National Agency notes, commercial paper, municipal bonds, negotiable certificates of deposit, asset-backed securities, collateralized mortgage obligations, and Local Agency Investment Fund (LAIF). The District's investments are under the day-to-day management of PFM Asset Management, LLC (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 1.53% per annum, while LAIF is earning 0.36%. 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.

Summary of District's Investment Portfolio March 31 2021):

Fair Market Value	Security Type	Yield
\$ 2,224,334.59	Money Market	0.03%
7,375,774.33	LAIF	0.36%
2,237,045.58	Asset-Backed Securities	1.76%
3,355,749.84	Certificates of Deposit	2.02%
5,803,865.76	Corporate Notes	2.21%
8,152,951.22	Federal Agency Securities Bonds/Notes	0.55%
670,142.94	Federal Agency Collateralized Mortgage Obligation	2.36%
1,687,547.70	Municipal Obligations	1.01%
1,579,624.80	Supra-National Agency Bond	1.86%
16,174,442.25	Treasury Bonds/Notes	1.64%
\$ 49,261,479.01		1.29%

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

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

Debt Portfolio Register – 1st Quarter 2021

The following table shows the District's long-term debt obligations. Scheduled 2021 principal payments of 5.0 million are not due until the end of October. Total principal outstanding as of March 31, 2021, is now \$65.3 million.

Summary of District's Debt Portfolio:

<u>Debt</u>	<u>Original Par</u>	<u>Outstanding</u>	<u>Issuance</u>	<u>Credit Enhancement</u>	<u>Final Maturity</u>
2009A	\$ 42,000,000	\$ 42,000,000	Adjustable Rate Revenue COP's	Sumitomo Bank*	11/1/2034
2012A	\$ 29,200,000	\$ 10,990,000	Fixed Rate Revenue Bond		11/1/2027
2018A	\$ 19,615,000	\$ 12,275,000	Fixed Rate Revenue Bond		11/1/2028
	<u>\$ 90,105,000</u>	<u>\$ 65,265,000</u>			

* Credit enhancement expires 6/30/2023

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

<u>Debt</u>	<u>Outstanding</u>	<u>Credit Enhancement</u>	<u>Bank Owned</u>	<u>Sold in Market</u>	<u>Market Rate</u>
2009A	\$42,000,000	Sumitomo Bank LOC	None	\$42,000,000	0.68%
	<u>Notional Amount</u>	<u>Counterparty</u>	<u>FMV</u>	<u>Receive Rate</u>	<u>Fixed Rate</u>
Swap	\$33,300,000	Wells Fargo Bank, N.A.	(\$6,544,412)	0.244%	3.283%

Directors Compensation and Expense Register – Year 2020

Director meetings attended during 2020 (that Directors have reported to staff) and expense reimbursements are attached in accordance with the District's Directors' Compensation and Expense Reimbursement Policy (PL – BOD 003) and Government Code Section 53065.5. Directors who have not reported their meeting attendance to District staff are not included in this report and are expected to make an oral report at the Board meeting. Director's Compensation and Expense Register is included with this report as Attachment 5.

Employee Reimbursement Register – Year 2020

Employee expense reimbursements for 2020 are attached to this report (Attachment 6) in accordance with Government Code Section 53065.5.

Attachments:

1. Cash Expenditures (AP Warrants) Register – March 2021
2. Credit Card Expenditures Register – March 2021
3. Investment Activity Register – March 2021
4. Investment Portfolio Register – 1st Quarter 2021
5. Directors Compensation and Expense Register – Year 2020
6. Employee Reimbursements Register – Year 2020

**Cash Expenditures
March 2021**

AP Warrant List from 3/1/2021 to 3/31/2021

Group	Vendor Name	Amount	Description
Benefits			
	ACWA JPIA INSURANCE/EAP - Invoices:2	\$323.68	Miscellaneous Employee Benefits
	AFLAC - Invoices:1	\$737.77	Supplemental Insurance
	BASIC PACIFIC - Invoices:3	\$115.50	Miscellaneous Employee Benefits
	CIGNA-DENTAL INS - Invoices:3	\$27,404.40	Employee Benefit - Dental Insurance
	AMERITAS (VISION) - Invoices:1	\$1,956.00	Employee Benefit - Vision Insurance
	PERS HEALTH - Invoices:2	\$114,963.44	Employee Benefit - Heath Insurance
	EMPLOYMENT DEVELOPMENT - Invoices:1	\$3,150.00	Miscellaneous Employee Benefits
	MED 7 URGENT CARE CENTERS - Invoices:1	\$556.00	Miscellaneous Employee Benefits
	OCCU-MED LTD - Invoices:1	\$125.35	Miscellaneous Employee Benefits
	PAYROLL - 2	\$494,379.90	Payroll
	PERS PENSION - Invoices:3	\$43,499.13	Employee Benefit - PERS Retirement--ER
	UNUM - Invoices:1	\$4,839.28	Employee Benefit - LTD Insurance
CIP & OCB			
	AUBURN CONSTRUCTORS - Invoices:2	\$156,750.00	Construction In Progress
	BADGER METER INC - Invoices:5	\$85,238.51	Communication
	BENNETT ENGINEERING SERVICES -	\$22,744.96	Construction In Progress
	CITY OF CITRUS HEIGHTS - Invoices:1	\$822.60	Construction In Progress
	COUNTY OF SAC PUBLIC WORKS -	\$1,082.15	Construction In Progress
	DOMENICHELLI & ASSOCIATES - Invoices:1	\$1,417.58	Construction In Progress
	ERC CONTRACTING - Invoices:1	\$4,875.00	Construction In Progress
	ERROL L MONTGOMERY & ASSOCIATES	\$8,793.00	Construction In Progress
	FLOWLINE CONTRACTORS INC - Invoices:5	\$183,559.09	Construction In Progress
	GM CONSTRUCTION & DEVELOPERS -	\$69,718.81	Construction In Progress
	HYDROSCIENCE ENGINEERS INC -	\$31,274.96	Construction In Progress
	KIRBY PUMP AND MECHANICAL - Invoices:2	\$24,327.45	Construction In Progress
	LEONARD RICE ENGINEERS INC -	\$945.00	Construction In Progress
	LOEWEN PUMP MAINTENANCE - Invoices:2	\$43,389.00	Construction In Progress
	ONE STOP TRUCK SHOP - Invoices:4	\$5,408.15	Construction In Progress
	PACE SUPPLY CORP - Invoices:4	\$2,659.72	Construction In Progress
	PETERSON BRUSTAD INC - Invoices:2	\$7,212.98	Construction In Progress
	RAWLES ENGINEERING - Invoices:5	\$38,896.07	Construction In Progress
	S E AHLSTROM INSPECTION - Invoices:1	\$1,260.00	Construction In Progress
	SENSUS USA INC - Invoices:5	\$404,304.78	Construction In Progress
	TESCO - Invoices:2	\$44,771.57	Construction In Progress
	WEST YOST & ASSOCIATES - Invoices:5	\$54,140.75	Construction In Progress
	WOOD RODGERS ENGINEERING -	\$12,886.25	Construction In Progress
Debt Service			
	SUMITOMO MITSUI BANKING	\$974.93	2009A COP Interest Expense
	WELLS FARGO SWAP - Invoices:2	\$160,362.44	2009A COP Interest Expense
Financial Services			
	BARTKIEWICZ KRONICK & SHANAHAN -	\$9,829.50	Legal Services
	PFM ASSET MANAGEMENT LLC - Invoices:1	\$3,776.64	Financial Services
	ADP, INC - Invoices:1	\$2,305.78	Financial Services
	WESTAMERICA BANK ANALYSIS FEES -	\$6,571.60	Financial Services
	WESTAMERICA CARD PROCESSING STMT -	\$9,816.62	Financial Services
	QUADIENT FINANCE USA - POSTAGE -	\$15.00	Financial Services

AP Warrant List from 3/1/2021 to 3/31/2021

Group	Vendor Name	Amount	Description
Other			
	A.I. ELECTRIC - Invoices:2	\$4,132.60	Contract Services
	ACWA JPIA INSURANCE AUTHORITY -	\$24,880.06	Workers Compensation
	ADT - Invoices:1	\$616.44	Building Service Expense - Office & Yard
	AIRGAS USA LLC - Invoices:1	\$105.09	Operating Supplies
	ALL PRO BACKFLOW - Invoices:1	\$3,537.00	Backflow Services
	ALLIED UNIVERSAL - Invoices:1	\$694.38	Building Service Expense - Office & Yard
	ALLTECH GATES - Invoices:3	\$845.00	Building Maintenance - Office & Yard
	AMERICAN TRUCK & TRAILER BODY CO	\$128.51	Vehicle Maintenance Supplies
	ANNE OSBORNE - Invoices:1	\$500.00	BMP Rebates
	ANSWERNET - Invoices:1	\$711.00	Communication
	APPLIED BEST PRACTICES - Invoices:1	\$68.00	Consulting Services
	ARMANINO - Invoices:1	\$14,552.27	Licenses, Permits & Fees
	AT&T - Invoices:7	\$8,173.08	Communication
	AT&T CALNET 3 - Invoices:1	\$251.81	Communication
	ATLAS DISPOSAL - Invoices:2	\$266.32	Building Service Expense - Office & Yard
	BARTEL ASSOCIATES LLC - Invoices:1	\$1,450.00	Consulting Services
	BENDER ROSENTHAL INC - Invoices:2	\$473.81	Consulting Services
	BROADRIDGE MAIL LLC - Invoices:18	\$32,137.13	Contract Services
	BROWER MECHANICAL - Invoices:3	\$1,276.00	Building Maintenance - Office & Yard
	BRYCE CONSULTING INC - Invoices:1	\$225.00	Consulting Services
	BUD'S TRI COUNTY TREE SERVICE -	\$3,700.00	Construction Services
	BURTON ROBB /BURT'S LAWN & GARDEN	\$16,150.00	Contract Services
	CALIFORNIA ASSOCIATION OF JPA -	\$100.00	Employment Ads
	CALIFORNIA LABORATORY SERVICES -	\$3,587.00	Inspection & Testing
	CALIFORNIA RURAL WATER ASSOCIATION -	\$1,367.00	Membership & Dues
	CALIFORNIA WATER EFFICIENCY	\$1,000.00	Membership & Dues
	CAPITAL SWEEPER SERVICE - Invoices:2	\$340.00	Building Service Expense - Office & Yard
	CDWG - Invoices:1	\$24.26	Operating Supplies
	CELL ENERGY INC - Invoices:1	\$125.51	Vehicle Maintenance Services
	CENTRAL VALLEY ENG & ASPHALT -	\$41,452.00	Building Maintenance - Office & Yard
	CINTAS - Invoices:6	\$1,102.07	Building Maintenance - Office & Yard
	CITY OF SACRAMENTO DEPT OF UTILITIES	\$55.90	Utilities
	CLEAR VISION WINDOW CLEANING -	\$225.00	Building Service Expense - Office & Yard
	COLLECTION PLUS - Invoices:1	\$1,514.50	Employment Cost
	COMCAST - Invoices:1	\$65.70	Communication
	CONSOLIDATED COMMUNICATIONS -	\$464.44	Communication
	COTTON SHOPPE - Invoices:1	\$19.90	Uniforms
	COUGHRAN MECHANICAL SERVICE -	\$48,753.61	Contract Services
	COUNTY OF SAC UTILITIES - Invoices:6	\$1,147.43	Utilities
	Customer Refunds: 279	\$29,778.85	Refund Clearing Account
	DAWSON OIL CO - Invoices:1	\$51.49	Operating Supplies
	DEKREEK CONSTRUCTION INC - Invoices:1	\$2,186.70	Hydrant Permit Refund
	DIANA BRADEN - Invoices:1	\$150.00	BMP Rebates
	DITCH WITCH EQUIPMENT CO - Invoices:1	\$101.32	Equipment Maintenance Services
	DOMCO PLUMBING - Invoices:4	\$1,350.00	Building Maintenance - Office & Yard
	ELEVATOR TECHNOLOGY INC - Invoices:2	\$210.00	Building Service Expense - Office & Yard

AP Warrant List from 3/1/2021 to 3/31/2021

Group	Vendor Name	Amount	Description
Other			
	EMCOR SERVICES - Invoices:1	\$1,066.04	Contract Services
	EMIGH ACE HARDWARE - Invoices:3	\$56.50	Operating Supplies
	EMPLOYEE RELATIONS NETWORK -	\$133.44	Employment Cost
	ERIC SHONTZ - Invoices:2	\$200.00	BMP Rebates
	EUROFINS EATON ANALYTICAL - Invoices:2	\$5,878.00	Inspection & Testing
	FASTENAL COMPANY - Invoices:7	\$1,524.22	Operating Supplies
	FLEETWASH INC - Invoices:3	\$1,199.30	Vehicle Maintenance Services
	FUTURE FORD - Invoices:1	\$2,602.95	Vehicle Maintenance Services
	GRAINGER - Invoices:4	\$1,626.78	Operating Supplies
	GREG BUNDESEN - Invoices:1	\$50.00	Required Training
	HACH COMPANY - Invoices:2	\$1,073.66	Operating Supplies
	HARRINGTON PLASTICS - Invoices:1	\$794.12	Operating Supplies
	HARROLD FORD - Invoices:4	\$1,517.17	Vehicle Maintenance Services
	HD Supply/WHITE CAP - Invoices:2	\$856.59	Operating Supplies
	HOLT OF CALIFORNIA - Invoices:3	\$2,711.36	Contract Services
	HOPKINS TECHNICAL PRODUCT -	\$2,290.70	Operating Supplies
	ICONIX WATERWORKS (US) INC -	\$5,026.80	Operating Supplies
	IN COMMUNICATIONS - Invoices:1	\$4,529.62	Public Relations
	IRON MOUNTAIN OFF SITE DATA	\$499.58	Equipment Maintenance Services
	JILL FOSTER - Invoices:1	\$150.00	BMP Rebates
	JOY YOSHIOKA - Invoices:1	\$650.00	BMP Rebates
	LES SCHWAB TIRE CENTER/MADISON -	\$4,661.94	Equipment Maintenance Services
	LODI TRUCK AND EQUIPMENT - Invoices:1	\$2,750.00	Vehicle Maintenance Services
	MARTIN GENERAL ENGINEERING INC -	\$2,238.03	Hydrant Permit Refund
	MESSENGER PUBLISHING GROUP -	\$309.00	Public Relations
	MICHAEL PHILLIPS LANDSCAPE CORP -	\$6,660.00	Building Service Expense - Office & Yard
	NEW PIG - Invoices:1	\$2,171.24	Operating Supplies
	NINJIO LLC - Invoices:1	\$132.75	Equipment Maintenance Services
	NORTHERN CALIF WATER ASSOCIATION -	\$4,300.50	Consulting Services
	OFFICE DEPOT INC - Invoices:2	\$603.30	Office Supplies
	PATRICK DOWNS - Invoices:1	\$150.00	BMP Rebates
	PEOPLEREADY - Invoices:3	\$3,883.00	Temporary Help
	PEST PROS - Invoices:4	\$338.15	Building Service Expense - Office & Yard
	PUMP EFFICIENCY TESTING SERVICES -	\$500.00	Contract Services
	RAMOS ENVIRONMENTAL SERVICES -	\$108.00	Hazardous Waste Disposal
	RAY MORGAN CO - Invoices:1	\$156.35	Equipment Maintenance Services
	RESOURCE TELECOM LLC - Invoices:1	\$652.50	Equipment Maintenance Services
	RUE EQUIPMENT INC - Invoices:12	\$2,048.38	Equipment Maintenance Services
	Sacramento - Invoices:1	\$400.00	Building Maintenance - Office & Yard
	SACRAMENTO SUBURBAN WATER	\$209.52	Office Supplies
	SDS REALTY CORP - Invoices:1	\$997.74	BMP Rebates
	SHRED-IT - Invoices:2	\$250.77	Contract Services
	SIERRA NATIONAL CONSTRUCTION INC -	\$2,188.03	Hydrant Permit Refund
	SONITROL - Invoices:2	\$2,857.58	Building Service Expense - Office & Yard
	STAT PADS LLC - Invoices:3	\$375.00	Building Service Expense - Office & Yard
	SUBURBAN PROPANE - Invoices:1	\$4,244.34	Operating Supplies

AP Warrant List from 3/1/2021 to 3/31/2021

Group	Vendor Name	Amount	Description
Other			
	TEE JANITORIAL & MAINTENANCE -	\$4,108.00	Building Service Expense - Office & Yard
	TERRENCE L SOOHOO - Invoices:1	\$113.12	BMP Rebates
	THOMPSONS COLLISION - Invoices:1	\$456.35	Vehicle Maintenance Services
	TINA LYNN DESIGN - Invoices:1	\$320.00	Contract Services
	TULLY & YOUNG - Invoices:1	\$880.00	Consulting Services
	ULINE SHIPPING SUPPLY SPECIALISTS -	\$686.03	Operating Supplies
	US BANK CORPORATE PAYMENT SYSTEM -	\$23,841.78	Vehicle Maintenance Supplies
	UTILITY SERVICES ASSOCIATES -	\$10,266.00	Consulting Services
	VALLEY REDWOOD & YARD SUPPLY -	\$20.47	Operating Supplies
	VERIZON WIRELESS/DALLAS TX -	\$6,155.99	Communication
	VOCANTAS - Invoices:1	\$8,789.35	Licenses, Permits & Fees
	VOYAGER FLEET SYSTEMS - Invoices:1	\$9,772.13	Operating Supplies
	WALKERS EXPRESS OFFICE PRODUCTS -	\$1,064.15	Office Supplies
	WASTE MANAGEMENT - Invoices:2	\$292.73	Building Service Expense - Office & Yard
	WATERWISE CONSULTING, INC. -	\$2,575.00	Consulting Services
	WHITE CAP - Invoices:1	\$471.12	Operating Supplies
	WOLF CONSULTING - Invoices:1	\$375.00	Consulting Services
Water Costs			
	CITY OF SACRAMENTO WATER - Invoices:2	\$1,001.36	Purchased Water-City of Sacramento
	PG&E - Invoices:4	\$5,849.19	Utilities
	SAN JUAN WATER DISTRICT - Invoices:1	\$442,305.81	Water
	SMUD - Invoices:4	\$273,004.10	Electrical Charges
		\$3,212,198.15	

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**Credit Card Expenditures
March 2021**

**Sacramento Suburban Water District
US Bank Purchasing Card Program
CalCard Expenditures
March 2021**

Vendor Name	Description	Amount	Proj/GLAcct
AMAZON.COM	YEARLY WALL CALENDAR - HEATHER HERNADEZ-FORT	\$ 16.69	03-52108
AMAZON.COM	AVERY UNPUNCHED PRINT-ON DIVIDERS - ENGINEERING DEPARTMENT	\$ 106.60	15-52108
CA-NV SECTION, AWWA	DEVELOPING EFFECTIVE STANDARD OPERATING PROCEDURES - GREG BUNDESEN	\$ 150.00	13-51406
AMAZON.COM	PITNEY BOWES POSTAGE TAPE	\$ 30.06	03-52108
AMAZON.COM	YEARLY WALL CALENDAR - REPLACEMENT - HEATHER HERNANDEZ-FORT	\$ 18.85	03-52108
COSTCO	KITCHEN SUPPLIES- WALNUT	\$ 96.87	03-52108
AMAZON	FACE MASKS- COVID	\$ 376.75	05-52101
COSTCO	KITCHEN SUPPLIES- WALNUT	\$ 64.64	03-52108
AMAZON	KITCHEN SUPPLIES-WALNUT	\$ 197.14	03-52108
COSTCO	KITCHEN SUPPLIES- WALNUT (REFUND-DELIVERY NEVER ARRIVED)	\$ (10.49)	03-52108
COSTCO	KITCHEN SUPPLIES- WALNUT (REFUND-DELIVERY NEVER ARRIVED)	\$ (11.99)	03-52108
COSTCO	KITCHEN SUPPLIES- WALNUT (REFUND-DELIVERY NEVER ARRIVED)	\$ (11.85)	03-52108
COSTCO	KITCHEN SUPPLIES-WALNUT (REFUND- DELIVERY NEVER ARRIVED)	\$ (10.76)	03-52108
COSTCO	KITCHEN SUPPLIES-WALNUT (REFUND-DELIVERY NEVER ARRIVED)	\$ (11.62)	03-52108
COSTCO	KITCHEN SUPPLIES- WALNUT (REFUND DELIVERY NEVER ARRIVED)	\$ (11.62)	03-52108
SMARTSIGN	WELL N8 ACCESS SIGN	\$ 50.13	06-52101
HOME DEPOT	REFUND-WAREHOUSE SUPPLIES	\$ (15.62)	05-52101
AMAZON	WAREHOUSE SUPPLIES	\$ 13.34	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$ 69.20	05-52101
AMAZON	WAREHOUSE SUPPLIES	\$ 269.26	05-52101
AMAZON	WAREHOUSE SUPPLIES	\$ 673.15	05-52101
VALLEY BATTERY	WAREHOUSE SUPPLIES	\$ 10.78	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$ 58.03	05-52101
AMAZON	WAREHOUSE SUPPLIES	\$ 87.60	08-52101
AMAZON	KITCHEN SUPPLIES-WALNUT	\$ 41.85	03-52108
FED EX OFFICE	SAFETY PROGRAM SUPPLIES	\$ 150.30	05-52101
HOME DEPOT	REFUND- WATER CONSERVATION SUPPLIES	\$ (60.99)	13-52101
HARBOR FREIGHT TOOLS	FIELD SERVICES SUPPLIES	\$ 9.69	08-52101
AMAZON	WAREHOUSE SUPPLIES	\$ 70.03	05-52101
HOME DEPOT	WATER CONSERVATION SUPPLIES	\$ 60.99	13-52101
HOME DEPOT	FIELD SERVICES SUPPLIES	\$ 179.24	08-52101
HOME DEPOT	WATER CONSERVATION SUPPLIES	\$ 121.97	13-52101
SMART & FINAL	KITCHEN SUPPLIES-WALNUT	\$ 118.96	03-52108
SMART & FINAL	JUICE FOR STAFF COMMUNICATIONS & TEAM BUILDING	\$ 32.38	02-51403
CHICK FIL A	BREAKFAST FOR STAFF COMMUNICATIONS & TEAM BUILDING	\$ 240.84	02-51403
CHICK FIL A	BREAKFAST FOR STAFF COMMUNICATIONS & TEAMBUILDING	\$ 94.00	02-51403
MITCH'S CERTIFIED CLASSES	TRAINING- HANNAH DUNRUD	\$ 700.00	06-51406

**Sacramento Suburban Water District
US Bank Purchasing Card Program
CalCard Expenditures
March 2021**

Vendor Name	Description	Amount	Proj/GLAcct
AMAZON	DISTRIBUTION SUPPLIES	\$ 145.46	07-52101
MITCH'S CERTIFIED CLASSES	TRAINING-WILLIAM SADLER	\$ 1,200.00	06-51407
AMAZON	WAREHOUSE SUPPLIES	\$ 112.59	05-52101
AWWA	TRAINING SUPPLIES-WILLIAM SADLER	\$ 57.50	06-52502
YRC	SHIPPING	\$ 63.50	08-52101
US BANK	LATE FEE	\$ 28.09	03-54503
US BANK	LATE FEE	\$ 28.83	03-54503
COSTCO	SPACE HEATER FOR OFFICE	\$ 43.49	12-52101
ACWA	DAN YORK ACWA CONFERENCE REGISTRATION	\$ 375.00	02-55001
HANNIBALS	TEAMBULIDING LUNCH FOR ALL STAFF - MARCONI STAFF	\$ 540.70	02-51403
HANNIBALS	TEAMBUILDING LUNCH FOR ALL STAFF - WALNUT STAFF	\$ 652.02	02-51403
POST OFFICE	CERTIFIED MAIL	\$ 4.15	15-53003
RIDGE TOOL COMPANY	REPAIR FREEZE MACHINE #349	\$ 681.25	12-54003
J&J LOCKSMITH	KEYS FOR CABINET WALNUT SHOP - BACKFLOW	\$ 8.08	12-52101
THE HOME DEPOT	SUPPLIES TO MOUNT DRAIN COVERS AT WALNUT AND ANTELOPE	\$ 49.34	12-52101
SCELZI EQUIPMENT INC.	REPLACE BIN LOCK ON VEHICLE #75 - 2 FOR STOCK	\$ 67.75	12-54005
PEP BOYS	WIPERS FOR VEHICLE #55	\$ 36.61	12-54005
THE HOME DEPOT	SILICONE ADHESIVE REMOVER	\$ 8.84	12-52101
AMAZON.COM	12 PACK OF DRY LOCK LUBE FOR LOCKS ON BIN DOORS- VEHICLES	\$ 48.64	12-54006
BLINDS.COM	BLINDS FOR NEW WINDOWS IN FINANCE AND WATER CONSERVATION	\$ 176.02	12-54008
CARHARTT	JACKETS FOR GENOVA AND ANN BRADFORD (GENOVA'S 1ST JACKET DID NOT FIT)	\$ 280.12	12-51408
NEW PIG	ABSORBANT FLOATING PILLOWS TO REMOVE DIESEL SHEEN SECONDARY CONTAINMENT DIESEL AT ANTELOPE	\$ 249.59	12-52101
THE HOME DEPOT	REPLACED DAMAGED RECEIVER CO-AX AT ANTELOPE ENTERANCE GATE	\$ 22.30	12-52101
AMAZON MARKETPLACE	MONITOR CABLES	\$ 48.25	18-52101
AMAZON MARKETPLACE	MOUNTING SCREWS FOR LARGE SCADA MONITORS AT WALNUT	\$ 11.84	18-52101
AMAZON MARKETPLACE	BLUETOOTH ADAPTERS FOR CUSTOMER SERVICE HEADSETS	\$ 84.00	18-52101
LOGMEIN	ANNUAL LICENSE RENEWAL FOR REMOTE SUPPORT OF KP AMI	\$ 3,499.99	18-54509
TERAMIND	MONTHLY FEE FOR MONITORING REMOTE TELEWORKING	\$ 264.00	18-54003
LOGMEIN	ANNUAL LICENSE RENEWAL FOR REMOTE SUPPORT FROM VENDORS	\$ 1,539.99	18-54509
AMAZON MARKETPLACE	LABELS FOR BACKUP TAPES	\$ 15.35	18-52101
AMAZON MARKETPLACE	HEADSET FOR CUSTOMER SERVICE PC SOFTPHONE	\$ 25.97	18-52101
AMAZON MARKETPLACE	PATCH CABLES	\$ 86.29	18-52101
AMAZON MARKETPLACE	ERGONOMIC ROLLERMOUSE FOR NEW ACCOUNTANT	\$ 319.69	18-52101
	Totals:	\$ 14,739.64	

Investment Activity
March 2021



Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
BUY										
03/16/21	03/18/21	CHARLES SCHWAB CORP NOTES (CALLABLE) DTD 03/18/2021 0.750% 03/18/2024	808513BN4	135,000.00	(134,932.50)	0.00	(134,932.50)			
03/19/21	03/23/21	CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	300,000.00	(300,000.00)	0.00	(300,000.00)			
Transaction Type Sub-Total				435,000.00	(434,932.50)	0.00	(434,932.50)			
INTEREST										
03/01/21	03/01/21	PACCAR FINANCIAL CORP NOTE DTD 03/01/2019 2.850% 03/01/2022	69371RP75	150,000.00	0.00	2,137.50	2,137.50			
03/01/21	03/01/21	MONEY MARKET FUND	MONEY0002	0.00	0.00	24.74	24.74			
03/01/21	03/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	199,216.17	0.00	512.98	512.98			
03/01/21	03/25/21	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	275,000.00	0.00	701.71	701.71			
03/01/21	03/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	107,079.73	0.00	186.68	186.68			
03/01/21	03/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	27,324.30	0.00	72.93	72.93			
03/01/21	03/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	34,351.64	0.00	101.91	101.91			
03/04/21	03/04/21	FEDERAL HOME LOAN BANK NOTES DTD 09/11/2020 0.375% 09/04/2025	3130AK5E2	200,000.00	0.00	360.42	360.42			
03/08/21	03/08/21	FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	850,000.00	0.00	1,086.11	1,086.11			
03/15/21	03/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	244,634.32	0.00	656.44	656.44			
03/15/21	03/15/21	COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	0.00	1,146.67	1,146.67			
03/15/21	03/15/21	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	65,000.00	0.00	18.42	18.42			
03/15/21	03/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	185,819.04	0.00	489.32	489.32			



Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
03/15/21	03/15/21	ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	117,292.28	0.00	293.23	293.23			
03/15/21	03/15/21	TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	116,374.85	0.00	287.06	287.06			
03/15/21	03/15/21	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	150,000.00	0.00	62.50	62.50			
03/15/21	03/15/21	NY ST URBAN DEV CORP TXBL REV BONDS DTD 12/23/2020 0.870% 03/15/2025	650036DT0	425,000.00	0.00	842.21	842.21			
03/16/21	03/16/21	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	135,000.00	0.00	42.75	42.75			
03/20/21	03/20/21	VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	200,000.00	0.00	308.33	308.33			
03/20/21	03/20/21	VWALT 2020-A A4 DTD 12/03/2020 0.450% 07/21/2025	92868VAD1	265,000.00	0.00	99.38	99.38			
03/23/21	03/23/21	FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	450,000.00	0.00	834.38	834.38			
Transaction Type Sub-Total				4,997,092.33	0.00	10,265.67	10,265.67			
MATURITY										
03/12/21	03/12/21	JOHN DEERE CAPITAL CORP NOTES DTD 03/13/2018 2.875% 03/12/2021	24422EUD9	250,000.00	250,000.00	3,593.75	253,593.75	170.00	0.00	
03/15/21	03/15/21	BANK OF NEW YORK MELLON CORP(CALLED, OMD) DTD 10/15/2020 2.500% 03/15/2021	06406FAA1	225,000.00	225,000.00	2,343.75	227,343.75	(5,170.50)	0.00	
03/15/21	03/15/21	NATIONAL RURAL UTIL COOP NOTE DTD 02/26/2018 2.900% 03/15/2021	63743HER9	225,000.00	225,000.00	3,262.50	228,262.50	951.75	0.00	
03/15/21	03/15/21	NATIONAL RURAL UTIL COOP NOTE DTD 02/26/2018 2.900% 03/15/2021	63743HER9	150,000.00	150,000.00	2,175.00	152,175.00	166.50	0.00	
Transaction Type Sub-Total				850,000.00	850,000.00	11,375.00	861,375.00	(3,882.25)	0.00	
PAYDOWNS										



Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
PAYDOWNS										
03/01/21	03/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	1,207.49	1,207.49	0.00	1,207.49	(24.02)	0.00	
03/01/21	03/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	41.80	41.80	0.00	41.80	0.00	0.00	
03/01/21	03/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	368.76	368.76	0.00	368.76	(3.14)	0.00	
03/01/21	03/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	271.43	271.43	0.00	271.43	0.01	0.00	
03/15/21	03/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	17,966.87	17,966.87	0.00	17,966.87	3.44	0.00	
03/15/21	03/15/21	ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	17,062.77	17,062.77	0.00	17,062.77	1.17	0.00	
03/15/21	03/15/21	TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	15,581.03	15,581.03	0.00	15,581.03	0.23	0.00	
03/15/21	03/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	17,975.75	17,975.75	0.00	17,975.75	2.69	0.00	
Transaction Type Sub-Total				70,475.90	70,475.90	0.00	70,475.90	(19.62)	0.00	
SELL										
03/19/21	03/23/21	CREDIT SUISSE NEW YORK CERT DEPOS DTD 08/07/2020 0.520% 02/01/2022	22549L6F7	300,000.00	300,599.70	988.00	301,587.70	599.70	599.70	FIFO
Transaction Type Sub-Total				300,000.00	300,599.70	988.00	301,587.70	599.70	599.70	
Managed Account Sub-Total					786,143.10	22,628.67	808,771.77	(3,302.17)	599.70	
Total Security Transactions					\$786,143.10	\$22,628.67	\$808,771.77	(\$3,302.17)	\$599.70	

**Outstanding Debt & Investments Portfolio
March 2021**

Debt & Investment Portfolio Summary March 31, 2021

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	\$ 10,990,000	Fixed Rate Revenue Bond		11/1/2027
2018A	<u>\$ 19,615,000</u>	<u>\$ 12,275,000</u>	Fixed Rate Revenue Bond		11/1/2028
	<u>\$ 90,105,000</u>	<u>\$ 65,265,000</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	0.68%
	Notional Amount	Counterparty	FMV	Receive Rate	Fixed Rate
Swap	\$33,300,000	Wells Fargo Bank, N.A.	(\$6,544,412)	0.244%	3.283%

Current Status of District's Investment Portfolio (March 31 2021):

Fair Market Value	Security Type	Yield
\$ 2,224,334.59	Money Market	0.03%
7,375,774.33	LAIF	0.36%
2,237,045.58	Asset-Backed Securities	1.76%
3,355,749.84	Certificates of Deposit	2.02%
5,803,865.76	Corporate Notes	2.21%
8,152,951.22	Federal Agency Securities Bonds/Notes	0.55%
670,142.94	Federal Agency Collateralized Mortgage Obligation	2.36%
1,687,547.70	Municipal Obligations	1.01%
1,579,624.80	Supra-National Agency Bond	1.86%
16,174,442.25	Treasury Bonds/Notes	1.64%
\$ 49,261,479.01		1.29%



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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 05/31/2014 2.000% 05/31/2021	912828WN6	300,000.00	AA+	Aaa	09/01/16	09/02/16	310,781.25	1.22	2,010.99	300,373.48	300,937.50
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	375,000.00	AA+	Aaa	07/06/17	07/11/17	377,270.51	1.85	652.17	375,228.25	378,046.88
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	2,493.10	473,418.61	478,339.82
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	570,000.00	AA+	Aaa	08/30/17	08/31/17	561,004.69	1.64	2,991.71	568,741.13	574,007.78
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	135,000.00	AA+	Aaa	01/03/18	01/04/18	133,286.13	2.18	1,062.85	134,571.80	137,594.54
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	7,479.28	941,774.38	968,257.86
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	8,266.57	1,041,235.96	1,070,179.74
US TREASURY NOTES DTD 08/15/2012 1.625% 08/15/2022	912828TJ9	500,000.00	AA+	Aaa	09/05/18	09/07/18	479,023.44	2.76	1,010.01	492,691.75	510,312.50
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	25,000.00	AA+	Aaa	01/07/19	01/10/19	24,639.65	2.51	133.55	24,841.31	25,859.38
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	7,345.04	1,365,255.63	1,422,265.62
US TREASURY NOTES DTD 05/31/2016 1.625% 05/31/2023	912828R69	300,000.00	AA+	Aaa	06/03/19	06/07/19	297,644.53	1.83	1,633.93	298,720.21	309,187.50
US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023	912828T91	650,000.00	AA+	Aaa	07/01/19	07/03/19	645,708.98	1.78	4,435.08	647,440.59	672,953.13
US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023	912828T91	2,050,000.00	AA+	Aaa	10/02/19	10/04/19	2,061,771.48	1.48	13,987.57	2,057,460.02	2,122,390.62
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	375,000.00	AA+	Aaa	02/03/20	02/07/20	385,180.66	1.36	1,885.36	382,522.91	393,984.38



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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 06/30/2017 2.000% 06/30/2024	912828XX3	475,000.00	AA+	Aaa	03/02/20	03/06/20	498,137.70	0.85	2,388.12	492,400.96	499,046.87
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	650,000.00	AA+	Aaa	11/01/19	11/06/19	663,152.34	1.55	3,267.96	659,186.50	682,906.25
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	925,000.00	AA+	Aaa	01/02/20	01/07/20	938,622.07	1.66	4,650.55	934,875.17	971,828.12
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	1,925,000.00	AA+	Aaa	12/02/19	12/05/19	1,953,875.00	1.66	9,678.18	1,945,518.72	2,022,453.13
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	550,000.00	AA+	Aaa	08/05/20	08/07/20	587,855.47	0.18	2,419.54	582,272.55	573,718.75
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	975,000.00	AA+	Aaa	06/03/20	06/05/20	1,036,356.45	0.36	4,289.19	1,025,334.33	1,017,046.88
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	1,000,000.00	AA+	Aaa	07/01/20	07/06/20	1,065,312.50	0.28	4,399.17	1,054,593.12	1,043,125.00
Security Type Sub-Total		15,630,000.00					15,775,450.00	1.64	86,479.92	15,798,457.38	16,174,442.25
Supra-National Agency Bond / Note											
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	2,657.81	224,991.87	225,205.65
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	3,895.83	749,818.72	755,934.75
INTL BK RECON & DEVELOP CORPORATE NOTES DTD 11/24/2020 0.250% 11/24/2023	459058JM6	600,000.00	AAA	Aaa	11/17/20	11/24/20	598,710.00	0.32	529.17	598,860.79	598,484.40
Security Type Sub-Total		1,575,000.00					1,571,460.00	1.86	7,082.81	1,573,671.38	1,579,624.80
Municipal Bond / Note											



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Municipal Bond / Note											
CA ST EARTHQUAKE AUTH TXBL REV BONDS DTD 11/24/2020 1.477% 07/01/2023	13017HAK2	85,000.00	NR	NR	11/13/20	11/24/20	85,000.00	1.48	313.86	85,000.00	87,193.85
CHAFFEY UHSD, CA TXBL GO BONDS DTD 12/05/2019 2.101% 08/01/2024	157411TK5	100,000.00	AA-	Aa1	11/06/19	12/05/19	100,000.00	2.10	350.17	100,000.00	104,109.00
SAN JUAN USD, CA TXBL GO BONDS DTD 10/29/2020 0.702% 08/01/2024	798306WN2	200,000.00	NR	Aa2	10/16/20	10/29/20	200,000.00	0.70	234.00	200,000.00	198,226.00
NY ST URBAN DEV CORP TXBL REV BONDS DTD 12/23/2020 0.870% 03/15/2025	650036DT0	425,000.00	AA+	NR	12/16/20	12/23/20	425,000.00	0.87	164.33	425,000.00	423,635.75
UNIV OF CAL TXBL REV BONDS DTD 07/16/2020 0.883% 05/15/2025	91412HGE7	100,000.00	AA	Aa2	07/10/20	07/16/20	100,000.00	0.88	333.58	100,000.00	99,887.00
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	75,000.00	AA	Aa3	09/03/20	09/16/20	75,530.25	1.11	235.87	75,470.52	75,585.75
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	105,000.00	AA	Aa3	09/03/20	09/16/20	105,696.15	1.12	330.22	105,617.74	105,820.05
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	200,000.00	AA	Aa3	09/03/20	09/16/20	200,000.00	1.26	629.00	200,000.00	201,562.00
MN ST TXBL GO BONDS DTD 08/25/2020 0.630% 08/01/2025	60412AVJ9	130,000.00	AAA	Aa1	08/11/20	08/25/20	130,000.00	0.63	136.50	130,000.00	129,452.70
LOS ANGELES CCD, CA TXBL GO BONDS DTD 11/10/2020 0.773% 08/01/2025	54438CYK2	175,000.00	AA+	Aaa	10/30/20	11/10/20	175,000.00	0.77	225.46	175,000.00	172,963.00
NJ TURNPIKE AUTHORITY TXBL REV BONDS DTD 02/04/2021 1.047% 01/01/2026	646140DP5	90,000.00	A+	A2	01/22/21	02/04/21	90,000.00	1.05	149.20	90,000.00	89,112.60
Security Type Sub-Total		1,685,000.00					1,686,226.40	1.01	3,102.19	1,686,088.26	1,687,547.70
Federal Agency Collateralized Mortgage Obligation											
FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	33,144.15	AA+	Aaa	04/11/18	04/30/18	33,803.42	2.93	98.33	33,226.83	33,144.15



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Federal Agency Collateralized Mortgage Obligation											
FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	198,847.41	AA+	Aaa	04/04/18	04/09/18	200,540.73	2.88	512.03	199,371.00	204,179.94
FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	27,282.50	AA+	Aaa	12/07/18	12/17/18	27,282.42	3.20	72.82	27,282.46	27,865.45
FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FO3V3	106,808.30	AA+	Aaa	11/20/19	11/26/19	106,805.72	2.09	186.20	106,806.48	109,133.24
FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	275,000.00	AA+	Aaa	03/19/20	03/25/20	288,621.09	1.95	701.71	285,661.37	295,820.16
Security Type Sub-Total		641,082.36					657,053.38	2.36	1,571.09	652,348.14	670,142.94
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	2,346.09	974,662.13	978,039.08
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	198.61	129,966.35	130,592.54
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	641.67	419,871.31	421,914.36
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	1,200,000.00	AA+	Aaa	08/19/20	08/21/20	1,198,776.00	0.28	308.33	1,199,024.59	1,199,986.80
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	365,000.00	AA+	Aaa	09/02/20	09/04/20	365,066.65	0.24	58.30	365,053.97	364,818.96
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	485,000.00	AA+	Aaa	09/02/20	09/04/20	484,839.95	0.26	77.46	484,870.39	484,759.44
FREDDIE MAC NOTES DTD 10/16/2020 0.125% 10/16/2023	3137EAEY1	415,000.00	AA+	Aaa	10/14/20	10/16/20	413,452.05	0.25	237.76	413,688.13	413,367.39
FREDDIE MAC NOTES DTD 11/05/2020 0.250% 11/06/2023	3137EAEZ8	450,000.00	AA+	Aaa	11/03/20	11/05/20	449,595.00	0.28	456.26	449,649.32	449,529.30
FANNIE MAE NOTES DTD 11/25/2020 0.250% 11/27/2023	3135G06H1	400,000.00	AA+	Aaa	11/23/20	11/25/20	399,544.00	0.29	350.00	399,596.79	399,572.00



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Federal Agency Bond / Note											
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	400,000.00	AA+	Aaa	12/02/20	12/04/20	399,604.00	0.28	325.00	399,646.67	399,569.20
FEDERAL HOME LOAN BANK NOTES DTD 04/16/2020 0.500% 04/14/2025	3130AJHU6	450,000.00	AA+	Aaa	04/15/20	04/16/20	447,768.00	0.60	1,043.75	448,196.29	446,787.45
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	450,000.00	AA+	Aaa	04/22/20	04/24/20	449,073.00	0.67	1,242.19	449,246.81	449,197.65
FREDDIE MAC NOTES DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	500,000.00	AA+	Aaa	07/21/20	07/23/20	497,510.00	0.48	364.58	497,854.01	491,450.50
FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	450,000.00	AA+	Aaa	08/25/20	08/27/20	447,894.00	0.47	168.75	448,144.55	442,332.00
FEDERAL HOME LOAN BANK NOTES DTD 09/11/2020 0.375% 09/04/2025	3130AK5E2	200,000.00	AA+	Aaa	09/10/20	09/11/20	199,400.00	0.44	56.25	199,466.63	196,315.20
FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	450,000.00	AA+	Aaa	09/23/20	09/25/20	448,645.50	0.44	37.50	448,785.11	442,003.05
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	450,000.00	AA+	Aaa	11/09/20	11/12/20	448,389.00	0.57	868.75	448,512.86	442,716.30
Security Type Sub-Total		8,190,000.00					8,166,482.45	0.55	8,781.25	8,176,235.91	8,152,951.22

Corporate Note											
AMERICAN EXPRESS CREDIT (CALLED, OMD 05/05/2016 2.250% 04/05/2021)	0258M0EB1	225,000.00	A-	A2	05/25/16	05/31/16	224,478.00	2.30	2,053.13	224,998.82	225,006.75
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	2,075.00	224,999.51	225,114.30
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	1,756.67	149,995.86	150,484.50
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	786.50	109,987.68	110,212.85



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Corporate Note											
CHARLES SCHWAB (CALLABLE) 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	2,934.03	249,999.66	250,525.00
PACCAR FINANCIAL CORP NOTE DTD 03/01/2019 2.850% 03/01/2022	69371RP75	150,000.00	A+	A1	02/22/19	03/01/19	149,868.00	2.88	356.25	149,959.77	153,551.55
JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	675,000.00	A-	A2	03/15/19	03/22/19	675,000.00	3.21	10,823.63	675,000.00	692,769.38
CATERPILLAR FINL SERVICE CORPORATE NOTES DTD 07/08/2020 0.650% 07/07/2023	14913R2D8	300,000.00	A	A3	07/06/20	07/08/20	299,832.00	0.67	455.00	299,873.00	300,870.00
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 08/14/2020 0.500% 08/14/2023	89236THF5	250,000.00	A+	A1	08/11/20	08/14/20	249,807.50	0.53	163.19	249,847.93	250,258.50
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 10/09/2020 0.400% 10/10/2023	24422EVJ5	100,000.00	A	A2	10/06/20	10/09/20	99,884.00	0.44	191.11	99,902.42	100,038.00
PNC BANK NA CORP NOTES DTD 01/23/2019 3.500% 01/23/2024	693475AV7	380,000.00	A-	A3	02/12/19	02/15/19	382,705.60	3.34	2,512.22	381,541.13	409,989.60
CHARLES SCHWAB CORP NOTES (CALLABLE) DTD 03/18/2021 0.750% 03/18/2024	808513BN4	135,000.00	A	A2	03/16/21	03/18/21	134,932.50	0.77	36.56	134,933.36	135,669.87
MORGAN STANLEY CORP NOTES DTD 04/28/2014 3.875% 04/29/2024	61746BDO6	375,000.00	BBB+	A1	07/19/19	07/23/19	396,483.75	2.59	6,135.42	388,862.08	408,275.25
AMERICAN HONDA FINANCE CORP NOTE DTD 06/27/2019 2.400% 06/27/2024	02665WCZ2	375,000.00	A-	A3	07/11/19	07/15/19	373,140.00	2.51	2,350.00	373,783.65	393,178.13
GOLDMAN SACHS GROUP INC BONDS DTD 07/08/2014 3.850% 07/08/2024	38141EC23	375,000.00	BBB+	A2	07/08/19	07/11/19	392,467.50	2.84	3,328.65	386,434.32	406,678.50
BB&T CORPORATION CORP BONDS DTD 07/29/2019 2.500% 08/01/2024	05531FBH5	400,000.00	A-	A3	08/01/19	08/05/19	400,664.00	2.46	1,666.67	400,443.64	421,212.80



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Corporate Note											
WALT DISNEY COMPANY/THE DTD 09/06/2019 1.750% 08/30/2024	254687FK7	400,000.00	BBB+	A2	09/03/19	09/06/19	398,368.00	1.84	602.78	398,881.81	412,936.00
BANK OF NY MELLON CORP DTD 10/24/2019 2.100% 10/24/2024	06406RAL1	150,000.00	A	A1	01/21/20	01/28/20	150,660.00	2.00	1,373.75	150,496.43	157,934.40
CITIGROUP INC CORP NOTES DTD 04/27/2015 3.300% 04/27/2025	172967JP7	275,000.00	BBB+	A3	08/28/20	09/01/20	305,236.25	0.88	3,882.08	301,463.39	295,775.98
BANK OF AMERICA CORP NOTES DTD 07/30/2015 3.875% 08/01/2025	06051GFS3	275,000.00	A-	A2	08/18/20	08/20/20	314,011.50	0.93	1,776.04	309,175.54	303,384.40
Security Type Sub-Total		5,575,000.00					5,681,915.10	2.21	45,258.68	5,660,580.00	5,803,865.76
Certificate of Deposit											
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	650,000.00	A-1+	P-1	06/07/18	06/08/18	650,000.00	3.24	6,669.00	650,000.00	653,798.60
SOCIETE GENERALE NY CERT DEPOS DTD 02/19/2020 1.800% 02/14/2022	83369XDL9	400,000.00	A-1	P-1	02/14/20	02/19/20	400,000.00	1.80	940.00	400,000.00	404,684.00
MUFG BANK LTD/NY CERT DEPOS DTD 02/28/2019 2.980% 02/25/2022	55379WZU3	375,000.00	A-1	P-1	02/27/19	02/28/19	375,000.00	2.96	1,055.42	375,000.00	384,607.88
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	380,000.00	A	A1	07/10/20	07/14/20	380,000.00	0.70	613.28	380,000.00	382,119.26
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	400,000.00	AA-	Aa3	08/27/19	08/29/19	400,000.00	1.84	698.89	400,000.00	409,274.80
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	400,000.00	A+	Aa2	08/29/19	09/03/19	400,000.00	1.85	702.67	400,000.00	409,330.80
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	400,000.00	AA-	Aa2	12/04/19	12/06/19	400,000.00	2.03	2,720.00	400,000.00	411,982.80
CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	300,000.00	A+	Aa3	03/19/21	03/23/21	300,000.00	0.59	44.25	300,000.00	299,951.70
Security Type Sub-Total		3,305,000.00					3,305,000.00	2.02	13,443.51	3,305,000.00	3,355,749.84



Managed Account Detail of Securities Held

For the Month Ending **March 31, 2021**

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
Asset-Backed Security											
TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	100,793.82	AAA	Aaa	05/09/18	05/16/18	100,792.31	2.96	132.60	100,793.31	101,541.63
ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	100,229.51	AAA	Aaa	06/19/18	06/27/18	100,222.65	3.00	133.64	100,226.81	100,842.69
HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	167,843.29	AAA	Aaa	11/20/18	11/28/18	167,818.21	3.16	235.73	167,832.42	170,130.62
NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	226,667.45	AAA	Aaa	12/04/18	12/12/18	226,624.01	3.22	324.39	226,646.21	230,135.85
VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	200,000.00	AAA	Aaa	01/21/20	01/29/20	199,976.58	1.85	113.06	199,982.71	203,926.00
COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	AAA	NR	08/28/19	09/05/19	799,798.56	1.73	611.56	799,862.58	815,767.20
VWALT 2020-A A4 DTD 12/03/2020 0.450% 07/21/2025	92868VAD1	265,000.00	AAA	NR	11/24/20	12/03/20	264,945.20	0.45	36.44	264,949.06	264,897.42
CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	150,000.00	AAA	NR	10/14/20	10/21/20	149,966.99	0.50	33.33	149,970.03	150,167.22
GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	135,000.00	AAA	NR	10/06/20	10/14/20	134,971.15	0.38	21.38	134,973.91	134,866.58
CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	65,000.00	AAA	NR	01/20/21	01/27/21	64,987.16	0.34	9.82	64,987.62	64,770.37
Security Type Sub-Total		2,210,534.07					2,210,102.82	1.76	1,651.95	2,210,224.66	2,237,045.58
Managed Account Sub-Total		38,811,616.43					39,053,690.15	1.53	167,371.40	39,062,605.73	39,661,370.09
Securities Sub-Total		\$38,811,616.43					\$39,053,690.15	1.53%	\$167,371.40	\$39,062,605.73	\$39,661,370.09
Accrued Interest											\$167,371.40
Total Investments											\$39,828,741.49

**Directors Compensation and Expense Accounting
Fourth Quarter, 2020**

Sacramento Suburban Water District
Board of Directors Meetings Attended (1)
Pay Rate per Diem is \$100.00
4th Quarter 2020

Director Thomas:

09/25/2020 Meeting with GM
09/28/2020 AD Hoc Water Banking and Transfer
10/08/2020 Sacramento Groundwater Authority
10/14/2020 Water Forum
10/15/2020 Meeting with GM
10/19/2020 SSWD Regular Board Meeting
10/22/2020 Meeting with GM
10/27/2020 Facilities and Operations Committee Meeting
10/28/2020 San Juan Water District Board Meeting
11/03/2020 Del Paso Water District Board Meeting
11/12/2020 Regional Water Authority
11/13/2020 Meeting with GM
12/11/2020 Meeting with Director Locke
12/19/2020 Meeting with GM
12/17/2020 Webinar California's Drought
12/18/2020 Webinar Folsom's Pinhole Problem
12/21/2020 SSWD Regular Board Meeting
12/22/2020 Meeting with GM
12/23/2020 Meeting with GM

Director Jones:

10/08/2020 Sacramento Groundwater Authority
10/12/2020 SSWD Board Workshop
10/19/2020 SSWD Regular Board Meeting
10/26/2020 Meeting with Director Locke GM Review
10/27/2020 Facilities and Operations Committee Meeting
10/28/2020 AWWA Fall Conference (Virtual)
10/29/2020 AWWA Fall Conference (Virtual)
12/09/2020 Facilities & Operations Committee
12/10/2020 Sacramento Groundwater Authority
12/21/2020 SSWD Regular Board Meeting

Director Wichert: - No Pay Verbal Report

Director McPherson:

No Pay Verbal Report

Director Locke:

10/07/2020 Meeting with GM to review Board Package
10/08/2020 SGA Meeting
10/12/2020 SSWD Board Workshop
10/13/2020 Leadership Training
10/14/2020 Water Forum
10/15/2020 NACWA Celebrate California Event
10/19/2020 SSWD Regular Board Meeting
10/20/2020 Water Leadership Training
10/21/2020 Cal EPA Water Sector Safety Power Shutoff Webinar
10/26/2020 Meeting with Director Jones for GM Review
11/10/2020 AWWA/SWAN Virtual Smart Water Symposium
11/11/2020 AWWA/SWAN Virtual Smart Water Symposium
11/12/2020 Regional Water Authority
11/16/2020 SSWD Board Meeting
11/17/2020 Intro to Water Meta Data
11/18/2020 EPA's Small Drinking Water Systems Webinar
11/23/2020 Meeting with Director Jones regarding GM Review
11/24/2020 SSWD Special Board Meeting
12/01/2020 Del Paso Manor Water District Board Meeting
12/02/2020 League of CA Cities Engineering Solutions to COVID
12/08/2020 ACWA Groundwater
12/09/2020 Webinar Creating the Water Workforce of the Future
12/10/2020 ACWA Membership Meeting
12/11/2020 Meeting with Board President to regarding GM Review
12/14/2020 RWA Executive Committee Special Meeting
12/15/2020 SSWD Special Meeting
12/16/2020 San Juan Water District Board Meeting
12/18/2020 Webinar Folsom's Pinhole Problem
12/21/2020 SSWD Regular Board Meeting

(1) Meetings attended during the current month as reported by individual directors.

This report meets the reporting requirements of Government Code section 53065.5. This information will be included with the agenda materials for each regular monthly Board of Directors meeting.

DRAFT

**Directors Expense Report
Calendar Year 2020
Current Quarter**

Event/Purpose	Jones	Locke	McPherson	Thomas	Wichert	Total
Local Meeting Mileage						-
Reimbursed by District						
Local Meeting Expenses						
Reimbursed by District						
Paid Directly by District						
Conferences						
Reimbursed by District						-
Paid Directly by District						-
Total	-	-	-	-	-	-

**Directors Expense Report
2020 Year to Date**

Event/Purpose	Jones	Locke	McPherson	Thomas	Wichert	Total
Local Meeting Mileage						-
Reimbursed by District						-
Local Meeting Expenses						-
Reimbursed by District		36.23				36.23
Paid Directly by District						-
Conferences						-
Reimbursed by District		4,363.20				4,363.20
Paid Directly by District	3,385.80	35.00				3,420.80
Refunded by Director *		(1,745.00)				(1,745.00)
Refunded Directly by Vendor *	(3,304.00)	(35.00)				(3,339.00)
Total	81.80	2,654.43	-	-	-	2,736.23

This report meets the reporting requirements of Government Code sections 53065.5 and 53232.3 and is in conformance with District Policy. Per section 300.10 of the Director's Compensation and Expense Reimbursement Policy (PL-BOD003), a Director's total annual reimburseable expenses, excluding registration fees, may not exceed \$4,000.00.

* Meeting and Conference costs were refunded due to cancellation because of COVID-19.



Agenda Item: X

Date: April 19, 2021

Subject: Financial Report

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

COVID-19 Financial Update:

Calendar year 2021 budget has factored in 6 months of COVID-19 related revenue reductions and expenses. The allowance for doubtful accounts has been increased \$500,000 to reflect potential uncollectable amounts from 2020 deferred payments related to Executive Order 20-42. As of March 31, 2021, there are approximately 1,550 accounts that would move to the collections two-day notice (Shut-off). The amount in receivables related to these 1,550 accounts is \$912,985. Staff will continue to monitor and report the financial effects of the COVID-19 pandemic. The following table lists historical customer delinquency balances as of the end of each month listed.

Month	Accounts	Amount	Month to Month Change
March 2021	1,550	\$ 912,985	
April 2021	1,487	858,633	-63: -54,352

Summary:

This staff report contains summarized information on the District's financial condition for the period ended February 28, 2021. More detailed information can be found in the following attached financial reports:

- Financial Statements – February 2021
- Budget to Actual Reports – February 2021
- Information Required by LOC Agreement – February 2021

Financial Highlights – February 2021

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

Statements of Net Position

	<u>Year-To-Date</u> <u>2/28/2021</u>	<u>Year-To-Date</u> <u>2/28/2020</u>
Liquidity:		
Cash and cash equivalents	\$12,644,482	\$4,581,604
Reserves:		
Investments	40,567,485	39,117,060
Customer Balances:		
Accounts Receivable	2,960,103	2,140,301
Capital Assets:		
Property, plant and equipment	504,928,343	493,926,580
Accumulated depreciation	(201,517,498)	(191,471,038)
Property, plant and equipment; net	303,410,845	303,326,006
Liabilities:		
Long Term Debt	(70,740,340)	(76,171,463)
Net Position:		
Net Position	273,964,323	260,243,499

Statements of Revenues, Expenses and Changes in Net Position

	<u>Year-To-Date</u> <u>2/28/2021</u>	<u>Year-To-Date</u> <u>2/28/2020</u>
Income and Expense:		
Operating Revenue	6,723,498	6,507,481
Operating Expense	(2,197,093)	(2,554,042)
Other, Net	(2,666,725)	(1,938,630)
Change in Net Position	<u>\$1,859,680</u>	<u>\$2,014,808</u>

Key information from this report indicates the District's cash balance is \$8.0 million more and investments are \$2.1 million more than on February 29, 2020; long term debt has decreased by \$5.4 million; and net position has increased by \$13.9 million in the last 12 months as the District continues to invest in capital infrastructure replacements while decreasing its outstanding debt. With the Governor of California's Executive Order 20-42 suspending the disconnection of water service for non-payment for residential and certain commercial customers, the District is closely monitoring payment activity and accounts receivable balances. Accounts receivable have increased \$0.8 million year to date compared to the same period last year. Operating revenues increased \$0.2 million while operating expenses decreased \$0.4 million year to date compared to the same period a year ago.

Budgets:

Budget Item	Actual Amount	Budget Amount	Variance
Revenues and Sources of Funds	\$ 6,913,030	\$ 6,857,350	\$ 55,680
Operations and Maintenance	2,197,093	3,862,097	1,665,004
Capital	953,569	3,521,040	2,567,471
Debt Service	263,957	427,775	163,817

The District's operating and maintenance expenditures through February 2021 came in less than the approved budget by \$1.7 million. Most of this positive variance is due to: 1) water cost savings from not purchasing PCWA surface water due to PCWA surface water unavailability (\$0.6 million) and 2) timing differences.

Operating Capital Program (OCP) expenditures in February 2021 were \$0.2 million. The 2021 budget for the year is \$1.9 million plus \$0.1 million in roll-over funds from 2020 budget for a total of \$2.0 million.

The District's Capital Improvement Program (CIP) budget for 2021 is \$17.1 million plus \$4.0 million in roll-over funds from 2020 budget for a total of \$21.1 million. For 2021, \$0.8 million has been spent while an additional \$8.4 million is under commitment. Expenditures continue to be primarily in new well construction, distribution system replacements, well rehabilitation, meter retrofit, and meter reading system projects.

The District's Debt budget for 2021 is \$7.x million consisting of \$5.0 million for principal payments and \$2.x million for interest. 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 the first two months of 2021, the District has incurred interest expense of \$263,957 versus a forecast of \$427,775, or a \$163,817 positive variance. The last reset for the week of February 28 saw rates at 0.02% compared to 1.23%, the pre-pandemic level in the municipal VRDO market.

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.

	Actual Year-To-Date 2/28/2021	Budget Year-To-Date 2/28/2021
Revenues	6,913,029	6,857,350
Expenses	2,191,793	3,862,097
Net Revenue	4,721,236	2,995,253

The estimated total debt service payments for the next 6 months is \$1,104,019.

Financial Statements
DRAFT - February 28, 2021

**Sacramento Suburban Water District
Balance Sheet**

As Of

	<u>Month End</u> <u>2/28/2021</u>	<u>Year End</u> <u>12/31/2020</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$12,644,482.17	\$8,442,657.93
Restricted Cash and cash equivalents	39.69	39.69
Accounts receivable, net of allowance for uncollectible accounts	2,960,102.94	3,308,831.98
Interest receivable	137,979.70	133,920.34
Grants receivables	7,296.94	7,296.94
Other receivables	60,697.50	1,309,442.20
Inventory	665,738.59	763,599.95
Prepaid expenses and other assets	648,280.45	829,833.39
TOTAL CURRENT ASSETS	\$17,124,617.98	14,795,622.42
NONCURRENT ASSETS		
Investments	40,567,484.90	41,212,045.33
TOTAL NONCURRENT ASSETS	40,567,484.90	41,212,045.33
Property, plant and equipment	504,928,342.51	503,966,119.11
Accumulated depreciation	(201,517,498.00)	(199,117,498.00)
TOTAL CAPITAL ASSETS	303,410,844.51	304,848,621.11
TOTAL ASSETS	361,102,947.39	360,856,288.86
DEFERRED OUTFLOWS OF RESOURCES		
Deferred amount on long-term debt refunding	4,592,611.34	4,702,735.40
Deferred outflow of effective swaps	1,162,609.00	1,162,609.00
Pension contribution subsequent to measurement date	1,960,128.00	1,960,128.00
Other post-employment benefits	240,049.00	240,049.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	369,058,344.73	368,921,810.26
LIABILITIES		
CURRENT LIABILITIES		
Current portion of long-term debt and capital leases	4,965,000.00	4,965,000.00
Current portion of Compensated Absences	880,000.00	880,000.00
Accounts payable	372,358.07	1,920,986.96
Accrued interest	311,228.95	210,326.61
Deferred revenue and other liabilities	3,741,414.63	3,658,254.59
Accrued expenses	630,240.32	943,346.10
TOTAL CURRENT LIABILITIES	10,900,241.97	12,577,914.26
NONCURRENT LIABILITIES		
Long-term debt	65,775,340.10	65,874,532.40
Compensated absences	419,859.36	366,140.02
Net pension liability	10,600,173.00	10,600,173.00
Net other post-employment benefits liability	4,642,228.00	4,642,228.00
Fair value of interest rate swaps	1,162,609.00	1,162,609.00
TOTAL NONCURRENT LIABILITIES	82,600,209.46	82,645,682.42
TOTAL LIABILITIES	93,500,451.43	95,223,596.68
DEFERRED INFLOWS OF RESOURCES		
Employee pensions	481,215.00	481,215.00
Other post-employment benefits	1,112,355.00	1,112,355.00
NET POSITION		
Invested in capital assets, net of related debt	238,711,824.11	238,711,824.11
Restricted	39.69	39.69
Unrestricted	35,252,459.50	33,392,779.78
TOTAL NET POSITION	273,964,323.30	272,104,643.58
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	369,058,344.73	368,921,810.26

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

	Year-To-Date	Year-To-Date
	2/28/2021	2/29/2020
OPERATING REVENUES		
Water consumption sales	\$1,551,549.33	\$1,425,675.32
Water service charge	5,139,996.33	4,927,378.51
Wheeling water charge	624.23	30.00
Other charges for services	31,328.47	154,396.84
TOTAL OPERATING REVENUES	6,723,498.36	6,507,480.67
OPERATING EXPENSES		
Source of supply	50,405.39	205,521.04
Pumping	354,579.07	436,573.98
Transmission and distribution	506,741.18	638,764.06
Water conservation	61,322.79	59,612.25
Customer accounts	170,843.29	183,856.31
Administrative and general	1,053,201.55	1,029,714.40
TOTAL OPERATING EXPENSES	2,197,093.27	2,554,042.04
Operating income before depreciation	4,526,405.09	3,953,438.63
Depreciation and amortization	(2,400,000.00)	(2,287,221.25)
OPERATING INCOME	2,126,405.09	1,666,217.38
NON-OPERATING REV. (EXP.)		
Rental income	54,194.84	47,170.86
Interest and investment income	(73,623.01)	624,274.05
Interest expense and debt related costs	(274,889.20)	(347,692.05)
Other non-operating revenues	612.00	15,578.35
Other non-operating expenses	5,300.00	4.70
Gain(loss) on disposal of capital assets	21,680.00	9,255.00
NON-OPERATING REV. (EXP.)	(266,725.37)	348,590.91
NET INCOME (LOSS) BEFORE CAPITAL	1,859,679.72	2,014,808.29
CAPITAL CONTRIBUTIONS		
CHANGE IN NET POSITION	1,859,679.72	2,014,808.29
Net position at beginning of period	272,104,643.58	259,455,982.23
NET POSITION AT END OF PERIOD	273,964,323.30	261,470,790.52

**Budget to Actual Reports
February 2021**

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

	2021 YTD		
	Actual	Budget	Variance
BUDGETED OPERATING EXPENSES			
Board of Directors	\$3,417.37	\$8,652.04	\$5,234.67
Administrative	319,392.10	444,150.26	124,758.16
Finance	121,870.66	208,830.90	86,960.24
Customer Services	165,323.38	201,961.56	36,638.18
Field Operations	103,050.30	103,878.46	828.16
Production	324,291.66	1,314,337.52	990,045.86
Environmental Compliance	80,692.80	137,144.92	56,452.12
Distribution	304,196.81	390,178.04	85,981.23
Field Services	195,790.07	254,245.06	58,454.99
Maintenance	79,124.55	117,316.30	38,191.75
Water Conservation	61,322.79	66,146.44	4,823.65
Engineering	200,676.61	267,585.06	66,908.45
GIS/CAD	50,078.54	60,521.74	10,443.20
Human Resources	30,736.99	51,770.60	21,033.61
Information Technology	151,608.73	200,204.46	48,595.73
Community Outreach	5,519.91	35,174.00	29,654.09
TOTAL OPERATING EXPENSES	2,197,093.27	3,862,097.36	1,665,004.09

**SACRAMENTO SUBURBAN WATER DISTRICT
OPERATING CAPITAL BUDGET
2/28/2021**

Project Number	Project Name	2021 Original Budget	2021 Changes	2021 Amended Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year-To-Date	Committed Year- To-Date	Remaining Balance
SF20-485	OFF FURNITURE/WORKSTATIONS	\$ -	\$ -	\$ -	\$ 3,407.75	\$ 3,407.75	\$ -	\$ -	\$ -	\$ 3,407.75
SF20-493	BOARD ROOM WALL MAP	\$ -	-		4,000.00	4,000.00				\$ 4,000.00
SF21-500	PROPERTY ACQUISITION	\$ 700,000.00	(15,000.00)	\$ 685,000.00		685,000.00				\$ 685,000.00
SF21-501	UPDATE URBAN WTR MGMT PLAN	\$ 175,000.00		175,000.00		175,000.00			75,064.00	\$ 99,936.00
SF21-502	CALIBRATION HYDROLIC MODEL	\$ 130,000.00		130,000.00		130,000.00				\$ 130,000.00
SF21-503	DEV PIPELINE CA GUIDELINE	\$ 75,000.00		75,000.00		75,000.00				\$ 75,000.00
SF21-504	WATT/ELKH TREE REPL/IRRIGA MOD	\$ 55,500.00		55,500.00		55,500.00				\$ 55,500.00
SF21-505	FENCE REPL - 3 SITES	\$ 24,000.00		24,000.00		24,000.00				\$ 24,000.00
SF20-487	VEHICLE REPL - TRUCK# 46	\$ -		-	32,000.00	32,000.00	27,116.46	27,116.46	-	\$ 4,883.54
SF20-488	VEHICLE REPL - TRUCK# 49	\$ -		-	6,288.52	6,288.52	6,249.52	6,249.52	-	\$ 39.00
SF20-489	VEHICLE REPL - TRUCK# 54	\$ -		-	1,987.04	1,987.04	1,878.57	1,878.57	-	\$ 108.47
SF20-490	VEHICLE REPL - TRUCK# 56	\$ -		-	6,188.52	6,188.52	6,123.07	6,123.07	-	\$ 65.45
SF20-491	VEHICLE REPL - TRUCK# 4	\$ -		-	30,800.00	30,800.00	30,791.17	30,791.17	-	\$ 8.83
SF20-492	VEHICLE REPL - TRUCK# 16	\$ -		-	30,800.00	30,800.00	30,791.17	30,791.17	-	\$ 8.83
SF21-506	VEHICLE REPL-TRUCK# 9	\$ 32,500.00		32,500.00		32,500.00				\$ 32,500.00
SF21-507	VEHICLE REPL - TRUCK# 42	\$ 32,500.00		32,500.00		32,500.00				\$ 32,500.00
SF21-508	VEHICLE REPL - TRUCK# 50	\$ 47,000.00		47,000.00		47,000.00				\$ 47,000.00
SF21-509	VEHICLE REPL - TRUCK# 57	\$ 47,000.00		47,000.00		47,000.00				\$ 47,000.00
SF21-510	2020 JOHN DEERE 320G SKID STE	\$ 100,000.00		100,000.00		100,000.00				\$ 100,000.00
SF21-511	VACUUM TRAILER REPL-METER PM	\$ 51,000.00		51,000.00		51,000.00			50,830.00	\$ 170.00
SF21-512	IT - HARDWARE REFESH	\$ 166,500.00		166,500.00	27,197.32	193,697.32	50,091.49	50,091.49	40,174.82	\$ 103,431.01
SF21-513	IT - SOFTWARE UPGRADE/ENHANCE	\$ 125,000.00		125,000.00		125,000.00				\$ 125,000.00
SF21-514	MARCONI OFFICE IMPRV/CUS SERV	\$ 100,000.00	15,000.00	115,000.00		115,000.00				\$ 115,000.00
SF21-515	HVAC/ROOF/BUILDING REPAIRS	\$ 20,000.00		20,000.00		20,000.00	13,958.00	13,958.00	5,964.00	\$ 78.00
TOTAL		\$ 1,881,000.00	\$0.00	\$1,881,000.00	\$142,669.15	\$2,023,669.15	\$166,999.45	\$166,999.45	\$172,032.82 #	\$1,684,636.88

**Sacramento Suburban Water District
Capital Improvement Project Budget
2/28/2021**

Project No.	Project Name	2021 Original Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year- To-Date	Committed Year-To- Date	Remaining Balance
SC21-009	WELL REHAB/PUMP ST IMPROVEMENT	\$1,890,000.00	\$737,876.57	\$2,627,876.57	\$ 16,388.75	\$ 16,388.75	\$ 1,100,915.59	\$ 1,510,572.23
SC21-010	SCADA/COMMUNICATION IMPROVE	\$785,000.00	\$1,031,117.43	\$1,816,117.43	10,817.75	10,817.75	544,388.50	\$ 1,260,911.18
SC21-011	WELL DESTRUCTION/SITE DEMOLIT	\$152,000.00	\$81,697.28	\$233,697.28	2,856.10	4,348.10	205,128.68	\$ 24,220.50
SC21-012	WELL NEW CONSTRUCTION	\$4,620,000.00	\$965,531.71	\$5,585,531.71	24,146.75	24,146.75	3,679,627.72	\$ 1,881,757.24
SC21-018	DISTRIBUTION MAIN REPL/IMPROV	\$5,083,000.00	\$355,211.39	\$5,438,211.39	105,445.25	105,445.25	1,116,739.07	\$ 4,216,027.07
SC21-024	METER RETROFIT PROGRAM	\$2,000,000.00	\$88,078.56	\$2,088,078.56	-	-	1,307,657.01	\$ 780,421.55
SC21-034	RESERVIOR/TANK IMPROVEMENT	\$345,000.00	\$160,903.16	\$505,903.16	-	-	254,563.31	\$ 251,339.85
SC21-035	CORROSION CONTROL-TRAN MAIN	\$50,000.00	-	\$50,000.00	-	-	-	\$ 50,000.00
SC21-037	VALVE/HYDRANT/SERV REPL	\$300,000.00	-	\$300,000.00	34,435.34	34,435.34	73,890.23	\$ 191,674.43
SC21-038	LARGE METER REPLACEMENT	\$40,000.00	-	\$40,000.00	-	-	-	\$ 40,000.00
SC21-039	METER REPLACEMENT-PM	\$250,000.00	-	\$250,000.00	145.62	36,253.38	11,655.00	\$ 202,091.62
SC21-040	AMI ENDPOINTS	\$1,400,000.00	\$463,779.30	\$1,863,779.30	99,174.19	554,734.47	74,692.00	\$ 1,234,352.83
SC21-048	SPECIAL PROJECTS	\$5,000.00	\$77,042.17	\$82,042.17	-	-	567.50	\$ 81,474.67
SC21-049	WATER RELATED STREET IMPROV	\$200,000.00	\$50,000.00	\$250,000.00	-	-	73,860.00	\$ 176,140.00
		\$ 17,120,000.00	\$ 4,011,237.57	\$ 21,131,237.57	\$ 293,409.75	\$ 786,569.79	\$ 8,443,684.61	\$ 11,900,983.17

Information Required by LOC Agreement

**Sacramento Suburban Water District
Schedule of Net Revenues
As Of**

	Actual Year-To-Date 2/28/2021	Budget Year-To-Date 2/28/2021
REVENUES		
Water sales charges	\$6,723,498.36	\$6,617,018.00
Facility development charges		50,000.00
Interest and investment income	113,044.72	139,500.00
Rental & other income	76,486.84	50,832.00
TOTAL REVENUES	6,913,029.92	6,857,350.00
EXPENSES		
Source of supply	50,405.39	646,184.00
Pumping	354,579.07	805,298.44
Transmission and distribution	506,741.18	650,256.44
Water conservation	61,322.79	66,146.44
Customer accounts	170,843.29	237,135.56
Administrative and general	1,047,901.55	1,457,076.48
TOTAL EXPENSES	2,191,793.27	3,862,097.36
NET REVENUE	4,721,236.65	2,995,252.64

Sacramento Suburban Water District
6 - Months Debt Service Schedule
2/28/2021

Total SSWD Debt Service						
Month	Principal	Interest Adjustable/Fixed/Swap	Facility Fee	Remarketing	Debt Service	
Mar-21	\$ -	\$ 85,020.87	\$ 50,400.00	\$ 13,125.00	\$ 148,545.87	
Apr-21	-	551,864.25	-	-	551,864.25	
May-21	-	85,020.87	-	-	85,020.87	
June-21	-	85,020.87	50,400.00	13,125.00	148,545.87	
July-21	-	85,020.87	-	-	85,020.87	
August-21	-	85,020.87	-	-	85,020.87	

Series 2012A Fixed Rate Bonds (\$23,440,000.00)						
Month	Principal	Interest - Fixed 4.25%			Debt Service	
Mar-21	\$ -	\$ -	\$ -	\$ -	\$ -	
Apr-21	-	259,118.75	-	-	259,118.75	
May-21	-	-	-	-	-	
June-21	-	-	-	-	-	
July-21	-	-	-	-	-	
August-21	-	-	-	-	-	

Series 2009A Adjustable Rate COPs (\$42,000,000.00)						
Month	Principal	Interest, Adjustable 0.02%	Facility Fee 0.480%	Remarketing 0.125%	Debt Service	
Mar-21		\$ 700.00	\$ 50,400.00	\$ 13,125.00	\$ 64,225.00	
Apr-21		700.00			700.00	
May-21		700.00			700.00	
June-21		700.00	50,400.00	13,125.00	64,225.00	
July-21		700.00			700.00	
August-21		700.00			700.00	

Series 2018A Fixed Rate COPs (\$27,915,000)						
Month	Principal	Interest - Fixed 3.17%			Debt Service	
Mar-21	\$ -	\$ -	\$ -	\$ -	\$ -	
Apr-21	-	207,724.63	-	-	207,724.63	
May-21	-	-	-	-	-	
June-21	-	-	-	-	-	
July-21	-	-	-	-	-	
August-21	-	-	-	-	-	

2012 SWAP Interest, Net (\$33,000,000.00)						
Month	Principal	Interest, Swap Net 3.283%-(0.06441 +.18)%			Debt Service	
Mar-21		\$ 84,320.87	-	-	84,320.87	
Apr-21		\$ 84,320.87	-	-	84,320.87	
May-21		\$ 84,320.87	-	-	84,320.87	
June-21		\$ 84,320.87	-	-	84,320.87	
July-21		\$ 84,320.87	-	-	84,320.87	
August-21		\$ 84,320.87	-	-	84,320.87	

Sacramento Suburban Water District

Directors' Compensation and Expense Reimbursement Policy

Adopted: July 21, 2003

Approved with Changes: ~~February 24, 2020~~ July 19, 2021

100.00 Purpose of the Policy

This document sets forth the policy of the Sacramento Suburban Water District concerning Directors' compensation and the payment of actual and necessary expenses incurred in the performance of official duties and is intended to comply with the requirements of Government Code sections 53232 through 53232.4.

200.00 Directors' Compensation

200.10 Amount of Compensation

Each member of the Board of Directors of the District will be entitled to receive \$100 per day for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, as provided in article 200.20.

200.20 Types of Service for Which Compensation Will Be Provided

Applicable law (Government Code section 53232.1) permits the District to compensate Directors for each day's attendance at meetings of the Board, or for each day's service rendered as a Director, subject to a written policy adopted in a public meeting. A Director can be compensated for up to 10 days per calendar month of service in accordance with the Board's adoption of Ordinance No. 02-01. (Water Code section 20202.) The District encourages Directors to take advantage of opportunities to be informed concerning matters of interest to the District, and to inform others of the activities and interests of the District. The General Manager or his or her designee will provide to the Board on a monthly basis a list of meetings attended by each Director for which the Director ~~was~~ will be compensated under this policy. Directors will be compensated (for up to 10 days per calendar month) for attending the following types of meetings:

- a. Meetings of the Board of Directors of the District and the Board of Directors of the Sacramento Suburban Water District Financing Corporation;
- b. Meetings of Board-appointed committees, attended as a member of the committee;

- d. Meetings of other governmental entities, associations or duly-recognized committees on which the District is officially represented, attended by the liaison representative of the Board and/or the liaison representative alternate who has been appointed to represent the District on the governmental entity or committee (both liaison representative and liaison representative alternate should attend all meetings to be informed on the issues and therefore both will be compensated for attending those meetings);
- e. Conferences, seminars, workshops and other events held within the State of California, State of Nevada, and State of Washington D.C. that are sponsored by industry associations or nonprofit entities for the purpose of discussing relevant water and local government issues, including days while attending the conference, seminar, workshop or event, but excluding days in transit to or from the conference, seminar, workshop or event (attendance at conferences, seminars, workshops and events held outside the State of California, State of Nevada, and State of Washington D.C. will be approved by the Board of Directors on a case-by-case basis);
- f. Educational training, seminars, and courses designed to improve Directors' understanding of District business and their obligations as public officials, including ethics training mandated under Government Code section 53235(a) and harassment prevention training under Government Code section 12950.1;
- g. 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; and

In connection with business, educational and ceremonial events for which the District has prepaid for a Director's attendance, the Director shall attend such events. If the Director is unable to attend the pre-paid event, the Director shall immediately notify the District. If the District cannot obtain a refund of fees paid, then the District shall bill the Director for reimbursement for all amounts paid, unless the Director's failure to attend the event arises from circumstances beyond the control of the Director.

300.00 Reimbursement of Directors' Expenses

300.10 Policy and General Rules

The District encourages Directors to attend conferences, seminars and other meetings that require their participation or provide an opportunity to be informed concerning matters of interest to the District. Each Director is entitled to reimbursement for the amount of the reasonable and prudent expenditures (i.e., registration fees, travel, meals, lodging, and other actual and necessary expenses) incurred in the performance of his or her official duties. When a Director pre-pays expenses (e.g. registration,

airfare, hotel), the Director may submit such items for expense reimbursement prior to the meeting occurrence as described in article 300.20.

A Director may use his or her personal funds for meeting registration. The District will reimburse the Director for the actual amount of the registration, if properly reported and documented in accordance with article 300.40. If requested, staff will register a Director for qualifying meetings as described in article 200.20.

The District's annual budget will set an appropriate level of funding for payment of Directors' expenses. A Director will not be entitled to receive in excess of \$7,500 per fiscal year for reimbursable expenses, exclusive of registration fees, unless the Board of Directors preapproves a Director's request to increase this amount for the applicable fiscal year. A maximum of five paid meeting days per conference will be allowed with the following exception: ancillary programs that are not a part of the main conference (e.g. ACWA/JPIA meetings). The General Manager or his or her designee will be responsible for ensuring that the budgeted amount is not exceeded without prior approval of the Board.

Any exceptions for expenses that do not come within the District's expense reimbursement policy must be approved by the Board in a public meeting. (Government Code, §53232.2, subd. (f).) Any question concerning the propriety of a particular expense should be resolved by the Board.

300.20 Reimbursable Expenses

Directors' direct expenses for attendance at meetings and events authorized by this policy, including registration fees, reasonable travel, lodging, and meal costs, and other actual necessary expenses, will be paid by the District in accordance with the guidelines and per diem rates for an accountable expense reimbursement plan as defined in the United States Internal Revenue Service's Publication 463 ("Travel, Entertainment, Gift and Car Expenses") and federal per diem rates published by the General Services Administration (GSA). A copy of these documents can be obtained from the Finance Director.

The following expenses are authorized business-related expenditures:

- a. **Personal Vehicle Mileage.** A Director will be reimbursed for actual vehicle travel miles at the rate authorized under the IRS Publications for all meetings attended and services provided as defined in article 200.20, Director's Compensation, above. A Director will be considered to have accounted for personal vehicle expenses by indicating the actual miles traveled, the business purpose of the travel, and the date of travel on the approved District expense reimbursement form and submitted in accordance with article 300.40. The District will not reimburse Directors for any other personal vehicle expenses.

- b. **Hotel Expenses.** A Director will be reimbursed for lodging expenses incurred in accordance with this Policy when a Director attends conferences, seminars or meetings, if the Director stays at the hotel or other lodging listed in the event's registration materials at the group rate obtained for the event. If a Director travels on District business for which no hotel is designated or is unable to book lodging at a specified conference rate, he or she will be reimbursed at the per diem hotel rate published by the GSA for the city in which the hotel is located.
- c. **Meals.** A Director may be reimbursed for the cost of meals while attending authorized conferences, seminars or meetings away from the District based on the per meal rate published by the GSA. A Director may either (a) report meals at the GSA per diem rate or (b) use the Director's personal funds to pay for meals, in which case the District will reimburse the Director for actual charges, but only up to the maximum per diem meal rates published by the GSA. If a Director is not traveling for a full day, defined as from 12:01 a.m. to 12:00 Midnight, the per diem meal/incidental allowance will be prorated according to the actual hours of travel unless a Director uses his or her personal funds to pay for meals, in which case the District will reimburse the Director for actual charges for meals incurred while traveling, but only up to the maximum per diem meal rate published by the GSA. If the District pre-pays the cost of one or more meals with a meeting, function or conference registration, a Director must attend the prepaid meals. If a Director fails to attend a pre-paid meal, a Director may not submit a claim for reimbursement for an alternative meal taken in lieu of the pre-paid meal.
- d. **Incidental Allowance.** Tips for meals will be reimbursed up to a maximum of 20% of the cost of the reimbursable portion of any meal in accordance with the tip shown on the receipt attached to an expense reporting form. The District will reimburse a Director for tips actually given to cabbies, baggage porters, bellhops and hotel housekeepers that are reasonable and customary for the area. A Director may be reimbursed for toll charges and parking fees up to the actual amount expended.
- e. **Common Carrier Travel.** When personal vehicle use for District business is impractical due to time and/or distance, a Director may use regularly-scheduled commercial carriers for travel. Consistent with scheduling needs and the most-direct route, a Director traveling by plane, train, rental vehicle, bus, taxi, or ride share will travel by the least-expensive fare actually available for the date and time of the travel. When possible, travel should be planned in advance to permit use of advance fares. Long-term parking must be used at airports for travel exceeding 24 hours. The District will reimburse the Director for the actual amount of the fare and related, necessary expenses (e.g., baggage fees), if properly reported in accordance with article 300.30.

- f. Telephone/Fax/Cellular/Internet. A Director will be reimbursed for actual telephone, fax and reasonable internet expenses incurred for District business. Telephone bills should identify which calls were made for District business. For cellular calls when the Director has a particular number of minutes included in the Director's plan, the Director can identify the percentage of calls made for District business.

300.30 Types of Expenses for Which Reimbursement Will Not Be Provided

Director expenses that are not deemed to be reimbursable business expenses may include, but are not limited to:

- a. Barber and/or beauty shop charges
- b. Fines for traffic or parking violations
- c. Expenses of any person accompanying a Director on a District-approved trip or event
- d. Personal telephone calls
- e. Fitness/Health Facility or Massages
- f. Alcoholic beverages
- g. Entertainment expenses (movies, sporting events, etc.)
- h. Non-Mileage vehicle expenses
- i. Charitable contributions

300.40 Expense Reporting Procedures

In order to be reimbursed for any expense authorized under this Policy, within 60 days of incurring the expense, a Director must fill out and sign a District-provided expense report form available from the Finance Department. The expense report form is designed to ensure that Directors' expense reimbursements comply with the requirements of Government Code section 53232.3 and IRS Publication 463. Accordingly, the General Manager will review each expense report form, and sign it to indicate compliance with the requirements of this policy. In all cases when a Director seeks reimbursement for expenses incurred while attending a conference, seminar or other meeting, a copy of the conference registration form must either be attached to his or her expense report or on file at the District (e.g. copy attached to check request or purchasing card paperwork). In addition, a Director will be required to attach the following documentation to his or her expense reimbursement report as a condition of receiving reimbursement for an appropriately-incurred business expense:

- a. Personal Vehicle Mileage. To verify mileage, the General Manager or designee will document personal vehicle mileage, using tools such as Google or MapQuest, which will be attached to the Director's expense report.
- b. Lodging Expenses. If a Director wishes to be reimbursed for lodging expenses, he or she must attach to the expense report an itemized bill issued

by the hotel and a copy of the credit card receipt or other proof of the Director's payment. Except when attending a conference, seminar or other meeting and using the available group rate booked for the event, the District will reimburse a Director only for the actual amount of the hotel expenses incurred at the pre-arranged rate at the convention hotel or up to the GSA per diem rate for events that do not have a host hotel.

- c. Meal Expenses. If a Director wishes to be reimbursed for meal expenses at the GSA per diem rate, he or she may fill out the expense report form and claim the expense without further documentation. If a Director pays for meals with his or her own funds, he or she must attach to the expense report an itemized bill, copy of a credit card receipt or other proof of the Director's payment. In such cases, the District will reimburse a Director only for the actual amount of the meal expense incurred up to a maximum amount of the applicable per diem rate published by the GSA.
- d. Common Carrier Travel. A Director must attach to his or her expense report the fare, coupon, or itemized bill from a travel agency, airline, rental vehicle, bus or train showing the actual amount expended for such travel. A boarding pass, conference badge, business receipt from the destination or other documentation indicating the travel occurred must be attached to the Director's expense report.
- e. Incidental Expenses. Whenever possible, a Director should obtain a receipt for incidental expenses such as tolls and parking fees. For incidental expenses where no receipt is available, such as tips and parking meter costs, a reimbursement request for such expenses may be claimed on the District approved expense report. Certification that such expenses were related to District business, reasonable, appropriate, and actually incurred by the Director is made when signing the District approved expense report form.

In all cases, the Director will remain responsible for filing an expense report and attaching the appropriate documentation obtained by the Director in conformance with paragraphs a. through e. above. Flat-rate advances or payments of expenses are prohibited under Government Code section 53232.2, except for per diem payments authorized in accordance with the GSA published rates.

A Director must substantiate all expenses on an expense report with the appropriate documentation attached within 60 days of incurring or paying the expense. An expense report submitted after the 60 days will only be paid if approved by the Board at a regular meeting. Any mis- or late-reported expenses incurred by a Director will be considered income to the affected Director. To comply with the applicable tax laws, the District will issue to a Director a Form W-2 including all mis- or late-reported expenses as income.

300.50 Disclosure

To comply with reporting requirements of Government Code section 53232.3, the District will prepare a list of the meetings attended by each Director for which the District provided compensation, and a list of the amount and purpose of each expense reimbursement paid by the District to each Director. This information will be ~~included with the agenda materials for each~~ reported quarterly at a regular monthly Board of Directors meeting. Regardless of the compensation and expense reporting frequency, At the next regular Board meeting, Directors also must provide either an oral or written report of meetings and other authorized events attended for which they ~~were~~ will be compensated by the District. If multiple officials attended the same event, a joint report may be made.

All expenses are subject to verification that they comply with this Policy. Directors should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All District expenditures are public records subject to disclosure under the Public Records Act, except that the District will ensure that no Director personal information, such as credit card numbers and home addresses, is provided to the public in the event of a request for such records.

300.60 Penalties

Government Code Section 53232.4 defines the penalties for falsifying or misusing public funds. The penalties include: (1) loss of the violator's reimbursement privileges; (2) restitution of misused District funds; (3) civil penalties of up to \$1,000 per day for each day of violation and three times the value of the public resources misused; and (4) criminal prosecution and lifetime bar from holding public office. The Board will report any violation of this Policy to the appropriate authorities.

300.70 Payment of Compensation and Expenses

All reimbursable expenses as outlined in this policy will be paid within the next payroll cycle upon receipt of a completed expense reporting form approved by the General Manager or designee.

400.00 Policy Review

This Policy shall be reviewed at least biennially.



Agenda Item: 4

Date: July 19, 2021

Subject: Resolution No. 21-08 Adopting Procedures for Payment of Demands and Payment of Demands Policy PL-Fin 014

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

Recommended Board Action:

It is recommended that the Board of Directors take the following actions:

- Adopt Resolution 21-08 – Adopting Procedures for Payment of Demands
- Approve the new Payment of Demands Policy – PL-Fin 014

These items were presented to the Finance and Audit Committee (Committee) on June 28, 2021. The Committee supported these items and recommended they be a Consent Item at the July 19, 2021, regular Board meeting.

Summary:

Staff are requesting a change to the monthly financial report(s) submitted to the Board. These changes were presented to the Committee at the June 28, 2021 Committee meeting. The Committee recommends approval by the full Board at the July 19, 2021 regular Board meeting. Part of the proposed financial report change requires adoption of a new resolution and approval of a new policy for the payment of demands. This staff report is for the adoption and approval of Resolution 21-08, A Resolution of the Board of Directors of the Sacramento Suburban Water District Adopting Procedures for the Payment of Demands and the related Payment of Demands Policy – PL-Fin 014.

Background:

This staff report is the second part of the staff report presented in Agenda Item 3 for Financial Report Changes. As part of the financial reporting changes proposed by staff and approved by the Committee at the June 28, 2021 Committee meeting, the attached resolution and policy are required to satisfy the requirements of Government Code section 53910 for the payment of demands.

Fiscal Impact:

There is no fiscal impact from this item.

Resolution No. 21-08 Adopting Procedures for Payment of Demands and Payment of Demands
Policy PL-Fin 014
July 19, 2021
Page 2 of 2

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachments:

1. Resolution 21-08, A Resolution of the Board of Directors of the Sacramento Suburban Water District Adopting Procedures for the Payment of Demands
2. Payment of Demands Policy PL – Fin 014

RESOLUTION NO. 21-08

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SACRAMENTO SUBURBAN WATER DISTRICT
ADOPTING PROCEDURES FOR PAYMENT OF DEMANDS**

WHEREAS, Section 31302 of the California Water Code requires that the Board of Directors authorize the payment of all disbursements, claims, and warrants (“demands”);

WHEREAS, Section 53910 of the Government Code authorizes the Board to adopt procedures concerning the payment of demands it deems convenient, efficient and in the public interest;

WHEREAS, the Board of Directors approves an annual budget for the authorization of District disbursements, and District staff regularly reports to the Board on budget status and expenditures made for the operation of the District;

WHEREAS, some of the District’s demands are due before the monthly Board meeting, and a delay in the payment of these demands would result in imposition of a late charge, penalty, and/or interest charges;

WHEREAS, the Board desires to adopt policies and procedures regarding the payment of demands to avoid late fees, penalties, and interest charges that may be imposed for delays in payments; and

WHEREAS, the Board desires for the General Manager to create a policy for the Payment of Demands under the direction of the Director of Finance and Administration/ District Treasurer which conforms to this resolution.

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

1. Payroll warrants and disbursements, and warrants and disbursements drawn for payment of demands that have been certified by the Director of Finance and Administration/District Treasurer or the General Manager as conforming to a budget approved by the Board of Directors, need not be approved by the Board of Directors prior to payment.
2. Following audit of the demands, the Director of Finance and Administration/District Treasurer shall prepare a register of demands showing claimant’s name, amount of demand, description of the demand and any other information requested by the Board of Directors, and shall transmit the register to the Board of Directors for ratification at the earliest regular Board meeting following the month of payment. Due to privacy concerns, payroll demands will be publicly reported for the aggregated payroll and not on a per-employee basis.
3. No check, order, warrant or payment of any kind upon the district treasury shall be drawn unless there are sufficient monies in the fund upon which it is drawn. All checks, orders, warrants

and payments of any kind upon the district treasury of any money shall bear the signature or approval of the persons authorized by the Board of Directors.

4. The General Manager is directed to create a policy for the payment of demands which conforms to this resolution and which shall be presented to the Board for approval.

5. This Resolution shall take effect as of July 19, 2021.

PASSED AND ADOPTED by the Board of Directors of the Sacramento Suburban Water District on the 19th day of July 2021, by the following vote:

AYES:.

NOES:.

ABSENT:.

By: _____
Robert Wichert
President, Board of Directors
Sacramento Suburban Water District

I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of Directors of Sacramento Suburban Water District at a regular meeting hereof held on the 19th day of July 2021.

(SEAL)

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

Sacramento Suburban Water District

Payment of Demands Policy

Adopted: July 19, 2021

100.00 Purpose

The purpose of this policy is to govern the process for the payment of demands made against the District for the purchase of goods and services and for the payment of employee salaries and benefits in compliance with the requirements of the California Water and Government Codes.

200.00 Authority and Responsibility

Section 31302 of the California Water Code requires that the Board of Directors authorize the payment of all disbursements, claims, and warrants (“demands”). In addition, section 53910 of the Government Code authorizes the Board to adopt procedures by resolution concerning the payment of demands it deems convenient, efficient and in the public interest. The Board of Directors has adopted Resolution 21-xx, which establishes procedures for the payment of demands and authorizes the General Manager to create this policy for the payment of demands that is convenient, efficient and in the public interest in conformance with Resolution 21-xx, California law, and Generally Accepted Accounting Principles applicable to public agencies.

The General Manager and the Director of Finance and Administration/District Treasurer are responsible for carrying out the directives of this policy.

300.00 Scope

This policy covers all demands against the District regardless of how the demand is satisfied, be it through cash, check, EFT, direct debit or any other method against any depository account, cash fund or any other store of monies held by the District.

400.00 Policy

Per District Budget Policy PL – Fin 012, the District prepares an Annual Budget each year that is approved by the Board of Directors and which directs District staff in the authorized spending of District funds for the budgeted year. As required by the Budget Policy, District staff regularly reports to the Board of Directors on the status of the Annual Budget and provides monthly information on expenditures in the Financial Report delivered for each board meeting.

The District has implemented a framework of internal controls that governs the procurement of materials, supplies and services. These internal controls establish procedures for the recording, authorization, storing and payment of demands presented to the District for purchased materials, supplies and services, and for the processing and disbursement of payroll.

To allow for the efficient processing of demands, the following directives are hereby established for the payment of demands.

400.10 General

No check, order, warrant or payment of any kind upon the district treasury shall be drawn unless there are sufficient monies in the fund upon which it is drawn. All checks, orders, warrants and payments of any kind upon the district treasury of any money shall bear the signature or approval of the persons authorized by the Board of Directors.

400.20 Approval of Demands (Warrants)

Payroll warrants and disbursements, and warrants and disbursements drawn for payment of demands that have been certified by the Director of Finance and Administration/District Treasurer or the General Manager as conforming to a budget approved by the Board of Directors, need not be approved by the Board of Directors prior to payment.

Following audit of the demands, the Director of Finance and Administration/District Treasurer shall prepare a register of demands showing claimant's name, amount of demand, description of the demand and any other information requested by the Board of Directors, and shall transmit the register to the Board of Directors for ratification at the earliest regular Board meeting following the month of payment. Due to privacy concerns, payroll demands will be publicly reported for the aggregated payroll and not on a per-employee basis. Notwithstanding this policy, confidential staff members shall prepare and maintain a payroll showing all expenditures for employee salaries and benefits on a per-employee basis, which shall be subject to appropriate review and audit.

500.00 Policy Review

This Policy shall be reviewed by the Board of Directors at least biennially.



Agenda Item: 5

Date: July 19, 2021

Subject: Resolution No. 21-09 Amending Regulation No. 7, of the Regulations Governing Water Service

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

Recommended Board Action:

It is recommended that the Board of Directors take the following actions: adopt Resolution 21-09 amending Regulation No. 7, of the Regulations Governing Water Service; approve Updated Regulation No. 7, New or Additional Service Connections; and, approve Updated Facility Development Charge Setting Policy PL–Fin 010 including the name change to Capacity Fee Setting Policy. These items were presented to the Finance and Audit Committee on June 28, 2021. The Committee supported these items and recommended they be a Consent Item at the July 19, 2021, regular Board meeting.

Summary:

Approximately every 5 years the District conducts an independent Rate Study to determine the appropriate Facility Development Charges (FDCs) to apply to new or updated service connections. Per Regulation 7, Section H.5, “Each year the Facilities Development Charges will be adjusted to reflect cost changes in materials, labor, or real property applied to projects or project capacity. This adjustment in cost is not considered a change in the FDC methodology. The cost adjustment shall be made by applying one or more specific cost indexes or other periodic data sources”. This method is used between Rate Studies to adjust the FDCs annually by an inflation factor and does not consider annual asset additions, deletions, or the change in outstanding debt. This approach can lead to significant increases in years in which a rate study is performed as the charges need to catch up with the past asset additions, deletions, and changes in outstanding debt. As was the case in 2019, the FDCs had a significant increase after the Rate Study methodology was fully applied. Staff have reviewed the proposed changes with legal and their comments and recommendations have been included. At the June 28, 2021 Finance and Audit Committee meeting, the Committee reviewed the staff recommendations identified above and recommended approval at the July 19, 2021, regular Board meeting.

Discussion:

The 2019 Rate Study provided the District with the model to calculate the FDCs. The methodology used follows previous rate studies as well as AWWA recommendations. Staff would like to use the full model to calculate the FDC’s each year between rate studies to have more accurate and consistent FDCs between rate studies. In addition, the standard industry description for these types of charges is “Capacity Fee” and not “Facility Development Charge”. Staff are also recommending changing the name of the FDCs to Capacity Fees and renaming the policy to Capacity Fee Setting Policy.

Staff have discussed with the Board the impacts of using the inflation factor versus using the 2019 Rate Study methodology and the Board desires to change the annual update process. Staff concur that utilizing the full model is more accurate and beneficial to the District and its customers.

The proposed updates to Regulation 7, Facility Development Charge Setting Policy PL–Fin 010 and the Resolution to adopt the changes have been reviewed by legal counsel.

Proposed language changes to Regulation 7 are as follows:

General – Change name and references from Facility Development Charge to Capacity Fee.

Section H.5

- (a) Each year the Capacity Fees will be adjusted utilizing the model from the most recent Rate Study. Staff will update the model assumptions and parameters and calculate the new Capacity Fee values.
The effective date of the updated Capacity Fees will be June 1st. A comprehensive review and update of Capacity Fee methodology shall occur at least every five years.
- (b) The existing sub-section (a) will become sub-section (b).

Proposed language changes to Facility Development Charge Setting Policy PL–Fin 010 are as follows:

General

- (a) Change name from Facility Development Charge Setting Policy to Capacity Fee Setting Policy.
- (b) Change all reference to Facility Development Charge to Capacity Fee.
- (c) Minor language and grammatical updates for clarity.

Section 200.00 item E – Change the method of the annual update to correspond to the updated Regulation 7, Section H.5.

Fiscal Impact:

FDCs are likely to increase more each year than they would by using the current method of applying an inflation factor to adjust the charges.

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Having FDCs that represent the full amount required to buy into District facilities is beneficial to the District and its existing customers.

Attachments:

- 1 – Resolution 21-xx amending Regulation No. 7, of the regulations governing water service.
- 2 – Regulation 7 – New or Additional Services – redline
- 3 – Regulation 7 – New or Additional Services – clean
- 4 – Facility Development Charge Setting Policy PL–Fin 010 – redline
- 5 – Facility Development Charge Setting Policy PL–Fin 010 – clean

RESOLUTION NO. 21-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO SUBURBAN WATER DISTRICT AMENDING REGULATION NO. 7 OF THE REGULATIONS GOVERNING WATER SERVICE

WHEREAS, on July 19, 2004, the Board enacted Ordinance 2004-03, entitled “An Ordinance of the Board of Directors of Sacramento Suburban Water District Adopting Regulations Governing Water Service”;

WHEREAS, the Board now desires to amend Regulation No. 7 of the Regulations Governing Water Service as described in this Resolution and as further set forth in the revised version of the regulation as Attachment 1 hereto;

WHEREAS, in addition to revamping the methodology used to annually adjust its fees for new development to acquire capacity in the District water system, the amendments to Regulation No. 7 include changing the name of this fee from “Facilities Development Charge” to “Capacity Fee” in order to more accurately reflect the purpose of the fee and the terms public entities commonly used for such fees in accordance with Government Code section 66013; and

WHEREAS, none of the described amendments to Regulation No. 7 are subject to Proposition 218’s notice and hearing requirements as provided in Article XIII D, section 6 of the California Constitution.

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

1. Regulation No. 7 is hereby amended as shown in Attachment 1, which is attached to and made a part of this Resolution.
2. The Board authorizes and directs the General Manager and staff to take all actions necessary to amend Regulation No. 7 and to enforce such amended regulation in accordance with the authority granted by this Resolution.
3. Except as modified by the terms of this Resolution, the existing District Regulations Governing Water Service shall remain in full force and effect. Any provisions in the existing regulations that conflict with the amendments approved in this Resolution are deemed superseded and of no further effect.
4. This Resolution shall take effect as of July 19, 2021.

PASSED AND ADOPTED by the Board of Directors of the Sacramento Suburban Water District on the 19th day of July 2021, by the following vote:

AYES:
NOES:
ABSENT:

By: _____
Robert Wichert
President, Board of Directors
Sacramento Suburban Water District

I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of Directors of Sacramento Suburban Water District at a regular meeting hereof held on the 19th day of July 2021.

(SEAL)

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

Regulation No. 7 New or Additional Service Connections

Adopted: July 19, 2004

Amended: ~~March 15~~July 19, 2021

Water Service from Sacramento Suburban Water District is not transferable or assignable and is subject to full compliance with the District's Regulations Governing Water Service, including the following terms and conditions:

A. New or Additional Service Connections Generally

No New Service shall be connected to the District Water System unless there exists a District water main in a street or right-of-way fronting an Applicant's property accessible to the proposed location of the Applicant's service. A New Service will be located only in the front of a Parcel if an existing water main fronts a Customer's property. A New Service shall only be permitted in a backyard when no other viable option is available. A District water main available to serve a New Service shall have Adequate and Reserve Capacity and pressure to provide safe and reliable water service for domestic and fire protection use as solely and conclusively determined by the District. The District, in determining the adequacy of the existing facilities, will take into consideration all factors such as the water requirements of the project to be served by a New Service, the flows required for fire protection, and whether the use of the water will significantly impair service to existing Customers. If the District determines that the New Service will not be connected into the District Water System unless the Applicant provides such adequate extensions or additions as may be necessary in accordance with District Standards, regulations, and Master Plan, then the District shall determine the location, capacity, and design of such extensions or additions and provide its determination to the Applicant. In making this determination, the District may consider all factors, including but not limited to, anticipated future land uses, water requirements, the desirability of looping water mains to increase reliability and adequacy of service, required flows needed for fire protection, and the long range plans for capital improvements of the District Water System. The District's determination will be conclusive on the Applicant.

B. No Prior Service

1. Adequate Main Abuts Applicant's Parcel

A New Service will be connected provided the following conditions are fulfilled:

- (a) The Parcel to be served is within the District's geographical boundaries or is annexed to the District in accordance with an order of LAFCO;
- (b) The Applicant's Parcel is or has been made subject to applicable bonded indebtedness of the District, if any;

- (c) The District possesses adequate water supply to serve the Applicant's requested needs;
- (d) A District water main of Adequate and Reserve Capacity exists in a public right-of-way fronting the Principal Boundary or Principal Boundaries of the Applicant's Parcel, where the public right-of-way is less than 80 feet wide. For public rights-of-way 80 feet or wider, a water main of Adequate and Reserve Capacity shall exist fronting the Applicant's Principal Boundary from within the area measured from the centerline of the public right-of-way to the Applicant's property line contiguous to the public right-of-way; and
- (e) An Application for Water Service has been filed with the District in compliance with Section D, hereof.

2. No Adequate Main Abuts Applicant's Parcel

Service will be connected provided the following conditions are fulfilled:

- (a) The Parcel to be served is within the District's geographical boundaries or is annexed to the District in accordance with an order of LAFCO;
- (b) The Applicant's Parcel is or has been made subject to applicable bonded indebtedness of the District, if any;
- (c) The District possesses adequate water supply to serve the Applicant's requested needs;
- (d) The Applicant will provide a main of Adequate and Reserve Capacity at his/her own cost and expense, which main shall be constructed in a public right-of-way fronting the entire frontage of the Applicant's Parcel or an approved easement. Should the Applicant's Parcel front two or more rights-of-way, the Applicant shall be required to install the main along the Parcel's Principal Boundary as designated in the District's Master Plan as the right-of-way necessary to provide for future extension of the District Water System. Should the Applicant be required to service the Parcel from a right-of-way other than the principal right-of-way (service shall also mean fire service if required by the applicable fire agency), then the Applicant shall be required to install water mains of Adequate and Reserve Capacity along both the principal and the service frontage. All provisions for main extensions shall be in accordance with all applicable District Standards, Regulations, Master Plans; and
- (e) An Application for Water Service has been filed with the District in compliance with Section D, hereof.

C. Prior Service

1. A Parcel to which service has been discontinued will be re-connected upon the filing of a new application together with the payment of all fees and the upgrade of all District facilities affected by the re-connection as required by District Regulations.
2. If any one of the following, but not limited to, conditions exists on an Applicant's Parcel, the District will require an upgrade of the existing service before reconnection to the District Water System will be permitted:
 - (a) An improvement on the Parcel requires an increase in water pressure or quantity. The District's increase of water pressure or quantity determination shall be based on the quantity of added water use facilities to be installed as a result of the improvement. The Applicant's engineer shall submit to the District a record of all the plumbing fixtures and flows required to serve all existing and proposed improvements on the Applicant's Parcel. Based on this information, the District shall determine if the existing service is adequate to serve the Premises. The District shall use AWWA Standards to determine the adequacy of all services and the consequent need for upgrades.
 - (b) An improvement on the Parcel requires increased water pressure or quantity in order to meet fire demand as computed under the fire suppression rating schedule, published by the California Fire Code (Edition 2013, or latest edition).
 - (c) An improvement changes a multiple unit Premises from master-metered to individually-metered units.
3. In those cases when service has not been interrupted but the Parcel has been improved, the provisions and requirements of Regulations Nos. 7 and 9 hereof shall apply if any one of the conditions described above in subparagraph 2 exists.

D. Application for Service

1. The District will not provide or continue service to any Parcel unless the present Landowner has filed an Application for Water Service with the District.
2. Application for service shall be made in writing on forms provided by the District and signed by the Landowner.
3. Applications shall be supported by plat maps and a legal description of the Parcel, and a project description that includes construction type and number of living units, plan of water distribution, project approval by the appropriate fire service district, the planned service date, the name and billing address of the Landowner, the domestic water requirements in gallons per minute, and the total fire-flow

requirements, as well as the location of existing and/or proposed fire hydrants to meet applicable fire-flow requirements.

4. The failure of an Applicant to request the connection of his or her Parcel to the District Water System within one year of the District's Plan Approval shall automatically terminate the application and entitle the Applicant to the return of all fees paid except the plan check fee, any annexation fee, and other fees as described in Subsection G hereof. A request for refunding of fees shall be made in writing to the District.
5. The Applicant must deposit with the District, on or before the Plan Approval date, an amount equal to the cost of all Extension Facilities proposed to be constructed by the District, together with all service charges, fees, and ~~Facilities Development Charges~~Capacity Fees in effect on the date of the Final Approval.
6. Any decision by the District's staff concerning an application for service is appealable to the District Board of Directors or the Board's Facilities and Operations Committee. An Applicant's appeal must comply with the applicable requirements provided in Regulation 17, Procedures for Variance Application.
7. In situations where a retail municipal water supplier must allocate service connections due to supply limitations, Government Code section 65889.7 requires the District to provide a service priority to proposed residential developments that include units affordable to lower income households, as such are defined in Health & Safety Code sections 50052.5, 50053 and 50079.5. The District currently has sufficient supplies to serve all anticipated new demands and given its largely built-out condition, expects to have sufficient supplies to meet all future new demands. If, however, an allocation of new services becomes necessary, the following states the District's low income housing priority policy. An application for service to a proposed development that includes housing units affordable to lower income households, as defined by Government Code section 65589.7(d)(1), shall not be denied, conditionally approved, or the amount of service applied for reduced without specific written findings that the denial, condition, or reduction is necessary due to one or more of the following:
 - a. The District does not have "sufficient water supply," as defined in paragraph (2) of subdivision (a) of Section 66473.7, or is operating under a water shortage emergency or distribution capacity to serve the needs of the proposed development, as demonstrated by a written engineering analysis and report;
 - b. The District is subject to a compliance order issued by the State Department of Public Health that prohibits new water connections;
 - c. The Applicant has failed to agree to reasonable terms and conditions relating to the provisions of service generally applicable to development projects seeking service from the District, including, but not limited, the requirements of local, state, or federal laws and regulations or payment

of a connection fee or capacity charge imposed pursuant to Government Code section 66013.

In accordance with Water Code section 10631.1, the District will include in its Urban Water Management Plans projections of water use by single- and multiple-family housing needed for low income families.

E. Water Main Sizes

1. The size of water mains to be installed in accordance with this Regulation 7 shall be in compliance with District Standards, Section D - Design Standards.
2. Whenever Extension Facilities are required to be installed in accordance with this Regulation 7, the District may require, in accordance with its approved Master Plan and for the purposes of public convenience, necessity, and safety, the installation of an Up-Sized Line. Whenever the District requires the installation of an Up-Sized Line, the line shall be designed in accordance with one of the following procedures at the District's option:
 - (a) An Applicant, with approval from the District, shall have his or her engineer design the Up-Sized Line. The Applicant shall competitively bid and in accordance with the lowest responsive and responsible bid, construct the extension facility in accordance with the following conditions:
 - (1) The Applicant's engineer will prepare a spreadsheet detailing the Applicant's cost of installation of the line size required in accordance with provisions of District Standards, Section D - Design Standards.
 - (2) The Applicant's engineer will prepare a spreadsheet detailing the cost of the installation of the Up-Sized Line.
 - (3) The Applicant's engineer shall design plans and specifications for both the main size required in accordance with District Standards and Regulations and the Up-Sized Line. The design of the water mains shall be according to District Standards with plan review, revisions, and Plan Approval by District staff.
 - (4) The District shall pay to the Applicant, when the job is completed and accepted by the District, the difference in cost between the cost of the Up-Sized Line based on the lowest responsive and responsible bid and the cost of the installation of the line of the size required to adequately serve his or her Parcel, based on the average of the three lowest responsive and responsible bids. The District shall pay for the Up-Sized Line in accordance with Regulation 9, Section L.
 - (5) The Applicant shall pay to the contractor the full cost of the main installed.

- (6) The Applicant shall pay all of the District's fees, charges and costs required for the installation of the water main.
 - (7) The Applicant shall comply with all applicable regulations of the District and any amendments adopted from time to time by the Board of Directors.
- (b) The District shall design plans and call for separate bidding to construct the Extension Facilities as follows:
- (1) District staff will prepare spreadsheets detailing the cost of installing the line size required in accordance with District Standards, Section D - Design Standards.
 - (2) District staff will prepare spreadsheets detailing the cost of installing the Up-Sized Line.
 - (3) The Applicant shall pay to the District the full cost of the installation of the line of the size required to adequately serve his or her Parcel, based on the average of the three lowest responsive and responsible bids, and the District will pay the difference for the cost of the Up-Sized Line as contained in those bids. Applicant's payment to the District shall be no later than 30 calendar days after the District has awarded the project.
 - (4) The Applicant shall comply with all District Standards and Regulations and any amendments adopted from time to time by the Board of Directors.

F. District Final Plan Approval

The date of the District's final Plan Approval is defined as that date when the District shall, after receipt of all applicable fees, charges, applications and grants of easements, date and sign the Applicant's plans as approved for construction, or where no Extension Facilities are required, on that date when the District shall, after receipt of all applicable fees, charges, application and grants of easements, approve and date the said application. Should Applicant not obtain District's approval of his or her plans, the Applicant shall not be allowed to connect to the District Water System until he or she has obtained final Plan Approval. The District's Final Plan Approval is subject to all time limits and other restrictions provided in this Regulation 7 and such approval does not create any vested right in an Applicant except to the extent provided herein.

G. Expired Plans/Un-Built Projects

If construction of the required extension has not begun on the one-year anniversary date of Plan Approval or the District receives a written statement from an Applicant that the project will not be built, the District shall deem the plans void. The District will refund collected

fees upon the Applicant's written request, except for plan review, hydrant permit, construction water, annexation, and fire hydrant flow test fees. Should an Applicant resubmit plans for approval, the District will review the plans in accordance with District Standards, this Regulation 7 and Regulation 9. New and/or additional fees will be calculated and assessed for review of resubmitted plans. New Plan Approval shall be per Section F hereof.

H. Charges for New or Improved Service Connections

1. Plan Check Fee

A charge shall be assessed by the District for the review of the Applicant's construction plans for new or improved water service. The charge for plan check shall be in accordance with Regulation 3, Section Q.. In addition, the District may charge staff time or consultant fees at cost for any additional services required as part of the review, including but not limited to, hydraulic analyses, site verification, and research. The District shall estimate the cost of reviewing such plans and notify the Applicant of the estimated costs for the services required. The Applicant shall deposit with the District the estimated plan check costs as a condition precedent to plan review. In the event that the actual cost for plan checking incurred by the District exceeds the amount deposited, the Applicant shall pay the excess fees due to the District before final Plan Approval.

2. Service Line Charge

The District charge for the installation of a new metered water service line from the existing water main to an Applicant's Parcel shall equal the District's actual cost of materials, installation, labor, equipment, and normal overhead charges.

3. Service Line Relocation

The District charge for the relocation of a service line from the existing water main to an Applicant's Parcel (which will be relocated according to District Standards) shall equal the District's actual cost of materials, installation, labor, equipment, and normal overhead charges.

4. Water Meters

District charges for installing and setting water meters will consist of the District's actual cost of materials, labor, equipment, installation, and overhead. The installation of a metered New Service shall be charged according to Section H.2 of this Regulation 7, provided that all applicable conditions of the District's Regulations have been satisfied.

5. ~~Facilities Development Charge~~ Capacity Fees

To cover a portion of the District's costs incurred for the installation of wells, pumps, and storage and treatment facilities, and to provide a fund for

reimbursement of a portion of Customers' costs of Extension Facilities pursuant to Regulation No. 9, Section A, a Capacity Fee (formerly, a Facilities Development Charge) will be imposed in accordance with the following schedule for each new or improved service:

Meter Size	Facilities Development Charge*Capacity Fee
5/8"	\$4,143
3/4"	\$6,216
1"	\$10,359
1 1/2"	\$20,719
2"	\$33,151
3"	\$66,300
4"	\$103,594
6"	\$207,189
8"	\$372,940
10"	\$497,254
12"	\$699,263

~~* Each year the Facilities Development Charges will be adjusted to reflect cost changes in materials, labor or real property applied to projects or project capacity. This adjustment in cost is not considered a change in the Facilities Development Charge methodology. The cost adjustment shall be made by applying one or more specific cost indexes or other periodic data sources. A specific cost index or periodic data source must be:~~

- ~~1. A relevant measure of the average change in prices or cost over an identified time period for materials, labor, real property or a combination of the three;~~
- ~~2. Published by a recognized organization or agency that produces the index or data source for reasons that are independent of the Facilities Development Charges methodology;~~
- ~~3. Publicly available and generally recognized in the utility industry as an authoritative resource for calculating periodic cost adjustments; and~~
- ~~4. Shall be adopted from time to time by Resolution of the Board~~

~~(a) Each year, Capacity Fees the Facilities Development Charges will be adjusted utilizing the model developed for and used in from the most recent ratefee study. Staff will update the model data, assumptions, and parameters and calculate the new FDCCapacity Fee values.~~

The effective date of the recalculated ~~Facilities Development Charges~~Capacity Fees will be ~~April~~June 1st. A comprehensive review and update of ~~Facility Development Charge~~Capacity Fee methodology shall occur at least every five years.

(ab) In the event that ~~the Facilities Development Charge~~a Capacity Fee assessed to ~~the~~an Applicant imposes a financial burden on his or her project, the Applicant may request that the District enter into a deferred payment plan on the all of following terms:

- (1) The written application includes a request for deferment of the payment of all or part of the ~~Facilities Development Charge~~Capacity Fee.
- (2) The District Board of Directors must approve the request.
- (3) The request is accompanied by a surety bond or an irrevocable letter of credit in an amount equal to the Capacity Fee ~~Facilities Development Charge~~ imposed on the Applicant as specified above, and the specified security is issued by a surety or financial institution authorized to do business and in good standing with the appropriate agency of the State of California.
- (4) The deferment request is accompanied by an executed Contract on a form provided by the District, which Contract includes the provisions of this subsection and provides for the payment of such Capacity Fee ~~Facilities Development Charge~~ as may be in effect on the date of payment, together with interest at the legal rate. The Contract also will provide that the Applicant will pay the Capacity Fee ~~Facilities Development Charge~~ in full no later than a date that is no more than 12 months from the date of the filing of the Service Application with the District.
- (5) The written application and accompanying plans must comply with all applicable District Standards, Ordinances, and Regulations.
- (6) The deferment rights granted to an Applicant, if any, are not assignable except upon the District's written consent.

6. Supervision and Inspection Charges

A charge shall be assessed for District supervision and inspection of water system improvements. The charge for supervision and inspection shall be in accordance with Regulation 3, Section R.. At the time of service application, the District will estimate the minimum cost for District supervision and inspection of the proposed water system improvements, which the Applicant shall deposit with the District in advance of Plan Approval, in addition to all other charges owing under the District's regulations. In the event that actual supervision and inspection costs for

supervision and inspection incurred by the District exceed the amount deposited, the Applicant will pay the excess fees due to the District as a condition precedent to final District acceptance of the water system improvements and connection of service. Should any additional costs be required due to damage to District facilities by Applicant's contractor during construction, the cost shall be billed separately to the contractor. The contractor's payment of billed damages shall be due as a condition of commencing water service and final District acceptance of the improvements.

Should the need for an inspection occur weekdays between 4:30 p.m. and 8:00 a.m. the following day, or on weekends or holidays, the requested inspection shall be scheduled through the District to ensure the availability of personnel for the time requested. Overtime costs for inspections outside of normal business hours by District personnel shall be calculated and paid by the Applicant in advance of scheduling the after-hours work. The overtime charge shall be at least one and one-half (1½) times the standard hourly rate for inspection.

7. Fire Hydrant Flow Test

When requested by the local fire agency having jurisdiction over a project within the District, a fire hydrant flow test will be performed to determine the flow available at the test date. The flow test will only demonstrate the pressure and distribution capabilities at the time and under the conditions existing when the test is performed. The District will not guarantee that the flow test results obtained will be consistent with flows available at all times and under all conditions.

Flow tests will be performed either in the field or using the District's water model. Tests will be performed by District staff as time allows but not to exceed 4 weeks after a request is made. For design purposes, fire flow tests using the water model will be run with the most conservative assumptions reasonable in order to establish the projected worst case conditions prevailing in the District's water system.

A charge will be assessed for the District to supervise and perform the test and to provide written results. The charge shall be in accordance with Regulation 3, Section S.

8. Bacteriological Testing

After installation and disinfection, the District will sample all new Extension Facilities and have the sample tested by a certified laboratory for bacteria. The Extension Facilities will be super-chlorinated and flushed using at least three times the volume of water in the facilities before bacteria testing is to begin. After flushing is complete, the first set of bacteria testing will be collected from the Extension Facilities. Twenty-four (24) hours after the first collection, a second set of bacteria testing will be collected. If the new Extension Facilities fail to meet applicable federal, state and local bacteriological standards, the Applicant will be responsible for re-disinfecting and re-testing those facilities until they pass. A

charge for this test and any required retests will be assessed in accordance to Regulation 3, Section J.

9. Backflow Prevention Assembly Test Charge

A charge will be assessed for the District to test all Backflow Prevention Assemblies as part of a new development to verify the operating status of each such device. If a Backflow Prevention Assembly does not pass the first inspection, the Applicant will be required to repair the Backflow Prevention Assembly and re-test it at the Applicant's expense. Each backflow test charge shall be in accordance with Regulation 3, Section D.

10. Environmental Document Charge

Whenever the District determines that an environmental impact report or other environmental document is required for a proposed Extension Facility necessary to serve an Applicant's Parcel, the District will estimate the cost of preparing such a document, including overhead expenses, preparation, and hearings. In addition to all other costs that may be due to the District for provision of service, the Applicant shall deposit with the District the estimated Environmental Document Charge as a condition precedent to the District's approval of an environmental document. In the event that the actual cost to prepare an environmental document exceeds the amount deposited, the Applicant will pay the excess amount before Final Approval. If the deposit exceeds the cost, the District will refund the balance.

In the event that the Applicant delivers to the District a certified copy of an environmental document duly approved and filed by the County of Sacramento relevant to the Applicant's Parcel, the District may determine, in its sole discretion, that the provisions of this paragraph do not apply.

11. Furnish-Only Fees

Meters, as shown on the standard detail drawing of the District Standards, are required on all new or improved Service Connections and shall be Furnish-Only Materials by the District. The District will charge fees for Furnish-Only Materials to an Applicant in accordance with the number, the cost, and the District's inventory and overhead cost for furnishing the required Meter(s).

I. Water Service

The District shall make water service available to an Applicant's new or improved Service Connection subject to the following terms and conditions:

1. No service shall be granted or continued unless an Applicant has filed an application for service on a District-furnished form.
 - (a) All new construction, improved Parcels, and replacement mains shall have a Meter installed on the Principal Boundary no more than one foot behind a sidewalk or curb.

- (b) Monthly water billing shall be computed on actual consumption based on the Metered Rates in Regulation No. 3.
 - (c) A separate Service Connection and Meter shall be installed on each Parcel. A separate Service Connection may include multiple meters except as otherwise limited by this Regulation 7.
 - (d) If a Parcel is found to be served by more than one Service Connection, it will be at the sole discretion of the District, in consultation with the Customer, to determine how the parcel will receive water through a metered connection(s). The owner of the parcel will be responsible for the cost of any changes to the service configuration, including the abandonment of any existing unused Service Connection or the upgrade to District current standards of additional Service Connections as determined necessary by the District.
 - (e) The minimum water service size for a new residential Service Connection shall be one inch in diameter.
 - (f) No more than one Service Connection per Single Family Residential Parcel will be permitted unless otherwise determined by the District.
 - (g) Each residential unit is required to have its own District-approved Service Connection.
 - (h) A separate metered irrigation service shall be required for all non-residential units.
 - (i) No credit will be allowed for vacancies in multiple family residential units.
 - (j) All non-residential services and multi-family residential structures containing 5 or more units fed from a single connection services shall have water meters with an approved Backflow Prevention Assembly.
2. Use of a 5/8" meter shall be limited to multi-family residential units fed by a single water service such as, but not limited to, duplexes, triplexes, fourplexes, apartment buildings with five or more residential units, and condominiums.
3. Voluntary Meter Installation on an Existing Residential Service
- (a) At a Customer's request, the District will install a permanent Meter on an existing un-metered Service Connection for a residential Parcel at no direct charge. However, should the Parcel be within a current main replacement project area that is scheduled for a new water service installation a new meter will be installed only after the installation of the new water main.

- (b) Upon installation of a Meter, the District will compute and charge the Parcel's water bill based on actual consumption at the Metered Rates stated in Regulation No. 3.

J. Connection to Facilities Extended by District

1. If an Applicant for water service to a Parcel fronting Extension Facilities built with District funds desires to connect to such facilities, he or she shall deposit with the District, together with a New Service application, a portion of the total cost of designing and installing the Extension Facilities. The Applicant's cost share shall be determined by comparing the length of the Applicant's frontage along the right-of-way in which the water service facilities will or have been located to the total combined frontage along said right-of-way of all Parcels served by the Extension Facilities. The District also will calculate and charge all other applicable fees and charges established by District Regulations.
2. If an Applicant chooses, payment of the costs and charges to connect to District-constructed Extension Facilities as defined in Regulation 9, Section A may be deferred for a period not to exceed 12 months from the date on which the District approves the Application for Water Service, provided:
 - (a) The Applicant requests the District defer the charges in writing before the date the application is approved, and
 - (b) The full amount of such fees and charges together with interest thereon at the legal rate is guaranteed by a surety bond issued by a surety company acceptable to the District, and the Applicant executes an agreement to make such payment together with interest at the legal rate within the 12-month deferment period, and
 - (c) The deferment is not transferable.
3. Reimbursement for eligible costs of Extension Facilities as defined by Regulation 9, Section A will not be made until all connection charges have been paid by the Applicant.

K. Abandonment of Service Line

The District charge for the abandonment of an existing water service from the existing water main to the Applicant's Parcel shall equal the District's actual cost of materials, labor, equipment and normal overhead charges. The charge for service abandonment shall be in accordance with Regulation 3, Section T.

L. Existing Services

All Service Connections that are not directly affected by an improvement, but which exist on a Parcel to be improved, shall be upgraded to current District Standards if the Landowner intends to use such service(s) in the future. If the unaffected Service

Connection(s) will not be used, the Landowner shall be required to abandon such service(s) in accordance with District Standards. This requirement applies to all services that serve other buildings or appurtenances on the Parcel being improved.

District-required upgrades of existing Service Connection(s) shall include, but are not limited to, repair, upgrade and/or replacement of existing facilities to current District Standards.

Credit will be given for existing unused services on improvement projects affecting the Parcel. Credit will be given in the amount of the existing ~~Facilities Development Charge~~Capacity Fee on the Plan Approval date, subject to abandonment of the unused Service Connection(s) as required herein. Credit will only apply to new ~~Facilities Development Charges~~Capacity Fees and will not exceed the total for the project.

M. Existing Services on Split Parcels

After a parcel split, the existing service will serve only the Parcel on which it is installed. If any unserved portion of a split Parcel will be developed, the Landowner shall be required to install a New Service on such Parcel in accordance with all applicable District Standards, Ordinances, and Regulations.

Regulation No. 7 New or Additional Service Connections

Adopted: July 19, 2004

Amended: July 19, 2021

Water Service from Sacramento Suburban Water District is not transferable or assignable and is subject to full compliance with the District's Regulations Governing Water Service, including the following terms and conditions:

A. New or Additional Service Connections Generally

No New Service shall be connected to the District Water System unless there exists a District water main in a street or right-of-way fronting an Applicant's property accessible to the proposed location of the Applicant's service. A New Service will be located only in the front of a Parcel if an existing water main fronts a Customer's property. A New Service shall only be permitted in a backyard when no other viable option is available. A District water main available to serve a New Service shall have Adequate and Reserve Capacity and pressure to provide safe and reliable water service for domestic and fire protection use as solely and conclusively determined by the District. The District, in determining the adequacy of the existing facilities, will take into consideration all factors such as the water requirements of the project to be served by a New Service, the flows required for fire protection, and whether the use of the water will significantly impair service to existing Customers. If the District determines that the New Service will not be connected into the District Water System unless the Applicant provides such adequate extensions or additions as may be necessary in accordance with District Standards, regulations, and Master Plan, then the District shall determine the location, capacity, and design of such extensions or additions and provide its determination to the Applicant. In making this determination, the District may consider all factors, including but not limited to, anticipated future land uses, water requirements, the desirability of looping water mains to increase reliability and adequacy of service, required flows needed for fire protection, and the long range plans for capital improvements of the District Water System. The District's determination will be conclusive on the Applicant.

B. No Prior Service

1. Adequate Main Abuts Applicant's Parcel

A New Service will be connected provided the following conditions are fulfilled:

- (a) The Parcel to be served is within the District's geographical boundaries or is annexed to the District in accordance with an order of LAFCO;
- (b) The Applicant's Parcel is or has been made subject to applicable bonded indebtedness of the District, if any;

- (c) The District possesses adequate water supply to serve the Applicant's requested needs;
- (d) A District water main of Adequate and Reserve Capacity exists in a public right-of-way fronting the Principal Boundary or Principal Boundaries of the Applicant's Parcel, where the public right-of-way is less than 80 feet wide. For public rights-of-way 80 feet or wider, a water main of Adequate and Reserve Capacity shall exist fronting the Applicant's Principal Boundary from within the area measured from the centerline of the public right-of-way to the Applicant's property line contiguous to the public right-of-way; and
- (e) An Application for Water Service has been filed with the District in compliance with Section D, hereof.

2. No Adequate Main Abuts Applicant's Parcel

Service will be connected provided the following conditions are fulfilled:

- (a) The Parcel to be served is within the District's geographical boundaries or is annexed to the District in accordance with an order of LAFCO;
- (b) The Applicant's Parcel is or has been made subject to applicable bonded indebtedness of the District, if any;
- (c) The District possesses adequate water supply to serve the Applicant's requested needs;
- (d) The Applicant will provide a main of Adequate and Reserve Capacity at his/her own cost and expense, which main shall be constructed in a public right-of-way fronting the entire frontage of the Applicant's Parcel or an approved easement. Should the Applicant's Parcel front two or more rights-of-way, the Applicant shall be required to install the main along the Parcel's Principal Boundary as designated in the District's Master Plan as the right-of-way necessary to provide for future extension of the District Water System. Should the Applicant be required to service the Parcel from a right-of-way other than the principal right-of-way (service shall also mean fire service if required by the applicable fire agency), then the Applicant shall be required to install water mains of Adequate and Reserve Capacity along both the principal and the service frontage. All provisions for main extensions shall be in accordance with all applicable District Standards, Regulations, Master Plans; and
- (e) An Application for Water Service has been filed with the District in compliance with Section D, hereof.

C. Prior Service

1. A Parcel to which service has been discontinued will be re-connected upon the filing of a new application together with the payment of all fees and the upgrade of all District facilities affected by the re-connection as required by District Regulations.
2. If any one of the following, but not limited to, conditions exists on an Applicant's Parcel, the District will require an upgrade of the existing service before reconnection to the District Water System will be permitted:
 - (a) An improvement on the Parcel requires an increase in water pressure or quantity. The District's increase of water pressure or quantity determination shall be based on the quantity of added water use facilities to be installed as a result of the improvement. The Applicant's engineer shall submit to the District a record of all the plumbing fixtures and flows required to serve all existing and proposed improvements on the Applicant's Parcel. Based on this information, the District shall determine if the existing service is adequate to serve the Premises. The District shall use AWWA Standards to determine the adequacy of all services and the consequent need for upgrades.
 - (b) An improvement on the Parcel requires increased water pressure or quantity in order to meet fire demand as computed under the fire suppression rating schedule, published by the California Fire Code (Edition 2013, or latest edition).
 - (c) An improvement changes a multiple unit Premises from master-metered to individually-metered units.
3. In those cases when service has not been interrupted but the Parcel has been improved, the provisions and requirements of Regulations Nos. 7 and 9 hereof shall apply if any one of the conditions described above in subparagraph 2 exists.

D. Application for Service

1. The District will not provide or continue service to any Parcel unless the present Landowner has filed an Application for Water Service with the District.
2. Application for service shall be made in writing on forms provided by the District and signed by the Landowner.
3. Applications shall be supported by plat maps and a legal description of the Parcel, and a project description that includes construction type and number of living units, plan of water distribution, project approval by the appropriate fire service district, the planned service date, the name and billing address of the Landowner, the domestic water requirements in gallons per minute, and the total fire-flow

requirements, as well as the location of existing and/or proposed fire hydrants to meet applicable fire-flow requirements.

4. The failure of an Applicant to request the connection of his or her Parcel to the District Water System within one year of the District's Plan Approval shall automatically terminate the application and entitle the Applicant to the return of all fees paid except the plan check fee, any annexation fee, and other fees as described in Subsection G hereof. A request for refunding of fees shall be made in writing to the District.
5. The Applicant must deposit with the District, on or before the Plan Approval date, an amount equal to the cost of all Extension Facilities proposed to be constructed by the District, together with all service charges, fees, and Capacity Fees in effect on the date of the Final Approval.
6. Any decision by the District's staff concerning an application for service is appealable to the District Board of Directors or the Board's Facilities and Operations Committee. An Applicant's appeal must comply with the applicable requirements provided in Regulation 17, Procedures for Variance Application.
7. In situations where a retail municipal water supplier must allocate service connections due to supply limitations, Government Code section 65889.7 requires the District to provide a service priority to proposed residential developments that include units affordable to lower income households, as such are defined in Health & Safety Code sections 50052.5, 50053 and 50079.5. The District currently has sufficient supplies to serve all anticipated new demands and given its largely built-out condition, expects to have sufficient supplies to meet all future new demands. If, however, an allocation of new services becomes necessary, the following states the District's low income housing priority policy. An application for service to a proposed development that includes housing units affordable to lower income households, as defined by Government Code section 65589.7(d)(1), shall not be denied, conditionally approved, or the amount of service applied for reduced without specific written findings that the denial, condition, or reduction is necessary due to one or more of the following:
 - a. The District does not have "sufficient water supply," as defined in paragraph (2) of subdivision (a) of Section 66473.7, or is operating under a water shortage emergency or distribution capacity to serve the needs of the proposed development, as demonstrated by a written engineering analysis and report;
 - b. The District is subject to a compliance order issued by the State Department of Public Health that prohibits new water connections;
 - c. The Applicant has failed to agree to reasonable terms and conditions relating to the provisions of service generally applicable to development projects seeking service from the District, including, but not limited, the requirements of local, state, or federal laws and regulations or payment

of a connection fee or capacity charge imposed pursuant to Government Code section 66013.

In accordance with Water Code section 10631.1, the District will include in its Urban Water Management Plans projections of water use by single- and multiple-family housing needed for low income families.

E. Water Main Sizes

1. The size of water mains to be installed in accordance with this Regulation 7 shall be in compliance with District Standards, Section D - Design Standards.
2. Whenever Extension Facilities are required to be installed in accordance with this Regulation 7, the District may require, in accordance with its approved Master Plan and for the purposes of public convenience, necessity, and safety, the installation of an Up-Sized Line. Whenever the District requires the installation of an Up-Sized Line, the line shall be designed in accordance with one of the following procedures at the District's option:
 - (a) An Applicant, with approval from the District, shall have his or her engineer design the Up-Sized Line. The Applicant shall competitively bid and in accordance with the lowest responsive and responsible bid, construct the extension facility in accordance with the following conditions:
 - (1) The Applicant's engineer will prepare a spreadsheet detailing the Applicant's cost of installation of the line size required in accordance with provisions of District Standards, Section D - Design Standards.
 - (2) The Applicant's engineer will prepare a spreadsheet detailing the cost of the installation of the Up-Sized Line.
 - (3) The Applicant's engineer shall design plans and specifications for both the main size required in accordance with District Standards and Regulations and the Up-Sized Line. The design of the water mains shall be according to District Standards with plan review, revisions, and Plan Approval by District staff.
 - (4) The District shall pay to the Applicant, when the job is completed and accepted by the District, the difference in cost between the cost of the Up-Sized Line based on the lowest responsive and responsible bid and the cost of the installation of the line of the size required to adequately serve his or her Parcel, based on the average of the three lowest responsive and responsible bids. The District shall pay for the Up-Sized Line in accordance with Regulation 9, Section L.
 - (5) The Applicant shall pay to the contractor the full cost of the main installed.

- (6) The Applicant shall pay all of the District's fees, charges and costs required for the installation of the water main.
 - (7) The Applicant shall comply with all applicable regulations of the District and any amendments adopted from time to time by the Board of Directors.
- (b) The District shall design plans and call for separate bidding to construct the Extension Facilities as follows:
- (1) District staff will prepare spreadsheets detailing the cost of installing the line size required in accordance with District Standards, Section D - Design Standards.
 - (2) District staff will prepare spreadsheets detailing the cost of installing the Up-Sized Line.
 - (3) The Applicant shall pay to the District the full cost of the installation of the line of the size required to adequately serve his or her Parcel, based on the average of the three lowest responsive and responsible bids, and the District will pay the difference for the cost of the Up-Sized Line as contained in those bids. Applicant's payment to the District shall be no later than 30 calendar days after the District has awarded the project.
 - (4) The Applicant shall comply with all District Standards and Regulations and any amendments adopted from time to time by the Board of Directors.

F. District Final Plan Approval

The date of the District's final Plan Approval is defined as that date when the District shall, after receipt of all applicable fees, charges, applications and grants of easements, date and sign the Applicant's plans as approved for construction, or where no Extension Facilities are required, on that date when the District shall, after receipt of all applicable fees, charges, application and grants of easements, approve and date the said application. Should Applicant not obtain District's approval of his or her plans, the Applicant shall not be allowed to connect to the District Water System until he or she has obtained final Plan Approval. The District's Final Plan Approval is subject to all time limits and other restrictions provided in this Regulation 7 and such approval does not create any vested right in an Applicant except to the extent provided herein.

G. Expired Plans/Un-Built Projects

If construction of the required extension has not begun on the one-year anniversary date of Plan Approval or the District receives a written statement from an Applicant that the project will not be built, the District shall deem the plans void. The District will refund collected

fees upon the Applicant's written request, except for plan review, hydrant permit, construction water, annexation, and fire hydrant flow test fees. Should an Applicant resubmit plans for approval, the District will review the plans in accordance with District Standards, this Regulation 7 and Regulation 9. New and/or additional fees will be calculated and assessed for review of resubmitted plans. New Plan Approval shall be per Section F hereof.

H. Charges for New or Improved Service Connections

1. Plan Check Fee

A charge shall be assessed by the District for the review of the Applicant's construction plans for new or improved water service. The charge for plan check shall be in accordance with Regulation 3, Section Q.. In addition, the District may charge staff time or consultant fees at cost for any additional services required as part of the review, including but not limited to, hydraulic analyses, site verification, and research. The District shall estimate the cost of reviewing such plans and notify the Applicant of the estimated costs for the services required. The Applicant shall deposit with the District the estimated plan check costs as a condition precedent to plan review. In the event that the actual cost for plan checking incurred by the District exceeds the amount deposited, the Applicant shall pay the excess fees due to the District before final Plan Approval.

2. Service Line Charge

The District charge for the installation of a new metered water service line from the existing water main to an Applicant's Parcel shall equal the District's actual cost of materials, installation, labor, equipment, and normal overhead charges.

3. Service Line Relocation

The District charge for the relocation of a service line from the existing water main to an Applicant's Parcel (which will be relocated according to District Standards) shall equal the District's actual cost of materials, installation, labor, equipment, and normal overhead charges.

4. Water Meters

District charges for installing and setting water meters will consist of the District's actual cost of materials, labor, equipment, installation, and overhead. The installation of a metered New Service shall be charged according to Section H.2 of this Regulation 7, provided that all applicable conditions of the District's Regulations have been satisfied.

5. Capacity Fees

To cover a portion of the District's costs incurred for the installation of wells, pumps, and storage and treatment facilities, and to provide a fund for

reimbursement of a portion of Customers' costs of Extension Facilities pursuant to Regulation No. 9, Section A, a Capacity Fee (formerly, a Facilities Development Charge) will be imposed in accordance with the following schedule for each new or improved service:

Meter Size	Capacity Fee
5/8"	\$4,143
3/4"	\$6,216
1"	\$10,359
1 1/2"	\$20,719
2"	\$33,151
3"	\$66,300
4"	\$103,594
6"	\$207,189
8"	\$372,940
10"	\$497,254
12"	\$699,263

- (a) Each year, Capacity Fees will be adjusted utilizing the model developed for and used in the most recent fee study. Staff will update the model data, assumptions, and parameters and calculate the new Capacity Fee values.

The effective date of the recalculated Capacity Fees will be June 1st. A comprehensive review and update of Capacity Fee methodology shall occur at least every five years.

- (b) In the event that a Capacity Fee assessed to an Applicant imposes a financial burden on his or her project, the Applicant may request that the District enter into a deferred payment plan on the all of following terms:
- (1) The written application includes a request for deferment of the payment of all or part of the Capacity Fee.
 - (2) The District Board of Directors must approve the request.
 - (3) The request is accompanied by a surety bond or an irrevocable letter of credit in an amount equal to the Capacity Fee imposed on the Applicant as specified above, and the specified security is issued by

a surety or financial institution authorized to do business and in good standing with the appropriate agency of the State of California.

- (4) The deferment request is accompanied by an executed Contract on a form provided by the District, which Contract includes the provisions of this subsection and provides for the payment of such Capacity Fee as may be in effect on the date of payment, together with interest at the legal rate. The Contract also will provide that the Applicant will pay the Capacity Fee in full no later than a date that is no more than 12 months from the date of the filing of the Service Application with the District.
- (5) The written application and accompanying plans must comply with all applicable District Standards, Ordinances, and Regulations.
- (6) The deferment rights granted to an Applicant, if any, are not assignable except upon the District's written consent.

6. Supervision and Inspection Charges

A charge shall be assessed for District supervision and inspection of water system improvements. The charge for supervision and inspection shall be in accordance with Regulation 3, Section R.. At the time of service application, the District will estimate the minimum cost for District supervision and inspection of the proposed water system improvements, which the Applicant shall deposit with the District in advance of Plan Approval, in addition to all other charges owing under the District's regulations. In the event that actual supervision and inspection costs for supervision and inspection incurred by the District exceed the amount deposited, the Applicant will pay the excess fees due to the District as a condition precedent to final District acceptance of the water system improvements and connection of service. Should any additional costs be required due to damage to District facilities by Applicant's contractor during construction, the cost shall be billed separately to the contractor. The contractor's payment of billed damages shall be due as a condition of commencing water service and final District acceptance of the improvements.

Should the need for an inspection occur weekdays between 4:30 p.m. and 8:00 a.m. the following day, or on weekends or holidays, the requested inspection shall be scheduled through the District to ensure the availability of personnel for the time requested. Overtime costs for inspections outside of normal business hours by District personnel shall be calculated and paid by the Applicant in advance of scheduling the after-hours work. The overtime charge shall be at least one and one-half (1½) times the standard hourly rate for inspection.

7. Fire Hydrant Flow Test

When requested by the local fire agency having jurisdiction over a project within the District, a fire hydrant flow test will be performed to determine the flow

available at the test date. The flow test will only demonstrate the pressure and distribution capabilities at the time and under the conditions existing when the test is performed. The District will not guarantee that the flow test results obtained will be consistent with flows available at all times and under all conditions.

Flow tests will be performed either in the field or using the District's water model. Tests will be performed by District staff as time allows but not to exceed 4 weeks after a request is made. For design purposes, fire flow tests using the water model will be run with the most conservative assumptions reasonable in order to establish the projected worst case conditions prevailing in the District's water system.

A charge will be assessed for the District to supervise and perform the test and to provide written results. The charge shall be in accordance with Regulation 3, Section S.

8. Bacteriological Testing

After installation and disinfection, the District will sample all new Extension Facilities and have the sample tested by a certified laboratory for bacteria. The Extension Facilities will be super-chlorinated and flushed using at least three times the volume of water in the facilities before bacteria testing is to begin. After flushing is complete, the first set of bacteria testing will be collected from the Extension Facilities. Twenty-four (24) hours after the first collection, a second set of bacteria testing will be collected. If the new Extension Facilities fail to meet applicable federal, state and local bacteriological standards, the Applicant will be responsible for re-disinfecting and re-testing those facilities until they pass. A charge for this test and any required retests will be assessed in accordance to Regulation 3, Section J.

9. Backflow Prevention Assembly Test Charge

A charge will be assessed for the District to test all Backflow Prevention Assemblies as part of a new development to verify the operating status of each such device. If a Backflow Prevention Assembly does not pass the first inspection, the Applicant will be required to repair the Backflow Prevention Assembly and re-test it at the Applicant's expense. Each backflow test charge shall be in accordance with Regulation 3, Section D.

10. Environmental Document Charge

Whenever the District determines that an environmental impact report or other environmental document is required for a proposed Extension Facility necessary to serve an Applicant's Parcel, the District will estimate the cost of preparing such a document, including overhead expenses, preparation, and hearings. In addition to all other costs that may be due to the District for provision of service, the Applicant shall deposit with the District the estimated Environmental Document Charge as a condition precedent to the District's approval of an environmental document. In the event that the actual cost to prepare an environmental document exceeds the

amount deposited, the Applicant will pay the excess amount before Final Approval. If the deposit exceeds the cost, the District will refund the balance.

In the event that the Applicant delivers to the District a certified copy of an environmental document duly approved and filed by the County of Sacramento relevant to the Applicant's Parcel, the District may determine, in its sole discretion, that the provisions of this paragraph do not apply.

11. Furnish-Only Fees

Meters, as shown on the standard detail drawing of the District Standards, are required on all new or improved Service Connections and shall be Furnish-Only Materials by the District. The District will charge fees for Furnish-Only Materials to an Applicant in accordance with the number, the cost, and the District's inventory and overhead cost for furnishing the required Meter(s).

I. Water Service

The District shall make water service available to an Applicant's new or improved Service Connection subject to the following terms and conditions:

1. No service shall be granted or continued unless an Applicant has filed an application for service on a District-furnished form.
 - (a) All new construction, improved Parcels, and replacement mains shall have a Meter installed on the Principal Boundary no more than one foot behind a sidewalk or curb.
 - (b) Monthly water billing shall be computed on actual consumption based on the Metered Rates in Regulation No. 3.
 - (c) A separate Service Connection and Meter shall be installed on each Parcel. A separate Service Connection may include multiple meters except as otherwise limited by this Regulation 7.
 - (d) If a Parcel is found to be served by more than one Service Connection, it will be at the sole discretion of the District, in consultation with the Customer, to determine how the parcel will receive water through a metered connection(s). The owner of the parcel will be responsible for the cost of any changes to the service configuration, including the abandonment of any existing unused Service Connection or the upgrade to District current standards of additional Service Connections as determined necessary by the District.
 - (e) The minimum water service size for a new residential Service Connection shall be one inch in diameter.

- (f) No more than one Service Connection per Single Family Residential Parcel will be permitted unless otherwise determined by the District.
 - (g) Each residential unit is required to have its own District-approved Service Connection.
 - (h) A separate metered irrigation service shall be required for all non-residential units.
 - (i) No credit will be allowed for vacancies in multiple family residential units.
 - (j) All non-residential services and multi-family residential structures containing 5 or more units fed from a single connection services shall have water meters with an approved Backflow Prevention Assembly.
2. Use of a 5/8" meter shall be limited to multi-family residential units fed by a single water service such as, but not limited to, duplexes, triplexes, fourplexes, apartment buildings with five or more residential units, and condominiums.
 3. Voluntary Meter Installation on an Existing Residential Service
 - (a) At a Customer's request, the District will install a permanent Meter on an existing un-metered Service Connection for a residential Parcel at no direct charge. However, should the Parcel be within a current main replacement project area that is scheduled for a new water service installation a new meter will be installed only after the installation of the new water main.
 - (b) Upon installation of a Meter, the District will compute and charge the Parcel's water bill based on actual consumption at the Metered Rates stated in Regulation No. 3.

J. Connection to Facilities Extended by District

1. If an Applicant for water service to a Parcel fronting Extension Facilities built with District funds desires to connect to such facilities, he or she shall deposit with the District, together with a New Service application, a portion of the total cost of designing and installing the Extension Facilities. The Applicant's cost share shall be determined by comparing the length of the Applicant's frontage along the right-of-way in which the water service facilities will or have been located to the total combined frontage along said right-of-way of all Parcels served by the Extension Facilities. The District also will calculate and charge all other applicable fees and charges established by District Regulations.
2. If an Applicant chooses, payment of the costs and charges to connect to District-constructed Extension Facilities as defined in Regulation 9, Section A may be deferred for a period not to exceed 12 months from the date on which the District approves the Application for Water Service, provided:

- (a) The Applicant requests the District defer the charges in writing before the date the application is approved, and
 - (b) The full amount of such fees and charges together with interest thereon at the legal rate is guaranteed by a surety bond issued by a surety company acceptable to the District, and the Applicant executes an agreement to make such payment together with interest at the legal rate within the 12-month deferment period, and
 - (c) The deferment is not transferable.
3. Reimbursement for eligible costs of Extension Facilities as defined by Regulation 9, Section A will not be made until all connection charges have been paid by the Applicant.

K. Abandonment of Service Line

The District charge for the abandonment of an existing water service from the existing water main to the Applicant's Parcel shall equal the District's actual cost of materials, labor, equipment and normal overhead charges. The charge for service abandonment shall be in accordance with Regulation 3, Section T.

L. Existing Services

All Service Connections that are not directly affected by an improvement, but which exist on a Parcel to be improved, shall be upgraded to current District Standards if the Landowner intends to use such service(s) in the future. If the unaffected Service Connection(s) will not be used, the Landowner shall be required to abandon such service(s) in accordance with District Standards. This requirement applies to all services that serve other buildings or appurtenances on the Parcel being improved.

District-required upgrades of existing Service Connection(s) shall include, but are not limited to, repair, upgrade and/or replacement of existing facilities to current District Standards.

Credit will be given for existing unused services on improvement projects affecting the Parcel. Credit will be given in the amount of the existing Capacity Fee on the Plan Approval date, subject to abandonment of the unused Service Connection(s) as required herein. Credit will only apply to new Capacity Fees and will not exceed the total for the project.

M. Existing Services on Split Parcels

After a parcel split, the existing service will serve only the Parcel on which it is installed. If any unserved portion of a split Parcel will be developed, the Landowner shall be required to install a New Service on such Parcel in accordance with all applicable District Standards, Ordinances, and Regulations.

Sacramento Suburban Water District

Facility Development Charge Capacity Fee Setting Policy

Adopted: September 15, 2014

Approved with Changes: ~~June 17~~ July 19, 2021**100.00 Purpose of the Policy**

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

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

200.00 Policy

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

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

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

300.00 FDC Consideration and Approval Process

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

Also, the District must make publicly available the FDC capacity fee study and any related data at least 10 days before the meeting at which ~~the a fee~~-proposal to adjust Capacity Fees will be considered. If the Board proposes to adopt the ~~new or increased FDCs~~proposed Capacity Fees, with or without change, the Board may take

that action only by ordinance or resolution. A formal public hearing on the issue is not required.

400.00 Authority

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

500.00 Policy Review

This Policy will be reviewed by the Board of Directors at least biennially.

Sacramento Suburban Water District

Capacity Fee Setting Policy

Adopted: September 15, 2014

Approved with Changes: July 19, 2021

100.00 Purpose of the Policy

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

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

200.00 Policy

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

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

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

300.00 FDC Consideration and Approval Process

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

Also, the District must make publicly available the capacity fee study and any related data at least 10 days before the meeting at which a proposal to adjust Capacity Fees will be considered. If the Board proposes to adopt the proposed Capacity Fees, with or without change, the Board may take that action only by ordinance or resolution. A formal public hearing on the issue is not required.

400.00 Authority

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

500.00 Policy Review

This Policy will be reviewed by the Board of Directors at least biennially.



Agenda Item: 6

Date: July 19, 2021

Subject: Public Hearing on Initial Study and Proposed Mitigated Negative Declaration for Well 80 Walnut/Auburn Project

Staff Contact: David Espinoza, P.E., Senior Engineer

Recommended Board Action:

Conduct a Public Hearing on the Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project.

Note: There is a separate agenda item, and staff report, asking the Board to adopt a Mitigated Negative Declaration for this project (following the Public Hearing).

Discussion:

The District proposes to construct and install a municipal groundwater supply well and pump station on a District owned parcel in the District's North Service Area (NSA). Well 80 Walnut/Auburn will be located at 5334 Walnut Avenue, in unincorporated Sacramento County. See the Attachment 2 for a map showing the location of the proposed well. The well is being constructed for replacement of aging infrastructure and wells lost in the NSA due to infrastructure and water quality issues.

Well 80 Walnut/Auburn is being designed to produce approximately 1,500 gallons per minute (gpm). The new well will include existing connections to both the Sacramento County-owned storm drain and sanitary sewer. An approximately 1,000 to 1,500 square foot building would be constructed to house the motor control center, chlorination facilities, analytical instruments, and facilities.

The projected schedule is to construct the production well in fall 2021, with overall project equipping anticipated to be complete by the end of 2023.

To comply with the California Environmental Quality Act, an Initial Study has been prepared by the District's consultant, Montgomery and Associates', sub-consultant, Ascent Environmental, to evaluate the potential environmental impacts of the project and to propose mitigation for any significant impacts. An electronic copy of the Initial Study/Proposed Mitigated Negative Declaration is available for review on the District's website at www.sswd.org.

Based on the results of the Initial Study, it has been determined that the proposed project would not have significant impacts on the environment. This conclusion is supported by the following findings:

- **No Impact:** agriculture, land use planning, mineral resources, population and housing, public services, and recreation.
- **Less-than-Significant Impacts:** aesthetics, air quality, energy, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, noise, transportation and utilities and service systems, and wildfire.
- **Less-than-Significant Impacts with Mitigation Incorporated:** biological resources, cultural resources, and tribal cultural resources

At the June 21, 2021, regular Board meeting, the District's Board of Directors announced a Public Hearing to be held at their next regular meeting scheduled for July 19, 2021, to receive comments on the Initial Study/Proposed Mitigated Negative Declaration for the Project. The Public Hearing notice was posted at the District's office, website, and project site. The public review period began on May 28, 2021, and ended on June 28, 2021. To date, comments were only received from Sacramento Municipal Utility District, were minor in nature, and have been addressed in the Initial Study/Mitigated Negative Declaration.

Fiscal Impact:

No additional cost. The preparation and filing of the Initial Study/Mitigated Negative Declaration are included in the project budget.

Strategic Plan Alignment:

Water Supply – 1.A. Protect public health and the environment through compliance with all applicable federal, state and local regulations.

Water Supply – 1.B. Provide for the future needs of the District through prudent planning that will ensure sufficient capacity to serve all customers.

Facilities and Operations – 2.B. Monitor and improve the District's efficiencies in operating and maintaining system infrastructure.

This project aligns with the District's goals of planning for future needs, as the production well will maintain groundwater extraction capability to meet existing demand as current wells fail.

Attachments:

1. Public Hearing Statements
2. Location Map
3. Mitigation Monitoring and Report Program Document

Public Hearing of the
Board of Directors of the
Sacramento Suburban Water District
Receiving Comment on the Initial Study and Proposed Mitigated Negative Declaration
for
Well 80 Walnut/Auburn Project

July 19, 2021

President “I hereby open the public hearing on the District’s Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project. This Public Hearing is being held under the provisions of the California Environmental Quality Act. Under the Act, members of the public are encouraged to participate. Any member of the public who would like to provide their input on the Initial Study or the findings should either file written comments by the close of this public hearing with Dan York, General Manager of the District, or address their comments to the Board of Directors at tonight’s hearing. In preparing the Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project, staff and the District’s consultant have considered all public comments provided to date and will consider all additional comments provided during this hearing.

I now would like to call on the District’s General Manager to give a short summary of what will be occurring and the actions that have led to this hearing.”

GM “To comply with the public review requirements under CEQA, a Notice of Intent to Adopt a Mitigated Negative Declaration was posted as the District’s office, project site, and website. The public review period began on May 28, 2021, and ended on June 28, 2021. Interested parties were also invited to participate at this meeting.

The procedures to be followed during this Hearing will be as follows:

Before taking public comment, District staff will present their findings and recommendations relative to the Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project. Staff will also summarize verbal and written comments or protests on these proposals received to date by the District. The Hearing will then be open to take additional public comment.

After receiving any oral or written public comments, the hearing will be closed. The Board will then discuss the Initial Study and Proposed

Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project and may give staff direction concerning the proposed designation. The Board will consider adopting the Initial Study and Mitigated Negative Declaration at the conclusion of the public hearing.”

President *(Introduces staff to make presentations.)*

“General Manager, Dan York, and Senior Engineer, David Espinoza”

SE *(Presentation of Initial Study and Proposed Mitigated Negative Declaration for Well 80 Walnut/Auburn Project.)*

President “Will the Senior Engineer please summarize the verbal and written comments received to date regarding the Initial Study and Proposed Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project.”

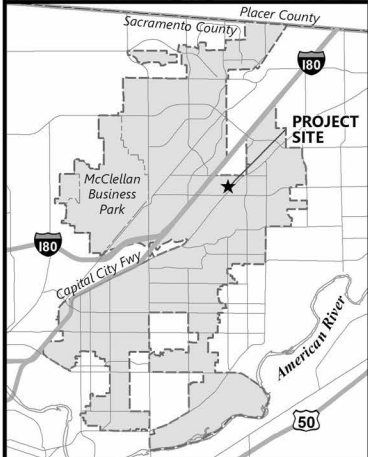
SE *(Reads summary of verbal and written communication(s) received.)*

President “The Board will now receive comments from the public. I would ask that those who wish to speak fill out a speaker card, give the card to General Manager. You will be called in turn to approach the podium. Please remember to give your name and address for the record.”

(Public comment is received from the public.)

(When there appears to be no further comment.)

“Are there any further comments from the public? If not, I declare the Public Hearing closed. On behalf of the Board, we want to thank the public for its participation in this matter. Our agenda calls for the District’s Board of Directors to adopt the Initial Study and Mitigated Negative Declaration for Well 80 Walnut/Auburn Project.”



Portion of Sacramento Suburban Water District



Well 80 Walnut/Auburn Location Map



Prepared by: JWS, SSWD
Sacramento, CA - July 9, 2021
Well 80 Attachment.mxd

MITIGATION MONITORING AND REPORTING PROGRAM

INTRODUCTION

CEQA and the State CEQA Guidelines (PRC Section 21081.6 and State CEQA Guidelines Sections 15091[d] and 15097) require public agencies "to adopt a reporting and monitoring program for changes to the project which it has adopted or made a condition of project approval to mitigate or avoid significant effects on the environment." A Mitigation Monitoring and Reporting Program (MMRP) is required for the proposed project because the Initial Study/Mitigated Negative Declaration (IS/MND) identifies potential significant adverse impacts related to the project implementation, and mitigation measures have been identified to reduce those impacts. Adoption of the MMRP would occur along with adoption of the MND for the Well 80 Walnut/Auburn Project.

PURPOSE OF MITIGATION MONITORING AND REPORTING PROGRAM

This MMRP has been prepared to ensure that all required mitigation measures are implemented and completed in a satisfactory manner prior to implementation of the project. The attached table has been prepared to assist the responsible parties in implementing the mitigation measures. The table identifies the impact, mitigation measures, monitoring responsibility, mitigation timing, and provides space to confirm implementation of the mitigation measures. The numbering of mitigation measures follows the numbering sequence found in the IS/MND.

ROLES AND RESPONSIBILITIES

Sacramento Suburban Water District (SSWD), the lead agency, will be responsible for implementing mitigation measures according to the specifications provided for each measure, as identified in the IS/MND and as listed in the MMRP table below.

Inquiries should be directed to:

Contact: David Espinoza
 State Sacramento Suburban Water District
 3701 Marconi Avenue
 Sacramento, CA 95821
 Phone: (916) 679-2886

SSWD is responsible for overall administration of the MMRP and for verifying that any contractors have completed the necessary actions for each measure.

REPORTING

The SSWD shall document and describe the compliance of the activity with the required mitigation measures either within the attached table or a separate monitoring documentation.

MITIGATION MONITORING AND REPORTING PROGRAM TABLE

The categories identified in the attached MMRP table are described below.

- ▶ Mitigation Measure – This column provides the verbatim text of the adopted mitigation measure.
- ▶ Implementation Responsibility – This column identifies the party responsible for implementing the mitigation measure.
- ▶ Timing – This column identifies the time frame in which the mitigation will be implemented.
- ▶ Verification – This column is to be dated and signed by the person (either project manager or his/her designee) responsible for verifying compliance with the requirements of the mitigation measure.

Mitigation Monitoring and Reporting Program

Mitigation Measures	Implementation Responsibility	Timing	Verification
Biological Resources			
<p>Mitigation Measure 3.4-1: Conduct Focused Surveys for Special-Status Birds and Other Native Nesting Birds and Implement Protective Buffers SSWD shall implement the following measures to avoid the removal of active raptor nests, including white-tailed kite.</p> <ul style="list-style-type: none"> ▶ Trees slated for removal shall be removed during the period of September through January, to avoid the nesting season. ▶ If trees are to be removed, or if construction activity (which includes clearing, grubbing, or grading) is to commence within 500 feet of nesting habitat during the nesting season, which is February through August, a survey for active bird nests shall be conducted by a qualified biologist no more than 14 days before construction or tree removal. Trees shall only be removed if no active nests are found. ▶ If active nest(s) are found in the survey area, an appropriate non-disturbance buffer shall be established by a qualified biologist and maintained around the nest to prevent nest failure. CDFW guidelines recommend implementation of a buffer of 500 feet for raptors unless there is a species-specific buffer, but the size of the buffer may be adjusted if a qualified biologist, in consultation with CDFW, determines that such an adjustment would not be likely to adversely affect the nest. All construction activities shall be avoided within this buffer area until a qualified biologist determines that nestlings have fledged, or until September 1. Monitoring of the nest by a qualified biologist during and after construction activities will be required if the activity has potential to adversely affect the nest. If construction activities cause the nesting bird to vocalize, make defensive flights at intruders, get up from a brooding position, or fly off the nest, then the no-disturbance buffer shall be increased until the agitated behavior ceases. 	<p>SSWD and a qualified botanist</p> <p>SSWD and a qualified botanist</p> <p>SSWD and a qualified botanist</p>	<p>September – January to avoid the nesting season</p> <p>February – August, during the nesting season, no more than 14 days prior to construction,</p> <p>Prior to and during construction</p>	

Mitigation Measures	Implementation Responsibility	Timing	Verification
<p>Mitigation Measure 3.4-2: Identify Oak Trees and Protect in Place or Compensate for Removal</p> <p>SSWD shall implement the following measures to avoid, minimize, and compensate for impacts to valley oak (<i>Quercus lobata</i>) trees due to the Well 80 project.</p> <ul style="list-style-type: none"> ▶ The location of all trees to be retained shall be shown on all site plans (e.g., site grading, drainage, and utility plans). ▶ A tree survey shall be conducted by a qualified arborist prior to removal of any trees within the project site. In accordance with the California Oak Woodlands Conservation Act (California PRC Section 21083.4), the arborist survey shall identify all oak trees of five inches or more in diameter at dbh. The arborist survey shall also identify all native and nonnative trees on site measuring a minimum of 6 inches in diameter or 10 inches aggregate for multi-trunk trees at 4.5 feet above ground. ▶ Prior to pruning or removal of any Heritage Trees protected by the Sacramento County Tree Preservation Ordinance, SSWD shall obtain a permit from the County. Pruning shall be done by a certified arborist or certified tree worker in accordance with the best management practices for pruning. ▶ Prior to ground disturbing activities, SSWD shall place a 4-foot-tall exclusion fence (i.e., brightly colored orange snow fence) at least 2 feet outside the drip line of the valley oak trees to be retained that are located adjacent to any grading, underground utility, or other developmental activity. ▶ For those oak trees that cannot be avoided, SSWD shall either: (a) replace the valley oak trees in-kind in accordance with the established tree planting specifications, the combined diameter of which shall equal the combined diameter of the trees removed, or (b) contribute funding to the Sacramento Tree Foundation's Greenprint program in an amount proportional to the valley oak tree canopy lost due to the project. The tree canopy loss shall be determined by a certified arborist. 	<p>SSWD and a qualified arborist</p> <p>SSWD and a qualified arborist</p> <p>SSWD and a qualified arborist</p> <p>SSWD and a qualified arborist</p>	<p>Prior to removal of trees</p> <p>Prior to any pruning or removal of any Heritage Trees</p> <p>Prior to ground disturbing activities</p> <p>When oak tree removal occurs</p>	
<p>Cultural and Tribal Cultural Resources</p>			
<p>Mitigation Measure 3.5-1: Protection of Known and Unknown Archaeological Resources</p> <p>The following should be implemented during any ground-disturbing activities associated with project construction:</p> <ul style="list-style-type: none"> ▶ In the event that unknown buried cultural deposits (e.g., prehistoric stone tools, milling stones, historic glass bottles, foundations, cellars, privy pits) are encountered during project construction, all ground-disturbing activity within 30 feet of the resources shall be halted and a qualified professional archaeologist 	<p>SSWD, construction contractor, and qualified archaeologist</p>	<p>During construction</p>	

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Agenda Item: 7

Date: July 19, 2021

Subject: Adoption of an Initial Study/Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project

Staff Contact: David Espinoza, P.E., Senior Engineer

Recommended Board Action:

Adopt the Initial Study/Mitigated Negative Declaration for the Well 80 Walnut/Auburn Project and authorize the General Manager to execute a Notice of Determination.

Discussion:

The Initial Study/Mitigated Negative Declaration satisfies District's obligation under the California Environmental Quality Act for the Well 80 Walnut/Auburn Project (Project).

Based on the findings in the Initial Study, and after conducting a Public Hearing on July 19, 2021, to receive any further public comments on the proposed Project, a Mitigated Negative Declaration is judged to be suitable for this Project. If the Initial Study/Mitigated Negative Declaration is adopted by the Board and the Board approves the Project, the required Notice of Determination would then be executed by the General Manager and filed with the County Clerk/Recorder and with the State Clearinghouse. A copy of the Notice of Determination is included with this report as Attachment 1.

Fiscal Impact:

No significant additional costs are associated with the adoption of this Initial Study/Mitigated Negative Declaration, or the filing of the Notice of Determination.

Strategic Plan Alignment:

Water Supply – 1.A. Protect public health and the environment through compliance with all applicable federal, state and local regulations.

Water Supply – 1.B. Provide for the future needs of the District through prudent planning that will ensure sufficient capacity to serve all customers.

Facilities and Operations – 2.B. Monitor and improve the District's efficiencies in operating and maintaining system infrastructure.

This Project aligns with the District's goals of planning for future needs, as the production well will maintain groundwater extraction capability to meet existing demand as current wells fail.

Attachments:

1. Notice of Determination

Notice of Determination**Appendix D****To:**

Office of Planning and Research
U.S. Mail: _____ *Street Address:* _____
 P.O. Box 3044 1400 Tenth St., Rm 113
 Sacramento, CA 95812-3044 Sacramento, CA 95814

County Clerk
 County of: _____
 Address: _____

From:

Public Agency: _____
 Address: _____

 Contact: _____
 Phone: _____

Lead Agency (if different from above): _____
 Address: _____

 Contact: _____
 Phone: _____

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): _____

Project Title: _____

Project Applicant: _____

Project Location (include county): _____

Project Description:

This is to advise that the _____ has approved the above
 (Lead Agency or Responsible Agency)

described project on _____ and has made the following determinations regarding the above
 (date)
 described project.

1. The project [will will not] have a significant effect on the environment.
2. An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
 A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [were were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [was was not] adopted for this project.
5. A statement of Overriding Considerations [was was not] adopted for this project.
6. Findings [were were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

 Signature (Public Agency): _____ Title: _____

Date: _____ Date Received for filing at OPR: _____



Agenda Item: 8

Date: July 19, 2021

Subject: Resolution No. 21-10 Honoring Douglas Cater, Production Superintendent, on His Upcoming Retirement

Staff Contact: Dan York, General Manager

Recommended Board Action:

Adopt Resolution No. 21-10 Honoring Douglas Cater, Production Superintendent, on His Upcoming Retirement.

Discussion:

Douglas Cater (Mr. Cater) has been a valued employee of the Sacramento Suburban Water District for over 27 years, having been hired on August 1, 1994. His last day of work as the Production Superintendent will be August 1, 2021. The resolution commemorates his service. Staff has prepared a ceremonial, framed version of the resolution for presentation to Mr. Cater.

Fiscal Impact:

Negligible.

Strategic Plan Alignment:

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.

This resolution benefits District customers in that it recognizes a long-term employee's dedication to making the District a more efficient organization with superior customer service and increased water supply reliability.

**Resolution No. 21-10
A Resolution Honoring
Douglas Cater
On His Retirement**

Whereas, Douglas “Doug” Cater completed 27 years of service with the Sacramento Suburban Water District, having been hired on August 1, 1994; and

Whereas, Doug’s dedication to public service and expertise in utility management made the Sacramento Suburban Water District a more efficient organization with improved customer service and increased water supply reliability; and

Whereas, Doug has mentored District staff, implemented numerous procedures improving District operations, and set an example to be followed in the future by staff who were fortunate to have worked with him; and

Whereas, Doug earned the admiration and respect of his fellow employees, management staff, the Board of Directors and the public for his dedication, collegiality, enthusiasm, and hard work; and

Whereas, Doug can now spend time with family, including his five grandchildren, enjoy the ranch life wrangling cattle, spend time enjoying his vegetable garden, travel the country in his RV, finally get some much needed practice playing Corn Hole, do more crabbing even though he doesn’t eat seafood, enjoy long morning walks, turning his Pavement Princess Jeep into a real Jeep, enjoy more Hallmark movies with his wife Deanne, and work on that honey-do list.

Now therefore, be it resolved by the Board of Directors of the Sacramento Suburban Water District that:

The Board of Directors expresses its deep and sincere appreciation to Doug Cater for his years of dedicated public service to the District.

The Board of Directors wishes Doug 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 19th day of July 2021.

AYES:

NOES:

ABSENT:

By: _____
Robert Wichert
President, Board of Directors
Sacramento Suburban Water District

(SEAL)

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



Agenda Item: 9

Date: July 19, 2021

Subject: Water Conservation – Reduce Water Use Update

Staff Contact: Greg Bundesen, Water Conservation Supervisor

Recommended Board Action:

1. Continue with the Adequate Water Supply declaration made on May 17, 2021.
2. Ask District customers to voluntarily reduce water use by 15% when compared to 2020 usage.

Summary:

On July 8, 2021, Governor Newsom extended the drought emergency proclamation to nine additional counties. He also issued Executive Order N-10-21 calling on all Californians to voluntarily reduce water use by 15%. The Governor tasked the State Water Resources Control Board (SWRCB) with tracking the progress of the 15% reduction with monthly a reporting requirement for water agencies. There are no state imposed mandatory reduction targets at this time. Staff is recommending that the Board request that customers reduce water use by 15% with the recommended actions currently outlined in the District's Adequate Water Supply stage. Staff is not requesting any mandatory water reduction actions at this time.

Discussion:

On May 17, 2021, the Board of Directors (Board) declared Adequate Water Supply conditions and called on all District customers to use water as efficiently as possible. To use water as efficiently as possible, the Board recommended that customers water their lawns only three days per week, set their weather-based sprinkler timers to 80% of evapotranspiration, install pool covers, fix leaks within 48 hours of discovery, participate in District rebate programs, and participate in a Water-Wise House Call. The Board also increased Water Conservation Program funding to implement additional rebate programs, conduct late-night water use review, conduct door-to-door messaging, and provide monthly water conservation related staff presentations. Staff did not request that the Board assign any kind of voluntary reduction target (i.e. 10%, 15%, etc.), as District supplies were, and remain, adequate to provide 100% of customer demand.

On July 8, 2021, California Governor Gavin Newsom issued a Proclamation of a State of Emergency (Proclamation) and Executive Order N-10-21. The Proclamation extended the May 10, 2021, State of Emergency to Inyo, Marin, Mono, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, and Santa Cruz counties. With the addition of the aforementioned counties, 50 counties are now listed in a state of drought emergency. See Attachment 1 to review

the Proclamation. Executive Order N-10-21 calls on all Californians to voluntarily reduce their water use by 15% from their 2020 levels. The Executive Order outlines five actions Californians can take to achieve the 15% reduction. Those actions include the following:

1. Reduce outdoor water use;
 - a. Water one day less per week;
 - b. Do not water during or immediately after rainfall;
 - c. Water during the cooler parts of the day; and,
 - d. Use a weather-based sprinkler timer.
2. Run dishwashers and clothes washers only when full;
3. Find and fix leaks;
4. Install water-efficient showerheads and take a shorter shower; and,
5. Use a shutoff nozzle on hoses and take cars to a commercial car wash that uses recycled water.

The District is currently implementing all of the Governor’s recommended actions.

In addition to the voluntary calls for water conservation, the Executive Order states that the State Water Resources Control Board shall track and report monthly on the state’s progress toward achieving a 15% reduction in statewide water use as compared to 2020 water use. Staff has analyzed the 2021 water production through June and compared it to the 2020 production data. As of June 30, 2021, District water use is up 7%, when compared to the same timeframe in 2020. There are several factors that contribute to the increase in water use in 2021 when compared to 2020. For example, April 2021 water production was 38.6% above the April 2020 water production. One of the primary factors for the April increase is that total rainfall in April 2020 was 3.05 inches, while the rainfall total in April 2021 was just 0.05 inches. The temperature was also three degrees hotter in April 2021 causing customers to begin irrigating their yards much earlier in 2021 than 2020.

Staff is requesting that the Board add a reduction target to the May 17, 2021, Water Conservation Stage Declaration and call on all District customers to voluntarily reduce water use by 15%. Staff recommends that the Water Conservation Program continue to focus on water use efficiency and not make the 15% reduction mandatory. Along with the other messages outlined in the Executive order, staff will continue to recommend watering only three days per week, that customers take advantage of District rebates, and that customers participate in a Water-Wise House Call.

Fiscal Impact:

Staff is not requesting any additional funding for water conservation related activities at this time. Staff has analyzed the impacts to revenue should customers reduce water use by 15% from July to December 2021. In the event customers reduce water consumption by 15%, the District would experience a reduction in revenue by \$1,592,033; however, if customers achieve a reduction of 15%, the District will not produce as much water which will result in a cost savings of \$273,794. The net fiscal impact of a 15% reduction is estimated to be \$1,318,239.

Strategic Plan Alignment:

Goal A – Provide a high quality reliable water supply by ensuring it is sustainable, clean and safe.

Goal B – Optimize operational and organizational efficiencies

Goal D – Maintain excellent customer service

Attachments

1. Proclamation of a State of Emergency
2. Executive Order N-10-21

PROCLAMATION OF A STATE OF EMERGENCY

WHEREAS climate change is intensifying the impacts of droughts on our communities, environment, and economy, and California is in a second consecutive year of dry conditions, resulting in drought in all parts of the State and extreme or exceptional drought in most of the state; and

WHEREAS in response to climate change and worsening drought conditions, I issued proclamations on April 12 and May 10, 2021, proclaiming drought emergencies in the counties of Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kern, Kings, Lake, Lassen, Madera, Mariposa, Mendocino, Merced, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Joaquin, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, and Yuba, which have faced the most dire and severe drought conditions; and

WHEREAS since my May 10, 2021 Proclamation, California's water supplies continue to be severely depleted, and high temperatures are now increasing water loss from reservoirs and streams (especially north of the Tehachapi Mountains), and thus demands by communities and agriculture have increased, supplies of cold water needed for salmon and other anadromous fish that are relied upon by tribal, commercial, and recreational fisheries have been reduced, and risk has increased of drought impacts continuing in 2022 because of continued water loss from climate change-driven warming temperatures and less water available in reservoirs and streams from two years of below average precipitation; and

WHEREAS the counties of Inyo, Marin, Mono, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, and Santa Cruz are now experiencing emergency drought conditions as well; and

WHEREAS it is necessary to expeditiously mitigate the effects of the drought conditions to ensure the protection of health, safety, and the environment; and

WHEREAS under Government Code Section 8558(b), I find that the conditions caused by the drought, by reason of their magnitude, are or are likely

to be beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to appropriately respond; and

WHEREAS under Government Code Section 8625(c), I find that local authority is inadequate to cope with the drought conditions; and

WHEREAS to protect public health and safety, it is critical the State take certain immediate actions without undue delay to prepare for and mitigate the effects of the drought conditions, and under Government Code Section 8571, I find that strict compliance with various statutes and regulations specified in this proclamation would prevent, hinder, or delay the mitigation of the effects of the drought conditions.

NOW THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist due to drought in the additional nine counties of Inyo, Marin, Mono, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, and Santa Cruz, such that a drought state of emergency is now in effect in 50 counties (collectively, "Proclaimed Drought Counties").

IT IS HEREBY ORDERED THAT:

- 1) All agencies of the state government are to utilize and employ state personnel, equipment, and facilities for the performance of any and all activities consistent with the direction of the Governor's Office of Emergency Services and the State Emergency Plan. Also, to protect their safety, all residents are to obey the direction of emergency officials with regard to this emergency in order to protect their safety.
- 2) The orders and provisions contained in my April 21, 2021 and May 10, 2021 Proclamations remain in full force and effect, except as modified herein. State agencies shall continue to implement all directions from those Proclamations and accelerate implementation where feasible.
- 3) Consistent with the policies stated in Water Code Section 1011.5(a), local agencies are encouraged to take actions to coordinate use of their available supplies and to substitute an alternate supply of groundwater from existing groundwater wells for the unused portion of surface water that the local agency is otherwise entitled to use. For actions taken pursuant to this paragraph in the Proclaimed Drought Counties, the provisions of Chapter 3 (commencing with Section 85225) of Part 3 of

Division 35 of the Water Code and regulations adopted pursuant thereto are suspended for any (a) actions taken by state agencies pursuant to this paragraph, (b) actions taken by a local agency where the state agency with primary responsibility for implementing the directive concurs that local action is required, and (c) permits or approvals necessary to carry out actions under (a) or (b). The entities implementing this paragraph shall maintain on their websites a list of all activities or approvals that rely on the suspension of the foregoing Water Code provisions.

- 4) To ensure adequate, minimal water supplies in the Proclaimed Drought Counties for purposes of health, safety, and the environment, the State Water Resources Control Board (Water Board) shall consider modifying requirements for reservoir releases or diversion limitations to conserve water upstream later in the year in order to protect cold water pools for salmon and steelhead, enhance instream conditions for fish and wildlife, improve water quality, protect carry over storage, or ensure minimum health and safety water supplies. The Water Board shall require monitoring and evaluation of any such changes to inform future actions. Nothing in this paragraph limits the effect of operative paragraph 4 of my May 10, 2021 Proclamation.
- 5) To support voluntary approaches where hydrology and other conditions allow, the Water Board shall expeditiously consider water transfers requests with respect to the Proclaimed Drought Counties. For purposes of carrying out this paragraph, the following requirements of the Water Code are suspended:
 - a. Section 1726(d) requirements for written notice and newspaper publication, provided that the Water Board shall post notice on its website and provide notice through electronic subscription services where interested persons can request information about temporary changes; and
 - b. Section 1726(f) requirement of a 30-day comment period, provided that the Water Board shall afford a 15-day comment period.
- 6) Operative paragraph 8 of my April 21, 2021 Proclamation and operative paragraph 2 of my May 10, 2021 Proclamation are withdrawn and superseded by the following which shall apply in the Proclaimed Drought Counties.

As necessary to assist local governments and for the protection of public health and the environment, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services necessary

to quickly assist with the response to and recovery from the impacts of the drought. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of the drought. Approval of the Department of Finance is required prior to the execution of any contract entered into pursuant to this provision.

- 7) Operative paragraph 7 of my May 10, 2021 Proclamation is withdrawn and superseded by the following which shall apply in the Proclaimed Drought Counties:

To prioritize drought response and preparedness resources, the Department of Water Resources, the Water Board, the Department of Fish and Wildlife, and the Department of Food and Agriculture, in consultation with the Department of Finance, shall:

- a. Accelerate funding for water supply enhancement, water conservation, or species conservation projects.
 - b. Identify unspent funds that can be repurposed to enable projects to address drought impacts to people, ecosystems, and economic activities.
 - c. Recommend additional financial support for groundwater substitution pumping to support Pacific flyway habitat needs in the lower Sacramento River and Feather River portions of the Central Valley in the Fall of 2021.
- 8) To ensure protection of water in the Proclaimed Drought Counties needed for health, safety, and the environment, the Water Board shall consider emergency regulations to curtail water diversions when water is not available at water right holders' priority of right or to protect releases of stored water.
- 9) To ensure critical instream flows for species protection, the Water Board and Department of Fish and Wildlife shall evaluate the minimum instream flows and other actions needed to protect salmon, steelhead, and other native fishes in critical streams systems in the State and work with water users and other parties on voluntary measures to implement those actions. To the extent voluntary actions are not sufficient, the Water Board, in coordination with the Department of Fish and Wildlife, shall consider emergency regulations to establish minimum drought instream flows in the Proclaimed Drought Counties.

- 10) To proactively prevent situations where a community runs out of drinking water, the Water Board, the Department of Water Resources, the Office of Emergency Services, and the Office of Planning and Research shall assist local agencies in the Proclaimed Drought Counties with identifying acute drinking water shortages in domestic water supplies, and shall work with local agencies in implementing solutions to those water shortages.
- 11) The Department of Fish and Wildlife, in consultation with the Department of Water Resources and the Water Board, shall identify and coordinate actions to mitigate drought-related fisheries impacts in critical stream systems and identify possible mechanisms for accomplishing those actions.
- 12) For purposes of carrying out or approving any actions contemplated by the directives in operative paragraphs 4 through 9, in the Proclaimed Drought Counties, the environmental review by state agencies required by the California Environmental Quality Act in Public Resources Code, Division 13 (commencing with Section 21000) and regulations adopted pursuant to that Division are hereby suspended to the extent necessary to address the impacts of the drought.

For purposes of carrying out the directives in operative paragraph 3 and 10, in the Proclaimed Drought Counties, for any (a) actions taken by the listed state agencies pursuant to that directive, (b) actions taken by a local agency where the Office of Planning and Research concurs that local action is required, and (c) permits necessary to carry out actions under (a) or (b), Public Resources Code, Division 13 (commencing with Section 21000) and regulations adopted pursuant to that Division are hereby suspended to the extent necessary to address the impacts of the drought. The entities implementing these directives shall maintain on their websites a list of all activities or approvals for which these provisions are suspended.

This Proclamation is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

I FURTHER DIRECT that as soon as hereafter possible, this proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this proclamation.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 8th day of July 2021.

GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY WEBER
Secretary of State

EXECUTIVE ORDER N-10-21

WHEREAS communities across California are experiencing more frequent, prolonged, and severe impacts of climate change including catastrophic wildfires, extreme heat and unprecedentedly dry conditions that threaten the health of our people, habitat for species and our economy; and

WHEREAS severe drought afflicts the American West and increasingly warming temperatures driven by climate change exacerbate harmful drought effects including disruption of drinking water and irrigation supplies, degradation of fish and wildlife habitat, and heightened flammability of wildland vegetation; and

WHEREAS on April 21 and May 10, 2021, I issued proclamations that a state of emergency exists in a total of 41 counties due to severe drought conditions and directed state agencies to take immediate action to preserve critical water supplies and mitigate the effects of drought and ensure the protection of health, safety, and the environment; and

WHEREAS today, I issued a further proclamation of a state of emergency due to drought conditions in nine additional counties (Inyo, Marin, Mono, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, and Santa Cruz), and directed state agencies to take further actions to bolster drought resilience and prepare for impacts on communities, businesses, and ecosystems; and

WHEREAS drought conditions present urgent challenges, including the risk of drinking water shortages in communities, greatly increased wildfire activity, diminished water for agricultural production, adverse impacts on fisheries, and additional water scarcity if drought conditions continue into next year; and

WHEREAS agriculture is an important economic driver in California that has made significant investments in irrigation efficiencies such that nearly 70 percent of the nation's farmland using drip and micro-irrigation is located in California, and despite that investment, many agricultural producers are experiencing severe reductions in water supplies and are fallowing land in response to current dry conditions; and

WHEREAS action by Californians now to conserve water and to extend local groundwater and surface water supplies will provide greater resilience if the drought continues in future years; and

WHEREAS during the 2012-2016 drought, Californians did their part to conserve water, with many taking permanent actions that continue to yield benefits; per capita residential water use statewide declined 21 percent between the years 2013 and 2016, and has remained on average 16 percent below 2013 levels as of 2020; and

WHEREAS local water suppliers and communities have made strategic and forward-looking investments in water recycling, stormwater capture and reuse, groundwater storage and other strategies to improve drought resilience; and

WHEREAS there is now a need to augment ongoing water conservation and drought resilience investments with additional action to extend available supplies, protect water reserves in case drought conditions extend to a third year and maintain critical flows for fish and wildlife.

NOW THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, do hereby issue the following order to become effective immediately.

IT IS HEREBY ORDERED THAT:

- 1) To preserve the State's surface and groundwater supplies and better prepare for the potential for continued dry conditions next year, and to join existing efforts by agricultural water users, public water systems, and governmental agencies to respond to water shortages, I call on all Californians to voluntarily reduce their water use by 15 percent from their 2020 levels. Commonsense measures Californians can undertake to save water and money include:
 - a. Irrigating landscapes more efficiently. As much as 50 percent of residential water use goes to outdoor irrigation, and much of that is wasted due to evaporation, wind, or runoff caused by inefficient irrigation methods and systems. Watering one day less per week, not watering during or immediately after rainfall, watering during the cooler parts of the day and using a weather-based irrigation controller can reduce irrigation water use, saving nearly 8,800 gallons of water per year.
 - b. Running dishwashers and washing machines only when full. Full laundry loads can save 15–45 gallons per load. Full dishwasher cycles can save 5–15 gallons per load.
 - c. Finding and fixing leaks. A leaky faucet that drips at the rate of one drip per second can waste nearly 3,200 gallons per year.
 - d. Installing water-efficient showerheads and taking shorter showers. Keeping showers under five minutes can save 12.5 gallons per shower when using a water-efficient showerhead.
 - e. Using a shut-off nozzle on hoses and taking cars to commercial car washes that use recycled water.

The State Water Resources Control Board (Water Board) shall track and report monthly on the State's progress toward achieving a 15-percent reduction in statewide urban water use as compared to 2020 use.

- 2) State agencies, led by the Department of Water Resources and in coordination with local agencies, shall encourage actions by all Californians, whether in their residential, industrial, commercial, agricultural, or institutional use, to reduce water usage, including through the statewide Save Our Water conservation campaign at SaveOurWater.com, which provides simple ways for Californians to reduce water use in their everyday lives.

- 3) The Department of Water Resources shall monitor hydrologic conditions such as cumulative precipitation, reservoir storage levels, soil moisture and other metrics, and the Water Board shall monitor progress on voluntary conservation as ongoing indicators of water supply risk that may inform future drought response actions.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 8th day of July 2021.

GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY N. WEBER, PH.D.
Secretary of State



Agenda Item: 10

Date: July 19, 2021

Subject: Employee Handbook Review – Sick Leave

Staff Contact: Susan Schinnerer, Human Resources Administrator

Recommended Board Action:

Direct the General Manager to make changes to the Employee Handbook regarding sick leave as follows by choosing one of the following three options:

Either: 1) Make the following changes to the Employee Handbook regarding sick leave as follows (similar to original recommendation at the June 16, 2021 Employee Benefits Ad Hoc Committee meeting):

Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.

Upon retirement, the District will continue to offer employees payment for accrued unused sick leave, have any or all of the amount paid into a deferred compensation plan, or converted into additional CalPERS service year credit, as is the current process as stated in the Employee Handbook. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.

OR

2) Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.

Upon retirement, for new employees hired after August 1, 2021, accrued sick leave hours can be paid out or into to a deferred compensation account based on an established schedule based on years of District service (see below) or converted to CalPERS service credit.

No more than 960 hours (120 days) of accumulated sick leave may be used to determine the amount of hours which the employee can be compensated at time of retirement, either for a cash payout or to a deferred compensation account. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.

Any remaining hours over 960 will be converted to CalPERS service year credit.

<u>CREDITED YEARS OF SSWD SERVICE</u>	<u>PERCENTAGE OF SICK LEAVE PAYOUT</u>
10	50
11	55
12	60
13	65
14	70
15	75
16	80
17	85
18	90
19	95
20	100

OR

- 3) Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.

Upon retirement, for new employees hired after August 1, 2021, the District will cease cash payouts and the ability to have any or all of the amount paid into a deferred compensation plan at retirement. The District will instead allow retiring employees to convert accrued sick leave to CalPERS service year credit only. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.

Staff emphasizes to the Board the recommendation to be fair to the District’s long term and loyal employees, and asks that any changes that the Board makes be prospective in nature and be applicable to employees hired after August 1, 2021.

Employee Benefits Committee Meeting – June 16, 2021:

At the Employee Benefits Ad Hoc Committee (Committee) meeting, as part of the District’s efforts to remain competitive within the current job market and maintain fiscal responsibility, and as a part of an ongoing update to the Employee Handbook, District staff presented information on sick leave accrual in comparison to similar agencies. The Committee asked staff for more detailed information on the sick leave information presented, and during the subsequent Board Meeting on June 21, 2021, the Board directed staff to continue further analysis on the sick leave program, particularly regarding accrual and retirement, and provide such information at the next Board meeting.

The Employee Handbook currently states that District employees 55 and over may accrue unlimited sick leave, though they can cash out any amount of accumulated sick leave exceeding 240 hours at ½ their current rate of pay once per year in December. Employees under age 55 are

allowed a maximum of 240 sick leave hours, and are paid out once per year in December at $\frac{1}{2}$ their rate of pay for hours in excess of 240. The District does not pay out sick leave at separation. District staff surveyed comparable agencies and found that they allow unlimited accrual of sick leave without age restrictions. The agencies who do have a sick leave hour maximum accrual have a higher maximum allowed than the District's 240 hours. Some agencies allow but limit the amount of hours that the employee can cash out during active employment, but almost all, the District included, preclude cash outs at separation. Only one agency provides a cash payout of sick leave upon separation, which is paid on a scale based on years of service.

In addition, most all agencies, including the District, allow sick leave hours to convert to service credit in retirement per their contracts with CalPERS. Some agencies allow for cash outs of sick leave accruals at retirement. These allowances for payment and/or conversion of sick leave accrual are used as a tool to maintain longevity among staff, reduce turnover rates, and demonstrate a sense of appreciation to long-term employees.

Upon analyzing District staff over 55, there are currently 13 employees who have over 240 hours of sick leave (out of 19 total). The average number of accrued sick leave hours among those employees is 331 hours. In consideration of CalPERS' requirement of 2,000 hours of sick leave to equal 1 year of service credit, sick leave accrual hours at the District are comparatively low.

For staff under 55 who were paid out because they were over the maximum allowed accrual of 240 hours in 2020, 16 staff members were paid out a total of \$18,489. The average hours per payout was 51.56 hours, and the average payout amount was \$1,156 at $\frac{1}{2}$ employee's normal pay rate.

Fiscal Impact:

Cost savings or increases will vary depending on the option that the Board chooses. Because there is limited ability to surmise how many hours of sick leave each future staff member will accumulate since there is no way to predict the age and future tenure of District employees, staff is unable to provide a specific dollar amount for this savings.

There would be a reduction in cash payouts if the District ceases to pay out employees under 55 for sick leave hours over 240.

If the Board opts to pay accrued sick leave balances out at retirement at a percentage of sick leave accrual based on years of service, with a cap on the number of hours available to receive the payout, future payout amounts could be reduced.

Allowing accrued sick leave hours to convert to service year credit is the least costly option for the District, since service year credits cost less than the full amount of an employee's sick leave hours.

Employee Handbook Review – Sick Leave

July 19, 2021

Page 4 of 4

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Goal E: Retain and Recruit a Qualified and Stable Workforce

Attachments:

1 – Sick Leave (SL) Comparison 2021

2 - Employee Handbook re: Sick Leave (pages 25-27)

3 - PowerPoint Presentation

Sick Leave (SL) Comparison 2021
Attachment 1

AGENCY	Sick Lave Annual Accrual (days/year)	Sick Leave Max Accrual	Sick Leave Cash Out
Sacramento Suburban Water District	12	Unlimited accrual over age 55. Mandatory buy out over 240 hours for employees under 55.	Retirement: District pays EE for all unused SL at rate of pay OR credit to PERS OR deferred comp. Separation: No cash value. Payout: 55 + can cash out SL exceeding 240 hours at 1/2 of current rate of pay in December if desired. Under 55 are paid out at 1/2 their rate of pay for SL exceeding 240 hours in December or have option to add hours to deferred comp plan.
Carmichael WD	12	Unlimited	
Citrus Heights WD	12	Unlimited	
City of Davis	12	Unlimited	Retirement: SL converted to service credit to PERS. Separation: No cash value.
City of Folsom	Included in Annual Leave Bank for use as vacation or sick leave	Unlimited except for Public Safety - caps at 400	Retirement: SL converted to service credit to PERS. Separation: No cash value. Payout: Up to 40 hours of annual leave can be cashed out each year for non-shift personnel.
City of Roseville	12	Unlimited	Retirement: SL cashed out or credited to PERS at percentages based on length of service. Separation/Payout: No cash value.

Sick Leave (SL) Comparison 2021
Attachment 1

AGENCY	Sick Lave Annual Accrual (days/year)	Sick Leave Max Accrual	Sick Leave Cash Out
City of Sacramento	12	480	<p>Retirement/Separation for PERS members hired prior to 1/1/2005 with more than 20 YOS: May receive payment for 33 1/3 of total SL credits OR PERS credit. Retirement for EEs hired after 1/1/2005: Convert SL balance to service credit.</p> <p>Separation: No cash value. Payout: Cash payment of up to 25% of unused SL from prior year provided 60 SL days remain in bank after payment.</p>
City of West Sac	12	Unlimited	<p>Retirement, layoff or death: Up to 50% payoff of hours at separation rate with remaining hours to service credit OR 100% of hours as service credit.</p> <p>Separation/Payout: None.</p>
City of Woodland	12	Unlimited	<p>Retirement: Converted to PERS credit.</p> <p>Separation: No cash value.</p>
El Dorado Irrigation District	<i>First 3 years: 160 hours. 4-9 years: 200. 10-14 years: 240. 15 or more years: 280</i>	PTO - 280 in Bank A; unlimited in Bank B.	<p>Retirement: Ability to convert all or some to PERS service credit. Separation: Bank A - considered vacation time and paid at base rate.</p> <p>Payout: None from Bank B.</p>

Sick Leave (SL) Comparison 2021
Attachment 1

AGENCY	Sick Lave Annual Accrual (days/year)	Sick Leave Max Accrual	Sick Leave Cash Out
Elk Grove WD	12 (categorized as PTO)	320	Retirement/Separation: Unused accrued PTO will be paid out. Payout allowed for all or part of PTO hours upon written approval of GM.
Fair Oaks WD	10	Unlimited	
Placer County Water Agency	12	Unlimited	<p>Retirement: Allows cash out, time credit, and premiums for health/accident insurance for EE paid for each day of unused accrued SL or combination.</p> <p>Separation: EEs with more than 1 year of employment separating in good standing receive cash out at percentages based on years of service but are prohibited from re-employment within 90 days.</p> <p>Payout: No payouts, but EEs may "buy back" leave time used during medical Leaves of Absence.</p>
Sacramento County	15	Unlimited	<p>Retirement: For management, cash value of one half of accrued SL. PERS service credit to all employees.</p> <p>Separation: No cash value. Payout: Sick Leave/Wellness Incentive - If employees use 12 hours or less of SL in a 6 month period, they receive 8 hours of PTO to be used in next 6 months.</p>
San Juan WD	12	480	Payout: EEs get payout at end of FY for any amounts over 480 at 50% of value of leave - with other 50% removed from bank to bring balance below 480 for new FY.

Sick Leave (SL) Comparison 2021
Attachment 1

AGENCY	Sick Lave Annual Acrual (days/year)	Sick Leave Max Accrual	Sick Leave Cash Out
Amador Water Agency	12	Unlimited	Retirement: SL Converted to PERS service credit upon retirement. Separation/Payout: No Cash value.
Stockton East WD	12	Unlimited	

D. Sick Leave

When an employee is absent from work, it affects everyone in his/her department and the District as a whole. Sick leave should be viewed as a form of insurance that is accumulated in order to minimize the economic hardships that may result from extraordinary, unexpected or emergency need to take time off, such as short-term illness or injury to an employee or a covered family member, which includes the employee's spouse, registered domestic partner, child/stepchild, parent/stepparent, sibling, grandparent and grandchild. Time off for medical and dental appointments will be treated as sick leave, and visits related to pregnancy, regardless of the employee's marital status, will also be allowed if medical verification is provided. Advance notice and approval of scheduled medical, dental, vision and related appointments is required to avoid work group calendar conflicts and coverage concerns. Sick leave is not intended to be used in lieu of vacation. The General Manager has discretion to approve or deny the use of sick leave.

Sick leave benefits for Introductory/Regular/Management employees accrue at the rate of twelve (12) days (or 96 hours) per year starting with the employee's first full pay period following his/her hire date. If an employee resigns or is terminated, all sick leave benefits are forfeited. Sick leave does not accrue after the first ninety (90) days of a Workers' Compensation leave and cannot be used for any sickness or injury sustained while an employee is on a leave of absence without pay.

It is the employee's responsibility to notify his/her immediate supervisor of a sick leave absence no later than fifteen (15) minutes before his/her regular start time. Sick leave used must be reported on timesheets in fifteen (15) minute (i.e., .25 hour) increments.

A medical verification from an employee's or immediate family member's health care provider confirming an office visit may be required by the District. For any sick leave absence exceeding three (3) consecutive work days (unless the employee is using protected sick leave/kin care as discussed below), the employee must provide a medical verification to his/her immediate supervisor. For extended illness or injury absences, a medical verification confirming the necessity of a continued absence will be required, and the employee may be required to submit a medical release and/or fitness for duty certification from the health care provider confirming s/he is able to return to work with or without restrictions. The District retains the right to require a medical verification for an employee's or immediate family member's claimed illness or injury at any time.

Employees may use up to six (6) days of protected sick leave/kin care per calendar year for the diagnosis, care or treatment of the employee's or a covered family member's existing health condition, or if the employee is a victim of domestic violence sexual assault or stalking. No medical verification will be required for protected sick leave/kin care. This leave shall be specified as "PSL/Kin Care" on the employee's time sheet.

Any use of unearned sick leave will be treated as unpaid leave. An employee must notify his/her immediate supervisor if s/he will not have sufficient accrued sick leave to cover an

absence, and his/her time sheet cannot show unearned sick leave as paid "Time Off" unless the General Manager or his/her designee has given advance written approval.

Up to three (3) days of sick leave may be used in addition to the amount allowed for bereavement leave.

In addition to leave provided to a female employee before and after the birth of her child, a male employee may use up to six (6) days of sick leave as kin care immediately following the birth of his child.

Employees who have reached age 55 will be allowed to accumulate unused sick leave without limit. Employees under age 55 will be paid once per year in December for all accumulated sick leave exceeding 240 hours at one-half (1/2) their current rate of pay, which specifically does not include any temporary pay upgrade for Working Out of Class/Temporary Special Assignments. The amount will be included in their regular paycheck prior to December 31st unless they provide written notification to the Finance Department by November 15th that the cash out amount is to be paid 1) by separate paycheck, or 2) into a designated deferred compensation plan provided through the District if the employee has determined that s/he has not yet reached the IRS maximum contribution limit (it is the employee's responsibility to make this determination and then instruct the District as to the amount to be deferred).

Employees who have reached age 55 may cash out any amount of accumulated sick leave exceeding 240 hours at one-half (1/2) their current rate of pay once per year in December. Employees wishing to do so must provide written notification to the Finance Department by November 15th and payment will be made prior to December 31st. Employees must indicate if the cash out amount is to be paid 1) in their regular paycheck, 2) by separate paycheck, or 3) into a designated deferred compensation plan provided through the District if the employee has determined that s/he has not yet reached the IRS maximum contribution limit (it is the employee's responsibility to make this determination and then instruct the District as to the amount to be deferred).

Upon retirement, the District will pay an employee for all accrued unused sick leave at the employee's rate of pay at the time of payment. An employee may instead choose to exchange unused sick leave for additional CalPERS service year credit at time of retirement or have any or all of the payout amount paid into a designated deferred compensation plan provided through the District if the employee has determined that s/he has not yet reached the IRS maximum contribution limit (it is the employee's responsibility to make this determination and then instruct the District as to the amount to be deferred).

If an employee is absent due to injury or illness covered under Workers' Compensation or Short-Term Disability insurance benefits, the employee may elect during such absence to apply accrued sick leave, and other accrued paid leave after sick leave is exhausted, on a pro-rated basis to such absence and receive compensation in an amount equal to the difference between the employee's regular pay and the amount received as Workers' Compensation or Short-Term Disability benefits. This coordination of benefits is required if the leave is designated as PDL or FMLA/CFRA leave.

Paid leave will continue to accrue during any period of Workers' Compensation or disability leave if an employee elects to coordinate paid leave and Workers' Compensation or disability benefits. Sick leave will not accrue after the first ninety (90) days of Worker's Compensation leave, or if the employee is not coordinating paid leave and disability benefits. Other paid leave will not accrue if the employee is not coordinating paid leave and Workers' Compensation or disability benefits. If an employee is on Workers' Compensation leave, there will be no loss of time or pay, and accrued sick leave will not be charged, for the day the injury occurred.

Option 1

- ▶ Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.
- ▶ Upon retirement, the District will continue to offer employees payment for accrued unused sick leave, have any or all of the amount paid into a deferred compensation plan, or converted into additional CalPERS service year credit, as is the current process as stated in the Employee Handbook. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.

Option 2

- ▶ Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.
- ▶ Upon retirement, for new employees hired after August 1, 2021, accrued sick leave hours can be paid out or into a deferred compensation account based on an established schedule based on years of District service (see next slide).
- ▶ No more than 960 hours (120 days) of accumulated sick leave may be used to determine the amount of hours which the employee can be compensated at time of retirement, either for a cash payout or to a deferred compensation account. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.
- ▶ Any remaining hours over 960 will be converted to CalPERS service year credit.

Option 2 (cont.)

CREDITED YEARS OF SSWD SERVICE

10
11
12
13
14
15
16
17
18
19
20

PERCENTAGE OF SICK LEAVE PAYOUT

50
55
60
65
70
75
80
85
90
95
100

Option 3

- ▶ Remove the cap of 240 sick leave hours for District employees under 55 (allow “unlimited” sick leave for all employees) effective August 1, 2021.
- ▶ Upon retirement, for new employees hired after August 1, 2021, the District will cease cash payouts and the ability to have any or all of the amount paid into a deferred compensation plan at retirement. The District will instead allow retiring employees to convert accrued sick leave to CalPERS service year credit only. In addition, employees may not “run out” or “run down” accrued sick leave balances to remain off work, but in a paid status until their retirement date.



Agenda Item: 11

Date: July 19, 2021

Subject: General Manager's Report

Staff Contact: Dan York, General Manager

a. Grant of Easement and Right of Way

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

- 5001 Madison Avenue, California (Mason Target Loop Capital Improvement Project)

b. Sacramento Local Agency Formation Commission – Executive Officer

In March of 2021, LAFCo Executive Officer Don Lockhart announced his plan to retire. A recruitment for a new Executive Officer ensued following Mr. Lockhart's announcement. Following interviews of the top candidates, Jose Henríquez was approved as LAFCo's new Executive Officer on July 7, 2021. Mr. Henriquez comes to LAFCo highly qualified and recommended. He is a resident of the County of Sacramento and has served as El Dorado LAFCo's Executive Officer since 2005.



Agenda Item: 12

Date: July 19, 2021

Subject: Financial Report

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

COVID-19 Financial Update:

Calendar year 2021 budget has factored in 6 months of COVID-19 related revenue reductions and expenses. The allowance for doubtful accounts has been increased \$500,000 to reflect potential uncollectable amounts from 2020 deferred payments related to Executive Order 42-20. As of June 30, 2021, there are approximately 1,485 accounts that would move to the collections two-day notice (Shut-off) with a balance of \$908,546. Staff will continue to monitor and report the financial effects of the COVID-19 pandemic. The table below shows the history of the delinquent customer count and amount since March 2021.

Month	Accounts	Amount	Month to Month Change
March 2021	1,550	\$ 912,985	
April 2021	1,487	858,633	-63: -54,352
May 2021	1,616	983,104	129: 124,471
June 2021	1,485	908,546	-131: -74,558

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

- Cash Expenditures – June 2021
- Credit Card Expenditures – June 2021
- Directors Compensation and Expense Accounting – Second Quarter 2021
- Financial Information – May 2021
- Investments Outstanding and Activity – May 2021
- District Reserve Balances – May 2021
- Information Required by LOC Agreement – May 2021
- Financial Markets Report – May 2021

Cash Expenditures – May 2021

During the month of May, the District made cash payments totaling \$3.2 million. The primary expenditures were –\$1.5 million for 2021 capital projects, \$0.2 million for debt service, \$0.8 million for payroll, pension and health benefits, \$0.3 million for water costs including chemical and electrical costs, and \$0.4 million for all other O&M expenses.

Purchasing Card Expenditures – May 2021

Per the District's Purchasing Card Policy (PL – FIN 006), a monthly report detailing each purchasing card transaction is provided. During the month, the District spent \$7,861 for various purchases on the five District purchasing cards. Details by vendor and purpose are included in this report.

Directors Compensation and Expense Accounting – Second Quarter 2021

Director meetings attended during the 2nd quarter of 2021 (that Directors have reported to staff) and expense reimbursements are attached in accordance with the District's Directors' Compensation and Expense Reimbursement Policy (PL – BOD 003) and Government Code Section 53065.5. Directors who have not reported their meeting attendance to District staff are not included in this report and are expected to make an oral report at the Board meeting.

Financial Information – May 2021

Financial Highlights

Highlights from the Statements of Net Position and Statements of Revenues, Expenses, and Changes in Net Position are presented in this report. They are gleaned from the financial statements presented on subsequent pages. Key information from this report indicates the District's cash balance is \$8.8 million more while investments are \$0.5 million less than on May 31, 2020; long term debt has decreased by \$4.5 million; and net position has increased by \$14.4 million in the last 12 months as the District continues to invest in capital infrastructure replacements while decreasing its outstanding debt. With the Governor of California's Executive Order 42-20 suspending the disconnection of water service for non-payment for residential and certain commercial customers, the District is closely monitoring payment activity and accounts receivable balances. Accounts receivable have increased \$0.9 million year to date compared to the same period last year. Operating revenues increased \$0.9 million while operating expenses increased \$0.3 million, year to date compared to the same period a year ago.

Statements of Net Position:

District cash and cash equivalents increased to \$15.4 million as of May 31, 2021, up \$5.8 million from \$8.4 million at December 31, 2020. Cash held in the District's bank accounts (\$6.1 million as of May 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 decreased since December 31, 2020 by \$1.3 million to total of \$39.8 million as \$1.6 million from the portfolio was invested in commercial paper, which is accounted for as cash equivalents and not investments. Investment portfolio balances and activity are reported on subsequent pages.

Gross capital assets increased by \$5.9 million to \$509 million as of May 31, 2021, since December 31, 2020, resulting from expenditures on CIP, which includes distribution main replacement projects, well improvement projects, and meter retrofits costs. Capital assets are primarily funded

by monthly remuneration from customers through rates, facility development fees, developer contributions, as well as grant funds, when available, and District reserves when necessary.

Net position stands at \$279.4 million as of May 31, 2021, compared to \$272.1 million at December 31, 2020, for an increase of \$7.3 million. This increase is primarily due to \$5.7 million in operating income, \$0.6 million in net non-operating expense, and \$2.2 million in capital contributions.

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

The net position increase of \$7.3 million as of May 31, 2021, is \$1.7 million more than the same period of 2020. Net changes are mainly comprised of:

1. Water consumption sales increased by \$0.4 million compared to the same period of 2020 primarily due to: 1) the 4.0% rate increase that occurred on January 1, 2021 and 2) the increase in demand due to the dry winter. 10,565 acre-feet of water has been delivered in 2021 compared to 9,826 acre-feet for the same period in 2020.
2. Water Service Charges increased by \$0.7 million primarily due to the 4.0% rate increase referred to above.
3. Wheeling water charge decreased by \$0.1 million due to unavailability of Placer County Water Agency (PCWA) water to sell to Cal-American Water Company.
4. Other Charges for Services decreased by \$73,000 primarily as Collection Charges and Penalty Charges have not been levied since May 2020 to comply with the District Resolution relating to the COVID-19 pandemic.
5. Operating expenses increased by \$0.3 million from the same period in 2020 due primarily to: 1) an increase of \$0.3 million in surface water costs as SJWD's surface water was taken in 2021 while no surface water was taken from both PCWA and the City of Sacramento because of the suspension of surface water availability since the spring of 2020, 2) an increase of \$0.1 million in pumping costs due to 7% increase in water production as the result of increasing in water demand through May 2021 and 3) a decrease of \$0.2 million in transmission and distribution costs.
6. Non-operating income decreased by \$0.9 million compared to the same period a year ago, primarily due to the net of 1) a decrease in the FMV of the investment portfolio through May 2021 compared to the same period in 2020 and 2) a lower interest expense compared to the same period in 2020.
7. Facility Development Charges increased by \$0.6 million compared to the same period a year ago primarily due to the increase in number and size of developer projects completed.
8. Developer Contributions increased by \$1.3 million compared to the same period a year ago primarily due to the increase in number and size of developer projects completed.

Budgets:

The District's operating and maintenance expenditures through May 2021 came in less than the approved budget by \$2.5 million. Most of this positive variance is due to: 1) water cost savings from not purchasing PCWA surface water due to PCWA surface water unavailability (\$1.1 million) and 2) timing differences.

Operating Capital Program (OCP) expenditures through May 2021 were \$0.3 million while \$0.4 million were committed. The 2021 budget for the year is \$1.9 million plus \$0.1 million in roll-over funds from 2020 budget for a total of \$2.0 million.

The District's Capital Improvement Program (CIP) budget for 2021 is \$17.1 million plus \$3.9 million in roll-over funds from 2020 budget for a total of \$21.0 million. For 2021, \$4.4 million has been spent while an additional \$12.2 million is under commitment. Expenditures continue to be primarily in new well construction, distribution system replacements, well rehabilitation, meter retrofit, and meter reading system projects.

Debt - May 2021

This report shows District activity in repaying its long-term debt obligations. Scheduled 2021 principal payments of 5.0 million are not due until the end of October. Total principal outstanding as of May 31, 2021, is now \$65.3 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 the first five months of 2021, the District has incurred interest expense of \$766,373 versus a forecast of \$1,069,436, or a \$303,063 positive variance. The last reset for the week of May 31 saw rates at 0.05% compared to 1.23% the pre-pandemic level in the municipal VRDO market.

Investments Outstanding and Activity – May 2021

Reserve funds are invested in diverse investments that consist of corporate notes, Federal Agency bonds and discount notes, U.S. Treasury bonds, notes and bills, Supra-National Agency notes, commercial paper, municipal bonds, negotiable certificates of deposit, asset-backed securities, collateralized mortgage obligations, and Local Agency Investment Fund (LAIF). The District's investments are under the day-to-day management of PFM Asset Management, LLC (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 1.38% per annum, while LAIF is earning 0.32%. 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 May 2021, the District purchased three Corporate Notes for \$1.1 million (par), one US Treasury Note for \$0.3 million (par), one Asset-Backed Securities for \$0.1 million (par), and one Commercial Paper for \$0.8 million (par). The District received principal pay downs on four Federal Agency Collateralized Mortgage Obligations for \$19,711 (par), and four Asset-Backed Security Obligations for \$71,406 (par). The District sold one US Treasury Note for \$0.1

million (par) and one Corporate Note for \$0.4 million (par). Three Corporate Notes were matured for \$0.5 million (par) and one Us Treasury Note was matured for \$0.3 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. The District is able to meet its pool’s expenditure requirements for the next six months.

District Reserve Balances, May 2021

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 May 31, 2021, are \$42,192,805 compared to \$42,202,285 at December 31, 2020.

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.

**Cash Expenditures
June 2021**

AP Warrant List from 6/1/2021 to 6/30/2021

Group	Vendor Name	Amount	Description
Benefits			
	ACWA JPIA INSURANCE/EAP - Invoices:1	\$ 161.84	Employee Benefit - EAP
	AMERITAS (VISION) - Invoices:2	\$ 3,912.00	Employee Benefit - Vision
	CIGNA-DENTAL INS - Invoices:4	\$ 54,198.40	Employee Benefits - Dental
	PAYROLL 2	\$ 502,183.19	Employee Payroll
	PERS HEALTH - Invoices:2	\$ 112,786.12	Active/Retiree Benefits Premium
	PERS PENSION - Invoices:3	\$ 87,643.39	Employee Benefit - PERS
	UNUM - Invoices:2	\$ 8,726.03	Employee Benefit - LTD Insurance
CIP & OCB			
	A.I. ELECTRIC - Invoices:6	\$ 8,011.76	Construction In Progress
	ARMORCAST PRODUCTS COMPANY - Invoices:1	\$ 1,000.00	Construction In Progress
	BENNETT ENGINEERING SERVICES - Invoices:2	\$ 22,361.19	Construction In Progress
	BROWN & CALDWELL - Invoices:6	\$ 38,716.22	Construction In Progress
	BSK ASSOCIATES - Invoices:1	\$ 3,550.50	Construction In Progress
	CAROLLO ENGINEERS - Invoices:1	\$ 2,782.50	Construction In Progress
	CISCO AIR SYSTEMS INC - Invoices:2	\$ 5,822.85	Construction In Progress
	COUNTY OF SAC PUBLIC WORKS - Invoices:6	\$ 3,526.00	Construction In Progress
	CRUSADER FENCE CO INC - Invoices:1	\$ 41,221.00	Construction In Progress
	DOMENICHELLI & ASSOCIATES - Invoices:2	\$ 17,828.37	Construction In Progress
	DOUG VEERKAMP GENERAL ENGR - Invoices:1	\$ 536,442.62	Construction In Progress
	ERC CONTRACTING - Invoices:2	\$ 15,125.00	Construction In Progress
	ERROL L MONTGOMERY & ASSOCIATES INC -	\$ 31,041.35	Construction In Progress
	FLOWLINE CONTRACTORS INC - Invoices:3	\$ 273,245.71	Construction In Progress
	FORSGREN ASSOCIATES INC - Invoices:1	\$ 24,741.25	Construction In Progress
	GEOCON CONSULTANTS INC - Invoices:2	\$ 4,350.00	Construction In Progress
	GEOSPACE TECHNOLOGIES - Invoices:1	\$ 13,622.12	Construction In Progress
	GM CONSTRUCTION & DEVELOPERS - Invoices:9	\$ 105,977.00	Construction In Progress
	LOEWEN PUMP MAINTENANCE - Invoices:6	\$ 54,672.00	Construction In Progress
	PACE SUPPLY CORP - Invoices:12	\$ 51,498.38	Construction In Progress
	PAPE MACHINERY - Invoices:1	\$ 1,842.53	Construction In Progress
	PSOMAS - Invoices:2	\$ 8,776.00	Construction In Progress
	RAWLES ENGINEERING - Invoices:2	\$ 28,227.37	Construction In Progress
	ROADRUNNER DRILLING & PUMP CO -	\$ 1,575.00	Construction In Progress
	S E AHLSTROM INSPECTION - Invoices:2	\$ 12,005.00	Construction In Progress
	SENSUS USA INC - Invoices:2	\$ 68,960.08	Construction In Progress
	SMUD ACCOUNTING - Invoices:1	\$ 500.00	Construction In Progress
	SYBLON REID - Invoices:1	\$ 49,914.35	Construction In Progress
	WEST YOST & ASSOCIATES - Invoices:3	\$ 33,390.99	Construction In Progress
	WOOD RODGERS ENGINEERING - Invoices:5	\$ 46,464.95	Construction In Progress
Debt Service			
	SUMITOMO MITSUI BANKING CORPORATION -	\$ 98,689.65	2009A COP Interest Expense
	WELLS FARGO SWAP - Invoices:1	\$ 75,805.16	2009A COP Interest Expense
	ADP, INC - Invoices:1	\$ 2,881.82	Financial Services

AP Warrant List from 6/1/2021 to 6/30/2021

Group	Vendor Name	Amount	Description
Financial Services			
	MUFG UNION BANK NA-DEBT SERVICES -	\$ 1,660.00	Financial Services
	PFM ASSET MANAGEMENT LLC - Invoices:1	\$ 3,820.21	Financial Services
	WESTAMERICA BANK ANALYSIS FEES -	\$ 6,778.41	Financial Services
	WESTAMERICA CARD PROCESSING STMT -	\$ 11,532.60	Financial Services
	WORLDPAY INTEGRATED PAYMENTS -	\$ 720.42	Financial Services
Other			
	A & A STEPPING STONE MFG., INC - Invoices:1	\$ 2.03	Operating Supplies
	A.C.S. CONSTRUCTION - Invoices:1	\$ 415.00	Building Maintenance - Office &
	AFLAC - Invoices:1	\$ 737.77	Supplemental Insurance
	AIRGAS USA LLC - Invoices:1	\$ 116.71	Operating Supplies
	ALICIA STEIN - Invoices:1	\$ 75.40	BMP Rebates
	ALL PRO BACKFLOW - Invoices:1	\$ 3,891.00	Backflow Testing Services
	ALLAN MOUNTS - Invoices:1	\$ 150.00	BMP Rebates
	ALLIED UNIVERSAL - Invoices:1	\$ 694.38	Building Service Expense - Office &
	ALLTECH GATES - Invoices:1	\$ 630.00	Building Maintenance - Office &
	ALWEST FIRE PROTECTION - Invoices:1	\$ 7,000.00	Developer Project Bond Return
	AMERICAN CONSTRUCTION AND SUPPLY -	\$ 2,233.20	Hydrant Deposit Return
	ANACONDA NETWORKS INC - Invoices:1	\$ 496.23	Equipment Maintenance Services
	ANSWERNET - Invoices:1	\$ 713.00	Communication
	AT&T - Invoices:5	\$ 4,430.74	Communication
	ATLAS DISPOSAL - Invoices:2	\$ 282.82	Building Service Expense - Office &
	BACKFLOW DISTRIBUTORS INC - Invoices:3	\$ 1,084.17	Operating Supplies
	BADGER METER INC - Invoices:6	\$ 15,865.33	Operating Supplies
	BARTKIEWICZ KRONICK & SHANAHAN -	\$ 19,470.70	Legal Services
	BASIC PACIFIC - Invoices:3	\$ 374.00	COBRA Management
	BAY ALARM COMPANY - Invoices:1	\$ 116.55	Building Service Expense - Office &
	BRIAN PATTERSON - Invoices:1	\$ 291.98	Required Training
	BROADRIDGE MAIL LLC - Invoices:14	\$ 29,992.64	Contract Services
	BROWER MECHANICAL - Invoices:2	\$ 2,540.00	Building Maintenance - Office &
	BRYCE CONSULTING INC - Invoices:1	\$ 255.00	Consulting Services
	BUD'S TRI COUNTY TREE SERVICE - Invoices:1	\$ 4,540.00	Building Maintenance - Office &
	BURTON ROBB /BURT'S LAWN & GARDEN	\$ 18,700.00	Contract Services
	CAPITAL SWEEPER SERVICE - Invoices:2	\$ 1,145.00	Building Service Expense - Office &
	CELL ENERGY INC - Invoices:2	\$ 316.01	Vehicle Maintenance Services
	CENTRAL VALLEY ENG & ASPHALT - Invoices:2	\$ 47,425.25	Misc. Paving Repairs
	CINTAS - Invoices:7	\$ 1,681.08	Building Maintenance - Office &
	CITY OF SACRAMENTO DEPT OF UTILITIES -	\$ 47.51	Utilities
	CLEAR VISION WINDOW CLEANING - Invoices:1	\$ 225.00	Building Service Expense - Office &
	COMCAST - Invoices:1	\$ 65.71	Communication
	CONSOLIDATED COMMUNICATIONS - Invoices:1	\$ 499.40	Communication
	COUNTY OF SAC UTILITIES - Invoices:1	\$ 120.30	Utilities
	CULLIGAN - Invoices:2	\$ 128.25	Building Maintenance - Office &
	Customer Refunds: 208	\$ 18,702.64	Refund Clearing Account

AP Warrant List from 6/1/2021 to 6/30/2021

Group	Vendor Name	Amount	Description
Other			
	DAILY JOURNAL CORPORATION - Invoices:1	\$ 1,804.80	Publication
	DIRECT TV - Invoices:2	\$ 16.25	Communication
	ELEVATOR TECHNOLOGY INC - Invoices:4	\$ 2,420.00	Building Maintenance - Office &
	EMCOR SERVICES - Invoices:2	\$ 2,613.86	Contract Services
	EMIGH ACE HARDWARE - Invoices:7	\$ 285.04	Operating Supplies
	ERICA HERNANDEZ - Invoices:1	\$ 1,182.50	Claims & Insurance Reimb.
	FLEETWASH INC - Invoices:2	\$ 871.19	Vehicle Maintenance Services
	FUTURE FORD - Invoices:1	\$ 3,185.68	Vehicle Maintenance Services
	GEOTECH ENVIRONMENTAL EQUIP INC -	\$ 105.20	Operating Supplies
	GRAHAM CONTRACTORS INC - Invoices:1	\$ 2,187.40	Hydrant Deposit Return
	GRAINGER - Invoices:7	\$ 617.18	Building Maintenance - Office &
	GRAYBAR ELECTRIC CO - Invoices:1	\$ 24.81	Building Maintenance - Office &
	GREG BUNDESEN - Invoices:1	\$ 60.00	Required Training
	H2H PROPERTIES - Invoices:2	\$ 2,644.00	H&D WALNUT PARKING LOT
	HACH COMPANY - Invoices:4	\$ 715.37	Operating Supplies
	HANNAH DUNRUD - Invoices:1	\$ 285.00	Required Training
	HARRINGTON PLASTICS - Invoices:1	\$ 603.40	Operating Supplies
	HARROLD FORD - Invoices:2	\$ 242.18	Vehicle Maintenance Services
	HEROLD & MIELENZ INC - Invoices:3	\$ 5,875.09	Contract Services
	HOLT OF CALIFORNIA - Invoices:5	\$ 9,240.91	Contract Services
	HOPKINS TECHNICAL PRODUCT - Invoices:1	\$ 197.50	Operating Supplies
	IN COMMUNICATIONS - Invoices:1	\$ 5,605.07	Public Relations
	IRON MOUNTAIN OFF SITE DATA PROTECTION -	\$ 577.31	Equipment Maintenance Services
	JAIME A GUZMAN - Invoices:1	\$ 100.00	BMP Rebates
	JAMES FULTON - Invoices:1	\$ 150.00	BMP Rebates
	JEFF DUESING - Invoices:1	\$ 217.45	BMP Rebates
	JEFF OTT - Invoices:1	\$ 535.00	Membership & Dues
	JOE CROCKETT - Invoices:2	\$ 355.00	Required Training
	JULIE NEMITZ - Invoices:1	\$ 3,768.00	Education Assistance
	KENNETH ACKERMAN - Invoices:1	\$ 75.00	BMP Rebates
	KP MARTIN GENERAL ENGINEERING - Invoices:1	\$ 2,206.60	Hydrant Deposit Return
	KYLE JIVIDEN - Invoices:2	\$ 285.20	Required Training
	LAKE VUE ELECTRIC INC - Invoices:3	\$ 2,104.50	Building Maintenance - Office &
	LARRY DUNN - Invoices:1	\$ 96.96	BMP Rebates
	LAWANDA WHITMIRE - Invoices:1	\$ 75.00	BMP Rebates
	LES SCHWAB TIRE CENTER/MADISON -	\$ 3,295.54	Equipment Maintenance Services
	LESLEY VASEY - Invoices:1	\$ 100.00	BMP Rebates
	LIFEGUARD FIRST AID - Invoices:2	\$ 218.51	Building Service Expense - Office &
	LODI TRUCK AND EQUIPMENT - Invoices:1	\$ 2,580.98	Vehicle Maintenance Services
	MARQUES GENERAL ENGINEERING - Invoices:2	\$ 4,600.00	Hydrant Deposit Return
	MICHAEL PHILLIPS LANDSCAPE CORP -	\$ 1,740.00	Contract Services
	MITCH'S CERTIFIED CLASSES - Invoices:1	\$ 1,200.00	Required Training
	NEW RESOURCES GROUP INC - Invoices:1	\$ 602.75	Public Relations
Other			

AP Warrant List from 6/1/2021 to 6/30/2021

Group	Vendor Name	Amount	Description
	NINJIO LLC - Invoices:1	\$ 134.46	Equipment Maintenance Services
	NORMAC - Invoices:2	\$ 27.58	Operating Supplies
	OCCU-MED LTD - Invoices:1	\$ 390.25	Employment Cost
	OFFICE DEPOT INC - Invoices:2	\$ 417.44	Office Supplies
	ONE STOP TRUCK SHOP - Invoices:1	\$ 323.20	Vehicle Maintenance Services
	PAUL BAKER PRINTING INC - Invoices:1	\$ 8,661.46	Printing
	PEOPLEREADY - Invoices:4	\$ 4,805.21	Temporary Help
	PEST PROS - Invoices:1	\$ 96.05	Building Service Expense - Office &
	PREFERRED PUMP & EQUIPMENT - Invoices:1	\$ 290.93	Operating Supplies
	R&S OVERHEAD DOORS AND GATES - Invoices:1	\$ 274.50	Building Maintenance - Office &
	RAY MORGAN CO - Invoices:1	\$ 79.02	Equipment Maintenance Services
	REGIONAL WATER AUTHORITY - Invoices:1	\$ 60,000.00	Consulting Services
	REGIONALSAN - Invoices:1	\$ 560.00	Licenses, Permits & Fees
	RESOURCE TELECOM LLC - Invoices:1	\$ 652.50	Equipment Maintenance Services
	RUE EQUIPMENT INC - Invoices:8	\$ 1,037.69	Equipment Maintenance Services
	SAPOORA MANSHAI - Invoices:1	\$ 446.45	BMP Rebates
	SHRED-IT - Invoices:1	\$ 83.59	Contract Services
	SILICON VALLEY SHELVING AND EQUIP -	\$ 1,122.53	Office Supplies
	SONITROL - Invoices:5	\$ 15,182.52	Building Service Expense - Office &
	TEE JANITORIAL & MAINTENANCE - Invoices:1	\$ 4,108.00	Building Service Expense - Office &
	THOMPSONS COLLISION - Invoices:1	\$ 736.56	Vehicle Maintenance Services
	TINA LYNN DESIGN - Invoices:1	\$ 300.00	Contract Services
	TULLY & YOUNG - Invoices:1	\$ 4,732.50	Consulting Services
	ULINE SHIPPING SUPPLY SPECIALISTS -	\$ 740.52	Operating Supplies
	US BANK CORP. PAYMENT SYSTEM - Invoices:2	\$ 14,376.78	2 - Calcard
	VALLEY REDWOOD & YARD SUPPLY - Invoices:1	\$ 22.63	Operating Supplies
	VERIZON WIRELESS/DALLAS TX - Invoices:2	\$ 5,842.23	Communication
	VETERAN PIPELINE CONSTRUCTION - Invoices:1	\$ 2,223.00	Hydrant Deposit Return
	VOYAGER FLEET SYSTEMS - Invoices:1	\$ 10,693.65	Operating Supplies
	WASTE MANAGEMENT - Invoices:4	\$ 458.59	Building Service Expense - Office &
	WATERWISE CONSULTING, INC. - Invoices:2	\$ 2,550.00	Consulting Services
	WAYNE HARRIS - Invoices:1	\$ 150.00	BMP Rebates
	WHITE CAP - Invoices:1	\$ 884.63	Operating Supplies
	WILLIAM SADLER - Invoices:1	\$ 130.00	Other Training
	WOLF CONSULTING - Invoices:1	\$ 3,250.00	Consulting Services
Water Costs			
	PG&E - Invoices:2	\$ 1,253.35	Utilities
	SIERRA CHEMICAL COMPANY - Invoices:10	\$ 50,648.14	HFA, Chemical & Delivery
	SAN JUAN WATER DISTRICT - Invoices:1	\$ 208,858.55	Purchased Water-SJWD
	SMUD - Invoices:2	\$ 80,458.88	Electrical Charges
		\$ 3,216,815.75	

**Credit Card Expenditures
June 2021**

**Sacramento Suburban Water District
US Bank Purchasing Card Program
CalCard Expenditures
June 2021**

Vendor Name	Description	Amount	Proj/GLAcct
CA-NV SECTION	GREG BUNDESEN - AWWA AUDIT TO TARGET ESSENTIALS TRAINING	\$150.00	13-51406
HOME DEPOT	WAREHOUSE SUPPLIES	\$26.83	05-52101
TOGOS	WATER TREATMENT TRAINING CLASS LUNCH	\$90.00	05-56000
MOUNTAIN MIKES	WATER TREATMENT TRAINING CLASS LUNCH	\$97.46	05-56000
AMAZON	WAREHOUSE SUPPLIES	\$32.28	05-52101
AMAZON	WAREHOUSE SUPPLIES	\$73.67	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$11.03	05-52101
SACRAMENTO COUNTY EMD	WELL N29 PERMIT	\$109.45	14-54509
METAL MART	HIGH VOLUME CHEMICAL PUMP MOUNTING (CREDIT/RETURN, WRONG METAL)	(\$215.50)	06-52101
SMART & FINAL	PRODUCTION SUPPLIES	\$5.94	06-52101
METAL MART	HIGH VOLUME CHEMICAL PUMP MOUNTING	\$238.63	06-52101
METAL MART	HIGH VOLUME CHEMICAL PUMP MOUNTING	\$113.14	06-52101
AMAZON	PRODUCTION SUPPLIES	\$215.49	06-52101
AWWA	EC TEXTBOOK	\$19.50	14-52502
THE HOME DEPOT	REPLACE 2 EACH - 1/2" DEWALT CORDLESS IMPACT WRENCH	\$517.26	12-54003
THE HOME DEPOT	DEWALT BATTERIES	\$158.86	12-54003
CA DEPART. OF INDUSTRIAL RELATIONS	CONVEYANCE PERMIT - MARCONI - CHECK WAS MAILED TO WRONG DEPT. - ROBIN STOPPED PAYMENT	\$225.00	12-54509
CA DEPART. OF INDUSTRIAL RELATIONS	CONVEYANCE PERMIT - ANTELOPE- CHECK WAS MAILED TO WRONG DEPT. - ROBIN STOPPED PAYMENT	\$225.00	12-54509
ACI PAYMENTS, INC.	FEE TO PAY CONVEYANCE PERMIT ON LINE - ANTELOPE	\$5.18	12-54509
ACI PAYMENTS, INC.	FEE TO PAY CONVEYANCE PERMIT ON LINE - MARCONI	\$5.18	12-52101
AUTOZONE	WIPER FLUID FOR VEHICLES	\$25.80	12-52101
BARE BONES WORKWEAR	WORK BOOTS - MICHELLE HIRT	\$118.49	12-51408
LODI TRUCK AND EQUIPMENT	REPAIR AND REINFORCE BENT TAILGATE ON DUMP TRUCK #78	\$3,074.23	12-54005
SUPPLY INDUSTRIAL HARDWARE	CRANE BOLT FOR GATE	\$17.45	12-54008
AMAZON.COM	12 VOLT CELL PHONE CHARGERS FOR VEHICLES	\$100.84	12-53503
O'REILLY AUTO PARTS	HEAT SHRINK TUBE	\$16.15	12-54006
THE HOME DEPOT	HEAT SHRINK TUBE	\$6.80	12-52101
J&J LOCKSMITH	SPARE KEYS FOR TRUCK BIN	\$6.47	12-52101
TRACTOR SUPPLY	HITCH PIN FOR PRODUCTION PIPE TRAILER LEG	\$4.84	12-54004
CA AIR RESOURCES BOARD	PERMIT FOR TRAILER VAC #159	\$735.00	12-54509
CA AIR RESOURCES ON LINE	PERMIT FOR TRAILER VAC #159	\$19.48	12-54509
DELL	KIT - TYPE CE DONGLE FOR USB POWER	\$323.14	18-52101
AMAZON MARKETPLACE	CABLE MATTERS SNAGLESS CAT6 ETHERNET CABLES 20FT PATCH CABLES	\$145.35	18-52101
AMAZON MARKETPLACE	CREDIT FOR RETURNING CONVERTER ADAPTER	(\$64.64)	18-52101
TERAMIND	MONTHLY FEE FOR MONITORING WORK FROM HOME USERS	\$264.00	18-54003
AMAZON MARKETPLACE	USB HEADSET FOR CUSTOMER SERVICE FOR USE WITH PC SOFTPHONE	\$32.31	18-52101

**Sacramento Suburban Water District
US Bank Purchasing Card Program
CalCard Expenditures
June 2021**

Vendor Name	Description	Amount	Proj/GLAcct
AMAZON MARKETPLACE	USB HEADSETS FOR CUSTOMER SERVICE FOR USE WITH PC SOFTPHONE	\$96.97	18-52101
LOGMEINPRO	INDIVIDUAL LICENSE FOR BACKUP REMOTE ACCESS	\$349.99	18-54509
AMAZON MARKETPLACE	CREDIT FOR RETURNING POWER ADAPTER	(\$16.30)	18-52101
AMAZON MARKETPLACE	USB FLASH DRIVES FOR PUBLIC RECORDS REQUESTS	\$26.93	18-52101
AMAZON MARKETPLACE	MAGNETIC USB C ADAPTER FOR FIELD LAPTOPS	\$450.11	18-52101
AMAZON MARKETPLACE	MINI DISPLAY PORT TO DISPLAY PORT CABLE (PARTIAL ORDER)	\$22.82	18-52101
	Totals:	<u>\$7,860.63</u>	

**Directors Compensation and Expense Accounting
Second Quarter, 2021**

Sacramento Suburban Water District
Board of Directors Meetings Attended (1)
Pay Rate per Diem is \$100.00
2nd Quarter 2021

Director Thomas:

04/07/2021 Employee Benefits Ad Hoc Committee
04/08/2021 Sacramento Groundwater Authority
04/14/2021 Webinar, Direct Potable Reuse
04/19/2021 SSWD Regular Board Meeting
04/22/2021 Water Forum, Plenary
04/25/2021 Meeting with Craig Locke
04/27/2021 Facilities and Operations Committee
04/28/2021 RWA Executive Committee
04/29/2021 Webinar, Drought are We Ready
04/30/2021 Sexual Harassment Training
05/03/2021 Employee Benefits Ad Hoc Committee
05/05/2021 Finance and Audit Committee Meeting
05/10/2021 Regional Water Authority Special Meeting
05/13/2021 Regional Water Authority Special Meeting
05/14/2021 Meeting with Dan York
05/16/2021 Meeting with Kathleen McPherson
05/17/2021 SSWD Regular Board Meeting
05/18/2021 Water Caucus
05/21/2021 Collaboration Study Ad Hoc Committee Meeting

Director Jones:

04/08/2021 Sacramento Groundwater Authority
04/19/2021 SSWD Regular Board Meeting
04/27/2021 Facilities and Operations Committee
05/03/2021 Employee Benefits Ad Hoc Committee
05/05/2021 Finance and Audit Committee Meeting
05/17/2021 SSWD Regular Board Meeting
06/16/2021 Employee Benefits Ad Hoc Committee

Director McPherson:

04/07/2021 Meeting with Dan York & Dir. Thomas Employee
Benefits Committee
04/08/2021 Sacramento Groundwater Authority
04/19/2021 SSWD Regular Board Meeting

Director Locke:

04/01/2021 US EPA – Workforce Culture Webinar
04/05/2021 SSWD Regulatory Compliance Meeting
04/06/2021 Del Paso Manor Water District Board Meeting
04/08/2021 Sacramento Groundwater Authority
04/19/2021 SSWD Regular Board Meeting
04/22/2021 Water Forum, Plenary
04/25/2021 Meeting with Kevin Thomas
04/26/2021 Meet with CWD Director
04/27/2021 Facilities and Operations Committee
04/28/2021 San Juan Water District Board Meeting
05/03/2021 Employee Benefits Ad Hoc Committee
05/04/2021 Webinar, Writing your Utilities Digital Playbook
05/05/2021 DWR Water Wednesday: Clean Water for California
05/06/2021 Regional Water Authority
05/07/2021 The California Systems and Rate Payers
05/12/2021 Water Wednesday: California’s Human Right to
Water.
05/17/2021 SSWD Regular Board Meeting
05/19/2021 Aerojet CAG May 19 Meeting
05/21/2021 Collaboration Study Ad Hoc Committee Meeting

Director Wichert:

No Pay – Verbal Report

05/03/2021 Employee Benefits Ad Hoc Committee

05/17/2021 SSWD Regular Board Meeting

(1) Meetings attended during the current month as reported by individual directors.

This report meets the reporting requirements of Government Code section 53065.5. This information will be included with the agenda materials for each regular monthly Board of Directors meeting.

**Directors Expense Report
Calendar Year 2021
Current Quarter**

Event/Purpose	Jones	Locke	McPherson	Thomas	Wichert	Total
Local Meeting Mileage						-
Reimbursed by District						
Local Meeting Expenses						
Reimbursed by District						
Paid Directly by District						
Conferences						
Reimbursed by District						-
Paid Directly by District						-
Total	-	-	-	-	-	-

**Directors Expense Report
2021 Year to Date**

Event/Purpose	Jones	Locke	McPherson	Thomas	Wichert	Total
Local Meeting Mileage						-
Reimbursed by District						-
Local Meeting Expenses						-
Reimbursed by District						
Paid Directly by District						
Conferences						
Reimbursed by District						
Paid Directly by District						
Refunded by Director						
Refunded Directly by Vendor						
Total	-	-	-	-	-	-

This report meets the reporting requirements of Government Code sections 53065.5 and 53232.3 and is in conformance with District Policy. Per section 300.10 of the Director's Compensation and Expense Reimbursement Policy (PL-BOD003), a Director's total annual reimburseable expenses, excluding registration fees, may not exceed \$4,000.00.

Financial Statements
May 31, 2021

**Sacramento Suburban Water District
Financial Highlights
Period Ended**

STATEMENTS OF NET POSITION

	<u>Year-To-Date</u> <u>5/31/2021</u>	<u>Year-To-Date</u> <u>5/31/2020</u>
LIQUIDITY		
Cash and cash equivalents	\$15,437,856.18	\$6,651,430.89
INVESTMENT		
Investments	39,898,626.19	40,428,979.65
ACCOUNTS RECEIVABLE		
Account Receivable	4,150,684.94	3,234,420.39
CAPITAL ASSETS		
Property, plant and equipment	509,912,708.44	498,726,396.32
Accumulated depreciation	(204,776,811.68)	(196,045,007.45)
	<u>305,135,896.76</u>	<u>302,681,388.87</u>
LIABILITIES		
Long Term Debt	(71,471,168.15)	(75,975,103.95)
NET POSITION		
Net Position	<u>279,399,969.37</u>	<u>265,044,507.17</u>

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	<u>Year-To-Date</u> <u>5/31/2021</u>	<u>Year-To-Date</u> <u>5/31/2020</u>
NET INCOME		
Operating Revenue	18,508,349.81	17,581,878.75
Operating Expense	(7,119,717.23)	(6,869,496.10)
Other, Net	(4,093,306.79)	(5,123,857.71)
Change in Net Position	<u>\$7,295,325.79</u>	<u>\$5,588,524.94</u>

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

	As Of	Month End	Year End
		<u>5/31/2021</u>	<u>12/31/2020</u>
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		\$15,437,846.34	\$8,442,657.93
Restricted Cash and cash equivalents		9.84	39.69
Accounts receivable, net of allowance for uncollectible accounts		3,447,615.57	3,308,831.98
Interest receivable		165,614.97	133,920.34
Grants receivables		7,296.94	7,296.94
Other receivables		41,269.10	1,309,442.20
Inventory		648,120.56	763,599.95
Prepaid expenses and other assets		584,426.30	829,833.39
TOTAL CURRENT ASSETS		<u>\$20,332,199.62</u>	<u>14,795,622.42</u>
NONCURRENT ASSETS			
Investments		39,898,626.19	41,212,045.33
TOTAL NONCURRENT ASSETS		<u>39,898,626.19</u>	<u>41,212,045.33</u>
Property, plant and equipment		509,912,708.44	503,966,119.11
Accumulated depreciation		(204,776,811.68)	(199,117,498.00)
TOTAL CAPITAL ASSETS		<u>305,135,896.76</u>	<u>304,848,621.11</u>
TOTAL ASSETS		<u>365,366,722.57</u>	<u>360,856,288.86</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on long-term debt refunding		4,427,425.25	4,702,735.40
Deferred outflow of effective swaps		1,162,609.00	1,162,609.00
Pension contribution subsequent to measurement date		1,960,128.00	1,960,128.00
Other post-employment benefits		240,049.00	240,049.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES		<u>373,156,933.82</u>	<u>368,921,810.26</u>
LIABILITIES			
CURRENT LIABILITIES			
Current portion of long-term debt and capital leases		4,965,000.00	4,965,000.00
Current portion of Compensated Absences		880,000.00	880,000.00
Accounts payable		352,169.27	1,920,986.96
Accrued interest		77,807.27	210,326.61
Deferred revenue and other liabilities		2,877,585.88	3,658,254.59
Accrued expenses		574,167.55	943,346.10
TOTAL CURRENT LIABILITIES		<u>9,726,729.97</u>	<u>12,577,914.26</u>
NONCURRENT LIABILITIES			
Long-term debt		65,626,168.15	65,874,532.40
Compensated absences		405,486.33	366,140.02
Net pension liability		10,600,173.00	10,600,173.00
Net other post-employment benefits liability		4,642,228.00	4,642,228.00
Fair value of interest rate swaps		1,162,609.00	1,162,609.00
TOTAL NONCURRENT LIABILITIES		<u>82,436,664.48</u>	<u>82,645,682.42</u>
TOTAL LIABILITIES		<u>92,163,394.45</u>	<u>95,223,596.68</u>
DEFERRED INFLOWS OF RESOURCES			
Employee pensions		481,215.00	481,215.00
Other post-employment benefits		1,112,355.00	1,112,355.00
NET POSITION			
Invested in capital assets, net of related debt		238,711,824.11	238,711,824.11
Restricted		39.69	39.69
Unrestricted		40,688,105.57	33,392,779.78
TOTAL NET POSITION		<u>279,399,969.37</u>	<u>272,104,643.58</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		<u>373,156,933.82</u>	<u>368,921,810.26</u>

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

	<u>Year-To-Date</u> <u>5/31/2021</u>	<u>Year-To-Date</u> <u>5/31/2020</u>
OPERATING REVENUES		
Water consumption sales	\$4,662,849.43	\$4,249,656.40
Water service charge	13,636,603.40	12,972,539.58
Wheeling water charge	1,912.43	78,967.95
Other charges for services	206,984.55	280,714.82
TOTAL OPERATING REVENUES	18,508,349.81	17,581,878.75
OPERATING EXPENSES		
Source of supply	538,403.65	268,222.00
Pumping	1,509,829.31	1,398,689.87
Transmission and distribution	1,432,124.26	1,635,361.59
Water conservation	168,532.86	154,508.10
Customer accounts	480,362.54	464,386.24
Administrative and general	2,990,464.61	2,948,328.30
TOTAL OPERATING EXPENSES	7,119,717.23	6,869,496.10
Operating income before depreciation	11,388,632.58	10,712,382.65
Depreciation and amortization	(5,659,313.68)	(5,717,620.12)
OPERATING INCOME	5,729,318.90	4,994,762.53
NON-OPERATING REV. (EXP.)		
Rental income	130,482.56	105,135.74
Interest and investment income	8,281.13	1,312,782.04
Interest expense and debt related costs	(793,319.26)	(1,125,321.09)
Other non-operating revenues	33,326.46	24,043.46
Grant revenue pass-through to sub recipients	468,000.00	
Other non-operating expenses	5,300.00	7.63
Sub recipient grant expenses	(468,000.00)	
Gain(loss) on disposal of capital assets	21,680.00	9,255.00
NON-OPERATING REV. (EXP.)	(594,249.11)	325,902.78
NET INCOME (LOSS) BEFORE CAPITAL	5,135,069.79	5,320,665.31
CAPITAL CONTRIBUTIONS		
Facility development charges	867,146.00	237,500.00
Developer contributions	1,293,110.00	
Federal, state and local capital grants		30,359.63
TOTAL CAPITAL CONTRIBUTIONS	2,160,256.00	267,859.63
CHANGE IN NET POSITION	7,295,325.79	5,588,524.94
Net position at beginning of period	272,104,643.58	259,455,982.23
NET POSITION AT END OF PERIOD	279,399,969.37	265,044,507.17

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

	2021 YTD		
	Actual	Budget	Variance
BUDGETED OPERATING EXPENSES			
Board of Directors	\$11,198.24	\$21,630.10	\$10,431.86
Administrative	858,265.00	1,110,375.65	252,110.65
Finance	380,429.05	522,077.25	141,648.20
Customer Services	456,813.28	495,183.90	38,370.62
Field Operations	260,379.18	262,490.15	2,110.97
Production	1,825,980.55	3,335,931.30	1,509,950.75
Environmental Compliance	222,252.41	291,949.80	69,697.39
Distribution	888,362.91	975,630.10	87,267.19
Field Services	533,124.05	635,777.65	102,653.60
Maintenance	241,875.74	293,290.82	51,415.08
Water Conservation	168,532.86	189,502.60	20,969.74
Engineering	577,430.95	656,462.65	79,031.70
GIS/CAD	140,187.26	159,304.35	19,117.09
Human Resources	112,234.82	129,426.50	17,191.68
Information Technology	419,101.67	500,511.15	81,409.48
Community Outreach	23,549.26	87,935.00	64,385.74
TOTAL OPERATING EXPENSES	7,119,717.23	9,667,478.97	2,547,761.74

**SACRAMENTO SUBURBAN WATER DISTRICT
OPERATING CAPITAL BUDGET
5/31/2021**

Project Number	Project Name	2021 Original Budget	2021 Changes	2021 Amended Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year-To-Date	Committed Year- To-Date	Remaining Balance
SF20-485	OFF FURNITURE/WORKSTATIONS	\$ -	\$ -	\$ -	\$ 3,407.75	\$ 3,407.75		\$ -	\$ -	\$ 3,407.75
SF20-493	BOARD ROOM WALL MAP	\$ -	-		4,000.00	4,000.00		-		\$ 4,000.00
SF21-500	PROPERTY ACQUISITION	\$ 700,000.00	(18,000.00) ^{1,3}	\$ 682,000.00		682,000.00		-	\$ 15,270.00	\$ 666,730.00
SF21-501	UPDATE URBAN WTR MGMT PLAN	\$ 175,000.00	(90,000.00) ²	85,000.00		85,000.00		56,688.25	8,321.75	\$ 19,990.00
SF21-502	CALIBRATION HYDROLIC MODEL	\$ 130,000.00	- ^{2,4}	130,000.00		130,000.00		-		\$ 130,000.00
SF21-503	DEV PIPELINE CA GUIDELINE	\$ 75,000.00	(32,000.00) ⁴	43,000.00		43,000.00		-		\$ 43,000.00
SF21-504	WATT/ELKH TREE REPL/IRRIGA MOD	\$ 55,500.00		55,500.00		55,500.00		-		\$ 55,500.00
SF21-505	FENCE REPL - 3 SITES	\$ 24,000.00		24,000.00		24,000.00		-		\$ 24,000.00
SF20-487	VEHICLE REPL - TRUCK# 46	\$ -		-	32,000.00	32,000.00		31,634.68	-	\$ 365.32
SF20-488	VEHICLE REPL - TRUCK# 49	\$ -		-	6,288.52	6,288.52		6,249.52	-	\$ 39.00
SF20-489	VEHICLE REPL - TRUCK# 54	\$ -		-	1,987.04	1,987.04		1,878.57	-	\$ 108.47
SF20-490	VEHICLE REPL - TRUCK# 56	\$ -		-	6,188.52	6,188.52		6,123.07	-	\$ 65.45
SF20-491	VEHICLE REPL - TRUCK# 4	\$ -		-	30,800.00	30,800.00		30,791.17	-	\$ 8.83
SF20-492	VEHICLE REPL - TRUCK# 16	\$ -		-	30,800.00	30,800.00		30,791.17	-	\$ 8.83
SF21-506	VEHICLE REPL-TRUCK# 9	\$ 32,500.00		32,500.00		32,500.00		-	27,993.00	\$ 4,507.00
SF21-507	VEHICLE REPL - TRUCK# 42	\$ 32,500.00		32,500.00		32,500.00		-	27,993.00	\$ 4,507.00
SF21-508	VEHICLE REPL - TRUCK# 50	\$ 47,000.00		47,000.00		47,000.00		-	42,944.00	\$ 4,056.00
SF21-509	VEHICLE REPL - TRUCK# 57	\$ 47,000.00		47,000.00		47,000.00		-	42,944.00	\$ 4,056.00
SF21-510	2020 JOHN DEERE 320G SKID STE	\$ 100,000.00		100,000.00		100,000.00		-	68,704.47	\$ 31,295.53
SF21-511	VACUUM TRAILER REPL-METER PM	\$ 51,000.00		51,000.00		51,000.00		-	50,830.00	\$ 170.00
SF21-512	IT - HARDWARE REFRESH	\$ 166,500.00		166,500.00	27,197.32	193,697.32		89,295.53	-	\$ 104,401.79
SF21-513	IT - SOFTWARE UPGRADE/ENHANCE	\$ 125,000.00		125,000.00		125,000.00		-		\$ 125,000.00
SF21-514	MARCONI OFFICE IMPRV/CUS SERV	\$ 100,000.00	15,000.00 ¹	115,000.00		115,000.00		-		\$ 115,000.00
SF21-515	HVAC/ROOF/BUILDING REPAIRS	\$ 20,000.00		20,000.00		20,000.00		13,958.00	141.15	\$ 5,900.85
SF21-516	2021 MASTER CIP SCHEDULE	\$ -	32,000.00 ²	32,000.00		32,000.00		-	7,258.75	\$ 24,741.25
SF21-517	SCADA ASSET MGMT PLAN	\$ -	93,000.00 ^{2,3}	93,000.00		93,000.00		-	88,182.42	\$ 4,817.58
TOTAL		\$ 1,881,000.00	\$0.00	\$1,881,000.00	\$142,669.15	\$2,023,669.15	\$0.00	\$267,409.96	\$380,582.54 #	\$1,375,676.65

**Sacramento Suburban Water District
Capital Improvement Project Budget
5/31/2021**

Project No.	Project Name	2021 Original Budget	2021 Amended Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year- To-Date	Committed Year-To- Date	Remaining Balance
SC21-009	WELL REHAB/PUMP ST IMPROVEMENT	\$1,890,000.00	\$1,890,000.00	\$737,876.57	\$2,627,876.57	\$ 58,144.78	\$ 386,841.52	\$ 1,242,469.65	\$ 998,565.40
SC21-010	SCADA/COMMUNICATION IMPROVE	\$785,000.00	\$860,000.00	\$1,031,117.43	\$1,891,117.43	41,583.78	243,898.81	1,588,744.92	\$ 58,473.70
SC21-011	WELL DESTRUCTION/SITE DEMOLIT	\$152,000.00	\$152,000.00	\$81,697.28	\$233,697.28	4,270.30	23,645.90	192,573.38	\$ 17,478.00
SC21-012	WELL NEW CONSTRUCTION	\$4,620,000.00	\$6,020,000.00	\$955,531.81	\$6,975,531.81	113,072.85	269,493.38	6,136,914.71	\$ 569,123.72
SC21-018	DISTRIBUTION MAIN REPL/IMPROV	\$5,083,000.00	\$4,383,000.00	\$205,211.39	\$4,588,211.39	516,893.39	1,245,605.60	2,190,966.30	\$ 1,151,639.49
SC21-024	METER RETROFIT PROGRAM	\$2,000,000.00	\$1,450,000.00	\$88,078.56	\$1,538,078.56	313,008.77	936,778.73	342,817.37	\$ 258,482.46
SC21-034	RESERVIOR/TANK IMPROVEMENT	\$345,000.00	\$345,000.00	\$160,903.16	\$505,903.16	43,680.39	112,828.24	161,435.57	\$ 231,639.35
SC21-035	CORROSION CONTROL-TRAN MAIN	\$50,000.00	\$50,000.00	-	\$50,000.00	-	-	-	\$ 50,000.00
SC21-037	VALVE/HYDRANT/SERV REPL	\$300,000.00	\$300,000.00	-	\$300,000.00	16,710.60	128,335.71	51,060.80	\$ 120,603.49
SC21-038	LARGE METER REPLACEMENT	\$40,000.00	\$40,000.00	-	\$40,000.00	-	-	-	\$ 40,000.00
SC21-039	METER REPLACEMENT-PM	\$250,000.00	\$250,000.00	-	\$250,000.00	19,915.44	82,512.14	8,897.24	\$ 158,590.62
SC21-040	AMI ENDPOINTS	\$1,400,000.00	\$1,175,000.00	\$463,779.30	\$1,638,779.30	58,567.76	886,794.89	177,137.88	\$ 574,846.53
SC21-048	SPECIAL PROJECTS	\$5,000.00	\$5,000.00	\$77,042.17	\$82,042.17	-	61,399.75	3,269.92	\$ 17,372.50
SC21-049	WATER RELATED STREET IMPROV	\$200,000.00	\$200,000.00	\$50,000.00	\$250,000.00	-	-	73,860.00	\$ 176,140.00
		\$ 17,120,000.00	\$ 17,120,000.00	\$ 3,851,237.67	\$ 20,971,237.67	\$ 1,185,848.06	\$ 4,378,134.67	\$ 12,170,147.74	\$ 4,422,955.26

**Sacramento Suburban Water District
Debt
5/31/2021**

Principal Current Month

	Series 2009A COP	Series 2012A	Series 2018A	Total
Beginning Balance	\$ 42,000,000	\$ 10,990,000	\$ 12,275,000	\$ 65,265,000
Additions:				-
Reductions: Payment	-	-	-	-
Ending Balance	<u>\$ 42,000,000</u>	<u>\$ 10,990,000</u>	<u>\$ 12,275,000</u>	<u>\$ 65,265,000</u>

Principal Year-To-Date

	Series 2009A COP	Series 2012A	Series 2018A	Total
Beginning Balance	\$ 42,000,000	\$ 10,990,000	\$ 12,275,000	\$ 65,265,000
Additions:				-
Reductions: Payment	-			
Ending Balance	<u>\$ 42,000,000</u>	<u>\$ 10,990,000</u>	<u>\$ 12,275,000</u>	<u>\$ 65,265,000</u>

Interest Expense

	Current Month Actual	Year-To-Date Actual	Budget	Variance
Interest Expense	<u>\$ 155,715</u>	<u>\$ 766,373</u>	<u>\$ 1,069,436</u>	<u>\$ 303,063</u>

**Investments Outstanding and Activity
May 2021**



Managed Account Detail of Securities Held

For the Month Ending **May 31, 2021**

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 09/02/2014 2.000% 08/31/2021		912828D72	375,000.00	AA+	Aaa	07/06/17	07/11/17	377,270.51	1.85	1,895.38	375,136.65	376,816.43
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	516.30	473,871.49	477,375.00
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021		912828T67	570,000.00	AA+	Aaa	08/30/17	08/31/17	561,004.69	1.64	619.57	569,101.65	572,850.00
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022		912828X47	135,000.00	AA+	Aaa	01/03/18	01/04/18	133,286.13	2.18	220.11	134,638.10	137,214.84
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	1,548.91	943,047.89	965,585.89
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	1,711.96	1,042,592.83	1,067,226.51
US TREASURY NOTES DTD 08/15/2012 1.625% 08/15/2022		912828TJ9	500,000.00	AA+	Aaa	09/05/18	09/07/18	479,023.44	2.76	2,379.14	493,581.58	509,296.90
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022		912828N30	25,000.00	AA+	Aaa	01/07/19	01/10/19	24,639.65	2.51	223.07	24,856.46	25,792.97
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	12,268.64	1,366,185.85	1,418,613.35
US TREASURY NOTES DTD 05/31/2016 1.625% 05/31/2023		912828R69	300,000.00	AA+	Aaa	06/03/19	06/07/19	297,644.53	1.83	13.32	298,819.03	308,812.50
US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023		912828T91	650,000.00	AA+	Aaa	07/01/19	07/03/19	645,708.98	1.78	918.48	647,606.15	672,445.28
US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023		912828T91	2,050,000.00	AA+	Aaa	10/02/19	10/04/19	2,061,771.48	1.48	2,896.74	2,056,977.45	2,120,788.96
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024		912828XX3	375,000.00	AA+	Aaa	02/03/20	02/07/20	385,180.66	1.36	3,149.17	382,135.98	394,277.33
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024		912828XX3	475,000.00	AA+	Aaa	03/02/20	03/06/20	498,137.70	0.85	3,988.95	491,505.97	499,417.94



Managed Account Detail of Securities Held

For the Month Ending **May 31, 2021**

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 06/30/2017 2.000% 06/30/2024	912828XX3	650,000.00	AA+	Aaa	11/01/19	11/06/19	663,152.34	1.55	5,458.56	658,714.01	683,414.03
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	925,000.00	AA+	Aaa	01/02/20	01/07/20	938,622.07	1.66	7,767.96	934,367.25	972,550.73
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	1,925,000.00	AA+	Aaa	12/02/19	12/05/19	1,953,875.00	1.66	16,165.75	1,944,463.38	2,023,956.94
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	550,000.00	AA+	Aaa	08/05/20	08/07/20	587,855.47	0.18	4,041.44	580,835.60	575,437.50
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	975,000.00	AA+	Aaa	06/03/20	06/05/20	1,036,356.45	0.36	7,164.37	1,023,093.17	1,020,093.75
US TREASURY NOTES DTD 12/31/2019 1.750% 12/31/2024	912828YY0	1,000,000.00	AA+	Aaa	07/01/20	07/06/20	1,065,312.50	0.28	7,348.07	1,052,162.33	1,046,250.00
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	250,000.00	AA+	Aaa	05/04/21	05/06/21	245,771.48	0.75	393.65	245,836.15	246,210.95
Security Type Sub-Total		15,580,000.00					15,710,440.23	1.63	80,689.54	15,739,528.97	16,114,427.80
Supra-National Agency Bond / Note											
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	7,333.33	749,916.58	752,802.75
INTL BK OF RECON AND DEV NOTE DTD 04/20/2021 0.125% 04/20/2023	459058JV6	315,000.00	AAA	Aaa	04/13/21	04/20/21	314,347.95	0.23	44.84	314,385.47	314,729.73
INTL BK RECON & DEVELOP NOTES DTD 11/24/2020 0.250% 11/24/2023	459058JM6	600,000.00	AAA	Aaa	11/17/20	11/24/20	598,710.00	0.32	29.17	598,932.66	599,842.20
Security Type Sub-Total		1,665,000.00					1,661,302.95	1.44	7,407.34	1,663,234.71	1,667,374.68
Municipal Bond / Note											



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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
Municipal Bond / Note											
CA ST EARTHQUAKE AUTH TXBL REV BONDS DTD 11/24/2020 1.477% 07/01/2023	13017HAK2	85,000.00	NR	NR	11/13/20	11/24/20	85,000.00	1.48	523.10	85,000.00	86,938.00
CHAFFEY UHSD, CA TXBL GO BONDS DTD 12/05/2019 2.101% 08/01/2024	157411TK5	100,000.00	AA-	Aa1	11/06/19	12/05/19	100,000.00	2.10	700.33	100,000.00	104,408.00
SAN JUAN USD, CA TXBL GO BONDS DTD 10/29/2020 0.702% 08/01/2024	798306WN2	200,000.00	NR	Aa2	10/16/20	10/29/20	200,000.00	0.70	468.00	200,000.00	201,412.00
NY ST URBAN DEV CORP TXBL REV BONDS DTD 12/23/2020 0.870% 03/15/2025	650036DT0	425,000.00	AA+	NR	12/16/20	12/23/20	425,000.00	0.87	780.58	425,000.00	425,918.00
UNIV OF CAL TXBL REV BONDS DTD 07/16/2020 0.883% 05/15/2025	91412HGE7	100,000.00	AA	Aa2	07/10/20	07/16/20	100,000.00	0.88	39.24	100,000.00	101,019.00
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	75,000.00	AA	Aa3	09/03/20	09/16/20	75,530.25	1.11	393.12	75,452.03	76,031.25
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	105,000.00	AA	Aa3	09/03/20	09/16/20	105,696.15	1.12	550.37	105,593.46	106,443.75
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	200,000.00	AA	Aa3	09/03/20	09/16/20	200,000.00	1.26	1,048.33	200,000.00	202,750.00
MN ST TXBL GO BONDS DTD 08/25/2020 0.630% 08/01/2025	60412AVJ9	130,000.00	AAA	Aa1	08/11/20	08/25/20	130,000.00	0.63	273.00	130,000.00	130,309.40
LOS ANGELES CCD, CA TXBL GO BONDS DTD 11/10/2020 0.773% 08/01/2025	54438CYK2	175,000.00	AA+	Aaa	10/30/20	11/10/20	175,000.00	0.77	450.92	175,000.00	174,086.50
NJ TURNPIKE AUTHORITY TXBL REV BONDS DTD 02/04/2021 1.047% 01/01/2026	646140DP5	90,000.00	A+	A2	01/22/21	02/04/21	90,000.00	1.05	306.25	90,000.00	90,008.10
Security Type Sub-Total		1,685,000.00					1,686,226.40	1.01	5,533.24	1,686,045.49	1,699,324.00
Federal Agency Collateralized Mortgage Obligation											
FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	15,111.81	AA+	Aaa	04/11/18	04/30/18	15,412.40	2.93	44.83	15,134.48	15,111.81



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Federal Agency Collateralized Mortgage Obligation												
FHLMC SERIES K721 A2	12/01/2015 3.090% 08/01/2022	3137BM6P6	198,194.57	AA+	Aaa	04/04/18	04/09/18	199,882.33	2.88	510.35	198,651.07	202,812.57
FHMS KP05 A	12/01/2018 3.203% 07/01/2023	3137FKK39	16,163.36	AA+	Aaa	12/07/18	12/17/18	16,163.31	3.20	43.14	16,163.34	16,534.96
FHMS KJ27 A1	11/01/2019 2.092% 07/01/2024	3137FO3V3	98,821.10	AA+	Aaa	11/20/19	11/26/19	98,818.71	2.09	172.28	98,819.50	101,009.33
FHMS K043 A2	03/01/2015 3.062% 12/01/2024	3137BGK24	275,000.00	AA+	Aaa	03/19/20	03/25/20	288,621.09	1.95	701.71	285,176.04	297,262.65

Security Type Sub-Total			603,290.84					618,897.84	2.33	1,472.31	613,944.43	632,731.32
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Federal Agency Bond / Note												
FHLB GLOBAL NOTE	07/14/2016 1.125% 07/14/2021	3130A8QS5	975,000.00	AA+	Aaa	07/14/16	07/15/16	969,071.03	1.25	4,174.22	974,860.30	976,285.05
FNMA NOTES	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	469.44	129,981.23	130,334.36
FNMA NOTES	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	1,516.67	419,928.19	421,080.24
FREDDIE MAC NOTES	08/21/2020 0.250% 08/24/2023	3137EAEV7	1,200,000.00	AA+	Aaa	08/19/20	08/21/20	1,198,776.00	0.28	808.33	1,199,092.59	1,202,068.80
FREDDIE MAC NOTES	09/04/2020 0.250% 09/08/2023	3137EAEW5	365,000.00	AA+	Aaa	09/02/20	09/04/20	365,066.65	0.24	210.38	365,050.28	365,557.36
FREDDIE MAC NOTES	09/04/2020 0.250% 09/08/2023	3137EAEW5	485,000.00	AA+	Aaa	09/02/20	09/04/20	484,839.95	0.26	279.55	484,879.27	485,740.59
FREDDIE MAC NOTES	10/16/2020 0.125% 10/16/2023	3137EAEY1	415,000.00	AA+	Aaa	10/14/20	10/16/20	413,452.05	0.25	64.84	413,774.36	414,238.06
FREDDIE MAC NOTES	11/05/2020 0.250% 11/06/2023	3137EAEZ8	450,000.00	AA+	Aaa	11/03/20	11/05/20	449,595.00	0.28	78.13	449,671.86	450,408.60
FANNIE MAE NOTES	11/25/2020 0.250% 11/27/2023	3135G06H1	400,000.00	AA+	Aaa	11/23/20	11/25/20	399,544.00	0.29	11.11	399,622.15	400,372.00



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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
Federal Agency Bond / Note											
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	400,000.00	AA+	Aaa	12/02/20	12/04/20	399,604.00	0.28	491.67	399,668.73	400,274.80
FEDERAL HOME LOAN BANK NOTES DTD 04/16/2020 0.500% 04/14/2025	3130AJHU6	450,000.00	AA+	Aaa	04/15/20	04/16/20	447,768.00	0.60	293.75	448,270.93	449,439.75
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	450,000.00	AA+	Aaa	04/22/20	04/24/20	449,073.00	0.67	304.69	449,277.81	451,600.20
FREDDIE MAC NOTES DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	500,000.00	AA+	Aaa	07/21/20	07/23/20	497,510.00	0.48	677.08	497,937.29	494,776.00
FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	450,000.00	AA+	Aaa	08/25/20	08/27/20	447,894.00	0.47	450.00	448,214.98	444,819.60
FEDERAL HOME LOAN BANK NOTES DTD 09/11/2020 0.375% 09/04/2025	3130AK5E2	200,000.00	AA+	Aaa	09/10/20	09/11/20	199,400.00	0.44	181.25	199,486.75	197,517.60
FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	450,000.00	AA+	Aaa	09/23/20	09/25/20	448,645.50	0.44	318.75	448,830.41	444,156.75
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	450,000.00	AA+	Aaa	11/09/20	11/12/20	448,389.00	0.57	150.00	448,566.82	446,055.75
Security Type Sub-Total		8,190,000.00					8,166,482.45	0.55	10,479.86	8,177,113.95	8,174,725.51

Corporate Note											
PACCAR FINANCIAL CORP NOTE DTD 03/01/2019 2.850% 03/01/2022	69371RP75	150,000.00	A+	A1	02/22/19	03/01/19	149,868.00	2.88	1,068.75	149,967.12	152,959.50
JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	275,000.00	A-	A2	03/15/19	03/22/19	275,000.00	3.21	1,469.88	275,000.00	281,645.65
CATERPILLAR FINL SERVICE CORPORATE NOTES DTD 07/08/2020 0.650% 07/07/2023	14913R2D8	300,000.00	A	A2	07/06/20	07/08/20	299,832.00	0.67	780.00	299,882.37	302,303.40
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 08/14/2020 0.500% 08/14/2023	89236THF5	250,000.00	A+	A1	08/11/20	08/14/20	249,807.50	0.53	371.53	249,858.66	250,970.00



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Corporate Note											
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 10/09/2020 0.400% 10/10/2023	24422EVJ5	100,000.00	A	A2	10/06/20	10/09/20	99,884.00	0.44	56.67	99,908.87	100,146.40
PNC BANK NA CORP NOTES DTD 01/23/2019 3.500% 01/23/2024	693475AV7	380,000.00	A-	A3	02/12/19	02/15/19	382,705.60	3.34	4,728.89	381,449.59	409,534.36
CHARLES SCHWAB CORP NOTES (CALLABLE) DTD 03/18/2021 0.750% 03/18/2024	808513BN4	135,000.00	A	A2	03/16/21	03/18/21	134,932.50	0.77	205.31	134,937.12	136,058.40
BANK OF NY MELLON CORP NOTES (CALLABLE) DTD 04/26/2021 0.500% 04/26/2024	06406RAS6	365,000.00	A	A1	04/19/21	04/26/21	364,609.45	0.54	177.43	364,622.28	365,588.38
MORGAN STANLEY CORP NOTES DTD 04/28/2014 3.875% 04/29/2024	61746BDO6	375,000.00	BBB+	A1	07/19/19	07/23/19	396,483.75	2.59	1,291.67	388,109.77	409,269.38
AMAZON.COM INC CORPORATE NOTES DTD 05/12/2021 0.450% 05/12/2024	023135BW5	355,000.00	AA-	A1	05/10/21	05/12/21	354,481.70	0.50	84.31	354,491.16	355,617.70
AMERICAN HONDA FINANCE CORP NOTE DTD 06/27/2019 2.400% 06/27/2024	02665WCZ2	375,000.00	A-	A3	07/11/19	07/15/19	373,140.00	2.51	3,850.00	373,846.37	396,660.38
GOLDMAN SACHS GROUP INC BONDS DTD 07/08/2014 3.850% 07/08/2024	38141EC23	375,000.00	BBB+	A2	07/08/19	07/11/19	392,467.50	2.84	5,734.90	385,850.15	407,913.75
BB&T CORPORATION CORP BONDS DTD 07/29/2019 2.500% 08/01/2024	05531FBH5	400,000.00	A-	A3	08/01/19	08/05/19	400,664.00	2.46	3,333.33	400,421.42	422,685.60
WALT DISNEY COMPANY/THE DTD 09/06/2019 1.750% 08/30/2024	254687FK7	400,000.00	BBB+	A2	09/03/19	09/06/19	398,368.00	1.84	1,808.33	398,936.51	414,052.80
BANK OF NY MELLON CORP DTD 10/24/2019 2.100% 10/24/2024	06406RAL1	150,000.00	A	A1	01/21/20	01/28/20	150,660.00	2.00	323.75	150,473.17	157,382.70
CITIGROUP INC CORP NOTES DTD 04/27/2015 3.300% 04/27/2025	172967JP7	275,000.00	BBB+	A3	08/28/20	09/01/20	305,236.25	0.88	857.08	300,377.81	300,263.70



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Corporate Note											
JPMORGAN CHASE & CO CORPORATE NOTES DTD 06/01/2021 0.824% 06/01/2025	46647PCH7	395,000.00	A-	A2	05/24/21	06/01/21	395,000.00	0.82	0.00	395,000.00	395,996.19
BANK OF AMERICA CORP NOTES DTD 07/30/2015 3.875% 08/01/2025	06051GFS3	275,000.00	A-	A2	08/18/20	08/20/20	314,011.50	0.93	3,552.08	307,858.61	307,004.50
UNITEDHEALTH GROUP INC CORPORATE NOTES DTD 05/19/2021 1.150% 05/15/2026	91324PEC2	325,000.00	A+	A3	05/17/21	05/19/21	324,434.50	1.19	124.58	324,438.53	325,294.13
Security Type Sub-Total		5,655,000.00					5,761,586.25	1.73	29,818.49	5,735,429.51	5,891,346.92
Commercial Paper											
SUMITOMO MITSUI TRUST NY COMM PAPER DTD 05/05/2021 0.000% 11/01/2021	86563GY14	800,000.00	A-1	P-1	05/05/21	05/05/21	799,320.00	0.17	0.00	799,422.00	799,355.20
CREDIT SUISSE NEW YORK COMM PAPER DTD 04/29/2021 0.000% 01/24/2022	2254EBAO4	800,000.00	A-1	P-1	04/29/21	04/30/21	798,386.00	0.27	0.00	798,578.00	798,699.20
Security Type Sub-Total		1,600,000.00					1,597,706.00	0.22	0.00	1,598,000.00	1,598,054.40
Certificate of Deposit											
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	650,000.00	A-1+	P-1	06/07/18	06/08/18	650,000.00	3.24	10,179.00	650,000.00	650,462.80
SOCIETE GENERALE NY CERT DEPOS DTD 02/19/2020 1.800% 02/14/2022	83369XDL9	400,000.00	A-1	P-1	02/14/20	02/19/20	400,000.00	1.80	2,140.00	400,000.00	404,180.00
MUFG BANK LTD/NY CERT DEPOS DTD 02/28/2019 2.980% 02/25/2022	55379WZU3	375,000.00	A-1	P-1	02/27/19	02/28/19	375,000.00	2.96	2,948.96	375,000.00	383,065.13
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	380,000.00	A	A1	07/10/20	07/14/20	380,000.00	0.70	1,064.00	380,000.00	381,899.24
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	400,000.00	AA-	Aa3	08/27/19	08/29/19	400,000.00	1.84	1,952.78	400,000.00	408,518.80



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Certificate of Deposit											
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	400,000.00	A+	Aa2	08/29/19	09/03/19	400,000.00	1.85	1,963.33	400,000.00	408,568.40
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	400,000.00	AA-	Aa2	12/04/19	12/06/19	400,000.00	2.03	4,102.67	400,000.00	411,074.40
CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	300,000.00	A+	Aa3	03/19/21	03/23/21	300,000.00	0.59	344.17	300,000.00	300,339.00
Security Type Sub-Total		3,305,000.00					3,305,000.00	2.02	24,694.91	3,305,000.00	3,348,107.77
Asset-Backed Security											
TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	65,209.81	AAA	Aaa	05/09/18	05/16/18	65,208.83	2.96	85.79	65,209.52	65,528.07
ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	63,340.03	AAA	Aaa	06/19/18	06/27/18	63,335.70	3.00	84.45	63,338.49	63,607.03
HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	129,448.91	AAA	Aaa	11/20/18	11/28/18	129,429.57	3.16	181.80	129,441.31	130,758.93
NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	183,612.36	AAA	Aaa	12/04/18	12/12/18	183,577.17	3.22	262.77	183,596.45	186,184.11
VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	200,000.00	AAA	Aaa	01/21/20	01/29/20	199,976.58	1.85	113.06	199,983.58	203,653.68
COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	AAA	NR	08/28/19	09/05/19	799,798.56	1.73	611.56	799,869.39	814,940.96
GMALT 2021-2 A4 DTD 05/26/2021 0.410% 05/20/2025	380144AD7	50,000.00	AAA	NR	05/18/21	05/26/21	49,995.79	0.41	2.85	49,995.81	49,983.17
VWALT 2020-A A4 DTD 12/03/2020 0.450% 07/21/2025	92868VAD1	265,000.00	AAA	NR	11/24/20	12/03/20	264,945.20	0.45	36.44	264,951.03	265,384.97
CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	150,000.00	AAA	NR	10/14/20	10/21/20	149,966.99	0.50	33.33	149,971.17	150,299.61
GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	135,000.00	AAA	NR	10/06/20	10/14/20	134,971.15	0.38	21.38	134,974.90	135,229.27



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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
Asset-Backed Security											
HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	95,000.00	AAA	NR	04/20/21	04/28/21	94,990.01	0.38	16.04	94,990.22	95,018.54
CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	65,000.00	AAA	NR	01/20/21	01/27/21	64,987.16	0.34	9.82	64,988.06	65,005.20
CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314OAC8	145,000.00	AAA	NR	04/13/21	04/21/21	144,968.75	0.52	33.51	144,969.48	144,994.65
Security Type Sub-Total		2,346,611.11					2,346,151.46	1.51	1,492.80	2,346,279.41	2,370,588.19
Managed Account Sub-Total		40,629,901.95					40,853,793.58	1.38	161,588.49	40,864,576.47	41,496,680.59
Securities Sub-Total		\$40,629,901.95					\$40,853,793.58	1.38%	\$161,588.49	\$40,864,576.47	\$41,496,680.59
Accrued Interest											\$161,588.49
Total Investments											\$41,658,269.08

Bolded items are forward settling trades.

**Investment Activity
May 2021**



Managed Account Security Transactions & Interest

For the Month Ending **May 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
BUY										
05/04/21	05/06/21	US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	250,000.00	(245,771.48)	(326.31)	(246,097.79)			
05/05/21	05/05/21	SUMITOMO MITSUI TRUST NY COMM PAPER DTD 05/05/2021 0.000% 11/01/2021	86563GY14	800,000.00	(799,320.00)	0.00	(799,320.00)			
05/10/21	05/12/21	AMAZON.COM INC CORPORATE NOTES DTD 05/12/2021 0.450% 05/12/2024	023135BW5	355,000.00	(354,481.70)	0.00	(354,481.70)			
05/17/21	05/19/21	UNITEDHEALTH GROUP INC CORPORATE NOTES DTD 05/19/2021 1.150% 05/15/2026	91324PEC2	325,000.00	(324,434.50)	0.00	(324,434.50)			
05/18/21	05/26/21	GMALT 2021-2 A4 DTD 05/26/2021 0.410% 05/20/2025	380144AD7	50,000.00	(49,995.79)	0.00	(49,995.79)			
05/24/21	06/01/21	JPMORGAN CHASE & CO CORPORATE NOTES DTD 06/01/2021 0.824% 06/01/2025	46647PCH7	395,000.00	(395,000.00)	0.00	(395,000.00)			

Transaction Type Sub-Total **2,175,000.00** **(2,169,003.47)** **(326.31)** **(2,169,329.78)**

INTEREST										
05/01/21	05/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	27,244.93	0.00	72.72	72.72			
05/01/21	05/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	104,669.81	0.00	301.92	301.92			
05/01/21	05/25/21	FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	275,000.00	0.00	701.71	701.71			
05/01/21	05/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	17,556.77	0.00	52.09	52.09			
05/01/21	05/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	198,530.27	0.00	511.22	511.22			
05/03/21	05/03/21	MONEY MARKET FUND	MONEY0002	0.00	0.00	48.62	48.62			
05/06/21	05/06/21	FREDDIE MAC NOTES DTD 11/05/2020 0.250% 11/06/2023	3137EAEZ8	450,000.00	0.00	565.63	565.63			
05/07/21	05/07/21	FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	450,000.00	0.00	1,093.75	1,093.75			



Managed Account Security Transactions & Interest

For the Month Ending **May 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
05/15/21	05/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	147,519.12	0.00	388.47	388.47			
05/15/21	05/15/21	TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	81,382.14	0.00	200.74	200.74			
05/15/21	05/15/21	ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	80,816.03	0.00	202.04	202.04			
05/15/21	05/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	203,300.23	0.00	545.52	545.52			
05/15/21	05/15/21	UNIV OF CAL TXBL REV BONDS DTD 07/16/2020 0.883% 05/15/2025	91412HGE7	100,000.00	0.00	441.50	441.50			
05/15/21	05/15/21	CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	65,000.00	0.00	18.42	18.42			
05/15/21	05/15/21	CARMX 2020-4 A3 DTD 10/21/2020 0.500% 08/15/2025	14316HAC6	150,000.00	0.00	62.50	62.50			
05/15/21	05/15/21	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	95,000.00	0.00	17.05	17.05			
05/15/21	05/15/21	COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	0.00	1,146.67	1,146.67			
05/15/21	05/15/21	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	145,000.00	0.00	50.27	50.27			
05/16/21	05/16/21	GMCAR 2020-4 A3 DTD 10/14/2020 0.380% 08/18/2025	36260KAC8	135,000.00	0.00	42.75	42.75			
05/20/21	05/20/21	VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	200,000.00	0.00	308.33	308.33			
05/20/21	05/20/21	VWALT 2020-A A4 DTD 12/03/2020 0.450% 07/21/2025	92868VAD1	265,000.00	0.00	99.38	99.38			
05/24/21	05/24/21	INTL BK RECON & DEVELOP NOTES DTD 11/24/2020 0.250% 11/24/2023	459058JM6	600,000.00	0.00	750.00	750.00			
05/27/21	05/27/21	FANNIE MAE NOTES DTD 11/25/2020 0.250% 11/27/2023	3135G06H1	400,000.00	0.00	505.56	505.56			
05/31/21	05/31/21	US TREASURY NOTES DTD 05/31/2016 1.625% 05/31/2023	912828R69	300,000.00	0.00	2,437.50	2,437.50			
Transaction Type Sub-Total				5,291,019.30	0.00	10,564.36	10,564.36			



Managed Account Security Transactions & Interest

For the Month Ending **May 31, 2021**

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
MATURITY											
	05/15/21	05/15/21	HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	150,000.00	150,000.00	2,325.00	152,325.00	103.50	0.00	
	05/19/21	05/19/21	STATE STREET CORP NOTES DTD 05/19/2016 1.950% 05/19/2021	857477AV5	110,000.00	110,000.00	1,072.50	111,072.50	467.50	0.00	
	05/21/21	05/21/21	CHARLES SCHWAB (CALLABLE) CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	250,000.00	250,000.00	4,062.50	254,062.50	7.50	0.00	
	05/31/21	05/31/21	US TREASURY NOTES DTD 05/31/2014 2.000% 05/31/2021	912828WN6	250,000.00	250,000.00	2,500.00	252,500.00	(8,984.37)	0.00	
Transaction Type Sub-Total					760,000.00	760,000.00	9,960.00	769,960.00	(8,405.87)	0.00	
PAYDOWNS											
	05/01/21	05/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	2,444.96	2,444.96	0.00	2,444.96	(48.63)	0.00	
	05/01/21	05/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	5,848.71	5,848.71	0.00	5,848.71	0.14	0.00	
	05/01/21	05/25/21	FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/01/2022	3137BM6P6	335.70	335.70	0.00	335.70	(2.86)	0.00	
	05/01/21	05/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	11,081.57	11,081.57	0.00	11,081.57	0.03	0.00	
	05/15/21	05/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	18,070.21	18,070.21	0.00	18,070.21	2.70	0.00	
	05/15/21	05/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	19,687.87	19,687.87	0.00	19,687.87	3.77	0.00	
	05/15/21	05/15/21	ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	17,476.00	17,476.00	0.00	17,476.00	1.20	0.00	
	05/15/21	05/15/21	TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	16,172.33	16,172.33	0.00	16,172.33	0.24	0.00	
Transaction Type Sub-Total					91,117.35	91,117.35	0.00	91,117.35	(43.41)	0.00	
SELL											
	05/11/21	05/12/21	US TREASURY NOTES DTD 05/31/2014 2.000% 05/31/2021	912828WN6	50,000.00	50,058.59	447.80	50,506.39	(1,738.29)	38.88	FIFO



Managed Account Security Transactions & Interest

For the Month Ending **May 31, 2021**

SACRAMENTO SUBURBAN WATER DISTRICT - 76850100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
SELL										
05/25/21	06/01/21	JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	400,000.00	409,704.00	2,138.00	411,842.00	9,704.00	9,704.00	FIFO
Transaction Type Sub-Total				450,000.00	459,762.59	2,585.80	462,348.39	7,965.71	9,742.88	
Managed Account Sub-Total					(858,123.53)	22,783.85	(835,339.68)	(483.57)	9,742.88	
Total Security Transactions					(858,123.53)	\$22,783.85	(\$835,339.68)	(\$483.57)	\$9,742.88	

Bolded items are forward settling trades.

**District Reserve Balances
May 31, 2021**

**Sacramento Suburban Water District
Reserve Fund Balance**

	<u>May 31, 2021</u>	<u>December 31, 2020</u>
Debt Service Reserve	\$ -	\$ -
Facilities Reimbursement	-	-
Emergency/Contingency	10,872,626	10,872,626
Operating	9,046,010	9,418,409
Rate Stabilization	5,217,769	4,854,850
Interest Rate Risk	-	-
Grant	500,000	500,000
Well Property Acquisition	350,000	350,000
Capital Asset	16,206,400	16,206,400
TOTAL	\$ 42,192,805	\$ 42,202,285

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

	<u>May 31, 2021</u>	<u>December 31, 2020</u>
Cash and Cash Equivalents	\$ 2,132,581	\$ 856,318
Investments	39,898,626	41,212,046
Interest Receivable	161,588	133,920
Restricted Cash	10	1
TOTAL	\$ 42,192,805	\$ 42,202,285

Information Required by Bond Agreement

**Sacramento Suburban Water District
Schedule of Net Revenues
As Of**

	Actual	Budget
	Year-To-Date	Year-To-Date
	5/31/2021	5/31/2021
REVENUES		
Water sales charges	\$18,508,910.11	\$18,284,871.00
Facility development charges	867,146.00	125,000.00
Interest and investment income	276,411.33	348,750.00
Rental & other income	185,489.02	127,080.00
TOTAL REVENUES	19,837,956.46	18,885,701.00
EXPENSES		
Source of supply	538,403.65	1,615,460.00
Pumping	1,509,829.31	2,012,421.10
Transmission and distribution	1,432,124.26	1,625,991.10
Water conservation	168,532.86	189,502.60
Customer accounts	480,362.54	583,118.90
Administrative and general	2,985,164.61	3,640,985.27
TOTAL EXPENSES	7,114,417.23	9,667,478.97
NET REVENUE	12,723,539.23	9,218,222.03

**Sacramento Suburban Water District
6 - Months Debt Service Schedule
5/31/2021**

Total SSWD Debt Service						
Month	Principal	Interest		Facility Fee	Remarketing	Debt Service
		Adjustable/Fixed/Swap				
June-21	\$ -	\$	86,223.50	\$ 50,400.00	\$ 13,125.00	\$ 149,748.50
July-21	-		86,223.50	-	-	86,223.50
August-21	-		86,223.50	-	-	86,223.50
September-21	-		86,223.50	50,400.00	13,125.00	149,748.50
October - 21	4,965,000.00		1,019,910.26			5,984,910.26
November - 21	-		86,223.50			86,223.50

Series 2012A Fixed Rate Bonds (\$23,440,000.00)						
Month	Principal	Interest - Fixed		Facility Fee	Remarketing	Debt Service
		4.25%				
June-21	\$ -	\$	-	\$ -	\$ -	\$ -
July-21	-		-	-	-	-
August-21	-		-	-	-	-
September-21	-		-	-	-	-
October - 21	2,320,000.00		518,237.50	-	-	2,838,237.50
November - 21	-		-	-	-	-

Series 2009A Adjustable Rate COPs (\$42,000,000.00)						
Month	Principal	Interest, Adjustable		Facility Fee	Remarketing	Debt Service
		0.05%				
				0.480%	0.125%	
June-21		\$	1,750.00	\$ 50,400.00	\$ 13,125.00	\$ 65,275.00
July-21			1,750.00			1,750.00
August-21			1,750.00			1,750.00
September-21			1,750.00	50,400.00	13,125.00	65,275.00
October - 21			1,750.00			1,750.00
November - 21			1,750.00			1,750.00

Series 2018A Fixed Rate COPs (\$27,915,000)						
Month	Principal	Interest - Fixed		Facility Fee	Remarketing	Debt Service
		3.17%				
June-21	\$ -	\$	-	\$ -	\$ -	\$ -
July-21	-		-	-	-	-
August-21	-		-	-	-	-
September-21	-		-	-	-	-
October - 21	2,645,000.00		415,449.26	-	-	3,060,449.26
November - 21	-		-	-	-	-

2012 SWAP Interest, Net (\$33,000,000.00)						
Month	Principal	Interest, Swap Net		Facility Fee	Remarketing	Debt Service
		3.283%-(0.05891 +.18)%				
June-21		\$	84,473.50	-	-	84,473.50
July-21		\$	84,473.50	-	-	84,473.50
August-21		\$	84,473.50	-	-	84,473.50
September-21		\$	84,473.50	-	-	84,473.50
October - 21		\$	84,473.50	-	-	84,473.50
November - 21		\$	84,473.50	-	-	84,473.50

**Financial Markets Report
May 31, 2021**

Financial Markets Report May 31, 2021

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	\$ 10,990,000	Fixed Rate Revenue Bond		11/1/2027
2018A	<u>\$ 19,615,000</u>	<u>\$ 12,275,000</u>	Fixed Rate Revenue Bond		11/1/2028
	<u>\$ 90,105,000</u>	<u>\$ 65,265,000</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	0.66%
	Notional Amount	Counterparty	FMV	Receive Rate	Fixed Rate
Swap	\$33,300,000	Wells Fargo Bank, N.A.	(\$6,881,090)	0.239%	3.283%

Current Status of District's Investment Portfolio May 31 2021):

Fair Market Value	Security Type	Yield
\$ 262,746.88	Money Market	0.02%
7,381,299.29	LAIF	0.32%
1,598,054.40	Commercial Paper	0.22%
2,370,588.19	Asset-Backed Securities	1.51%
3,348,107.77	Certificates of Deposit	2.02%
5,891,346.92	Corporate Notes	1.73%
8,174,725.51	Federal Agency Securities Bonds/Notes	0.55%
632,731.32	Federal Agency Collateralized Mortgage Obligation	2.33%
1,699,324.00	Municipal Obligations	1.01%
1,667,374.68	Supra-National Agency Bond	1.44%
16,114,427.80	Treasury Bonds/Notes	1.63%
\$ 49,140,726.76		1.21%

Market:

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

Current Bond Markets

- The U.S. Treasury yield curve flattened modestly in April, as long term yields fell by nine to 11 basis points (bps) while short-term yields remain anchored to the Fed's near-zero rate policy. The yield on the benchmark 10-year Treasury fell to 1.63% after briefly rising in April to 1.74%, but is still 1% higher than its 2020 low, somewhat of a concession to the not-so-subtle inflation threat.
- Falling yields led to positive performance across all maturities, with longer tenors leading the pack. The 3-month T-Bill index was flat for the month, while the 5- and 10-year indices returned 0.54% and 1.19%, respectively.
- April's investment-grade (IG) corporate issuance was \$97.8 billion, in line with more normal 2019 levels. Lower borrowing costs continue to support the issuance of new debt. Supply continues to easily find a home as investor demand remains robust, keeping spreads in a very low and narrow trading range.
- With the passage of the American Recovery Plan and work underway to agree on an infrastructure funding package, the U.S. Treasury faces a significant increase in its borrowing programs. Estimates are that there will be \$1.3 trillion borrowed over the second half of the fiscal year. Most of this will be in intermediate and long maturity obligations while the Treasury will pay down an estimated \$350 billion of short-term bills in the first half of this year. This will put further pressure upward on long-maturity yields and press money market rates lower

PFM Strategy Recap

- Strategic opportunities are constrained by narrow spreads and low rates. The pace of the recovery is becoming more sustained, but inflation risks or at least the perception of rising inflation is rising as well. In this environment, we continue to recommend a somewhat defensive strategy by avoiding over weights to non-Treasury sectors and maintaining a neutral to slightly conservative duration stance.
- Federal agency yield spreads remained extraordinary narrow, presenting some opportunities to swap to Treasuries or Supranationals but little opportunity to add new positions.
- IG corporate spreads are once again approaching record tight levels, given general optimism on the economic recovery. We recommend swapping from short-maturity positions to longer duration new issues to maintain overall duration in the sector.
- With AAA-rated asset-backed securities spreads narrow and collateral performance in consumer sectors stronger than expected, opportunities to add to this sector are limited.
- The mortgage-backed security (MBS) sector remains expensive. Fed purchases have driven yield spreads lower amid elevated prepayments and MBS durations.

Financial Markets Report
May 31, 2021

- Short-term Treasury bills and agency discount notes are now hugging a zero yield. Short-term credit spreads are a bit wide with the opportunity to add positions in 6-12 month corporate notes, commercial paper and bank CDs.

(Source: PFM May 2021 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: 13

Date: July 19, 2021

Subject: District Activity Report

Staff Contact: Todd Artrip, Operations Manager

This report describes significant District Activities and milestones over the past month. Included in this report are the (1) Water Operations Activity Report, (2) District Claims Update Report, (3) Customer Service Monthly Activity Report, (4) Community Outreach Report.

1. Water Operations Activity Report

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

Water Operations Activity

	June 2021	Monthly Avg CY 2021	Total CY 2021	Total # in System	Goal CY 2021	% of Goal Completed in CY 2021
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Production Department

Water Quality

Complaints	0	1	6	—	—	—
Taste & Odor Complaints	0	0	0	—	—	—

Distribution Department

Service Orders

Main Leaks	3	4	26	—	—	—
Service Line Leaks	3	6	34	—	—	—

Water Main Shutdown

-- Emergency	1	2	12	—	—	—
-- Scheduled	1	3	20	—	—	—

Preventive Maintenance Program

Fire Hydrants Inspected	109	107	643	6,173	1,235	52.1%
Fire Hydrant Valves Inspected	99	104	622	5,869	1,174	53.0%
Mainline Valves Inspected	233	202	1,209	11,023	2,205	54.8%
Blow Off Valves Inspected	12	14	83	1,049	210	39.6%
ARV/CARV Inspected	2	1	4	283	57	7.1%

Field Services Department

Meters

PM - Meters Tested (3 - 10 inch)	26	15	88	450	120	73.3%
PM - Meters Replaced (⁵ / ₈ - 1 inch)	18	64	381	41,167	1,000	38.1%
PM - Meter Re-Builds (1 ¹ / ₂ - 2 inch)	18	20	121	2,449	245	49.4%
Customer Pressure Inquiries	15	10	59	—	—	—

Field Operations Department

After Hours Activity (On-Call Technician)

Calls Received Distribution	93	52	311	—	—	—
Calls Responded Distribution	53	30	182	—	—	—
Calls Received Production	33	20	121	—	—	—
Calls Responded Production	6	3	15	—	—	—

2. District Claims Update Report

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

CLAIMS CLOSED BY Joint Powers Insurance Authority

4920 Hemlock Street

Claim – On December 17, 2019, a pipeline break resulted in an uncontrolled discharge that impacted the property at 4920 Hemlock Street. Joint Powers Insurance Authority (JPIA) dispatched an adjustor and the claim was settled and closed on June 21, 2021.

Claim Amount – \$23,341.19.

Date of Loss – December 17, 2019

CLAIMS UNDER REVIEW/INVESTIGATION

El Prado Way

Claim – On June 6, 2021, staff received an auto liability claim from Betti Immel regarding a vehicle accident with a District employee that occurred on June 6, 2021, on El Prado Way.

District staff conducted a thorough investigation of the issue, and determined the claim was valid as the District truck backed into and damaged Ms. Immel's vehicle.

District staff provided a report and recommendation to the General Manager that the claim be handled by JPIA. The General Manager concurred with the recommendation.

Claim Amount – Pending

Date of Loss – June 6, 2021

3. Customer Service Monthly Activity Report

Customer Service Activity Report for the month of June 2021.

Total Calls	Calls Abandoned	% of Calls Abandoned	Average Wait on Queue	Max Wait on Queue	Average Talk Time
2,718	25	.92%	18s	6m, 44s	2m, 54s

4. Community Outreach Report

August Bill Insert

The August 2021 bill insert will begin on July 27, 2021, and will continue until, August 31, 2021. A sample of the bill insert is shown below.

00255822



H₂O on the Go

August 2021



Using Water Wisely Extends Our Supplies for Tomorrow

Our customers' past and current efforts have made a huge difference in helping SSWD maintain a reliable water supply. By taking advantage of our water efficiency rebates customers have saved 32 million gallons of water since 2017.

The District has recently expanded its rebate program to include additional water-efficient products to make it easier than ever before to save. Complete details are at sswd.org/rebates.

Conservation Corner | Friday, August 27th, 12:00 to 1:00 p.m.

Water Conservation Supervisor Greg Bundesen is hosting monthly chats on ways to use water wisely inside and outside of your home. The August Conservation Corner will provide an update on the drought, dive into using the Sacramento Region Smart Irrigation Scheduler, discuss the benefits of mulch, and provide an opportunity to ask questions. Complete details on how to attend are available at sswd.org.

SSWD'S Urban Water Management and Water Contingency Plans Approved

The Board of Directors approved SSWD's updated Urban Water Management Plan and Water Contingency Plan at the June Board meeting.

The California Water Code requires all urban water suppliers to prepare and submit plans, which must include a detailed evaluation of the supplies necessary to meet expected demand over at least a 20-year period in both normal years and dry years. The plans must be updated every five years.

The final versions were submitted to the California Department of Water Resources in July, and are available on the SSWD website at <https://www.sswd.org/departments/engineering/reports/urban-water-management-plan>.



Faces of SSWD | Tom Dickinson, Cross Connection Control Specialist

In honor of National Water Quality Month, we are spotlighting Tom Dickinson of the Environmental Compliance Department, which ensures the District provides high quality water that complies with all federal, state, and local regulations.

Special certifications:

Distribution Operator Grade D2,
Treatment Operator Grade T2,
Certified Backflow Prevention Tester,
Cross Connection Control Specialist,
Certified Forklift Operator.

Work experience before SSWD:

I worked in construction, and

Faces of SSWD | 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.





SSWD Summer Jams

We polled SSWD employees to find out their favorite water-related songs to help provide a soundtrack for working in the yard and enjoying the warm summer days. Here are a few of their selections:

(Sittin' On) The Dock of the Bay by Otis Redding – Julie, Customer Services Manager

Rain by the Beatles – Ken, GIS/IT Technician

No Rain by Blind Mellon – Tommy, Assistant Engineer

Like the Rain by Clint Black – Todd, Distribution Superintendent

Water by Brad Paisley – Amy, Administrative Assistant

I Can See Clearly Now by Jimmy Cliff – Dana, Engineering Manager.

Resources for Those in Need

Customers who have been financially impacted by the pandemic can find financial help through the following local and state programs:

Sacramento Emergency Rental Assistance Program

The Sacramento Housing and Redevelopment Agency (SHRA) has reopened their program to help Sacramento County renters impacted by COVID-19 catch up on past due rent and utility payments. Eligible applicants can receive assistance for past rent and utilities owed from April 1, 2020 to March 31, 2021 and may qualify to have a portion of their rent paid for April, May, and June 2021. Details on how to apply are at: <https://apply.serashra.org>.

Housing Is Key

Housing Is Key is a new effort created by the state of California to help individuals and families in need. The program is open to both renters and landlords and will help with unpaid rent and utility bills. Eligible applicants can receive assistance for past rent and utilities owed from April 1, 2020 to September 30, 2021. Complete details are at HousingIsKey.com.

Save the Date

Return of Mulch Madness
Saturday,
September 25th
2021

Faces of SSWD | from page 1

also as a sheet metal fabricator and welder. I also worked for a while as a sales manager for a paint booth manufacturing company.

Typical workday:

My typical day involves ensuring that all backflow assemblies connected to our services are tested and working properly in order to protect our water from the possibility of contamination from backpressure or back-siphonage.

Best thing about your job:

Knowing that my job helps our customers have safe drinking water.

Greatest challenge at work:

Handling accounts with backflow assemblies that haven't been tested, as well as accounts that have assemblies that have failed their test and will need to be repaired and tested again.

Most valuable lesson learned:

Cross connection is not a department that makes many customers happy because I am responsible for having them test, repair, or install assemblies, which often costs money. I have learned to be patient and treat everyone with the utmost compassion. No one likes an unexpected expense.

Secret talent:

Communicating with people and putting them at ease.

Three things always found in your refrigerator:

Milk, eggs, and coffee creamer.

What you like to do in your free time:

Spending time with my granddaughter, playing golf, and traveling with my wife.

Play you in a movie:

Jack Nicholson or Sylvester Stallone.





Agenda Item: 14

Date: July 19, 2021

Subject: Engineering Report

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

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

The impacts from COVID-19 on the world’s economies, particularly related to manufacturing and transportation of goods, that began in mid-2020 continue to affect availability of parts and materials in the United States. This continues to impact our ability to complete CIP projects. Suppliers in general are indicating delays continue to be likely and unfortunately are impossible to predict. As a result, the project completion timeframes listed here are our best estimate and subject to significant change.

a. Major Capital Improvement Program (CIP) Projects

The District continues to deliver CIP projects consistent with the Board’s approved funding program.

1) Supply – New Production Wells

The table below shows stages of the current projects. Overall, projects are on-track for completion consistent with planning.

Well	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
78 Butano / Cottage Pumping Station	Complete	Q4 2021	N/A
79 Verner / Panorama ¹ Pumping Station	Complete	Q4 2021	N/A
80 Walnut/Auburn Production Well	Q2 2021	Q4 2021	N/A

¹ Funding is being pursued with Regional Water Authority via the 2019 Proposition 1 Integrated Regional Water Management Implementation Grant.

2) Distribution

Main Replacement Program

The table below shows stages of the current major main replacement/improvement projects. Overall, projects are on-track for completion consistent with planning.

Project	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
U Street Loop (0.6 miles of main)	Complete	Complete	Project is complete

Meter Retrofit Program

The Meter Retrofit Program is on track to be complete in 2022, before the State deadline of January 2025. However, staff is working to accelerate the program for completion in Q4 2021. The remaining work includes about relatively small numbers of unmetered services located throughout the District.

Project	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
2021 Project (941 meters)	Complete	Q3 2021	N/A

b. Planning Documents

The District has planning documents (e.g., Asset Management Plans (AMPs) and Master Plans (MPs)) for all of its infrastructure categories. Plans are generally updated on a staggered schedule and the update frequencies range from 3 to 7 years. The table below lists the plans scheduled for updates in the near future.

Below are the approximate completion time frames.

Plan	Approximate Completion	Change in Completion Status Since Last Report
SCADA AMP	July 2021	N/A
Reservoir and Booster Pump Station AMP	2022	N/A
Meter AMP	2022	N/A

c. Other

Major Activities Related to Active Wells

The table below shows current Condition Assessment (CA) work. A CA is the initial step in determining whether: 1) a well requires rehabilitation or repair; and 2) a pump requires repair or replacement.

Well	Approximate Completion	Change in Completion Status Since Last Report
N7 Rosebud	June	N/A

The table below shows the current work for well casing repair or rehabilitation, pump repair or replacement, and other well facility activities.

Well	Activity	Status	Approximate Completion	Change in Completion Status Since Last Report
41 Albatross/ Iris	Electrical Repair	Construction	September	Supplier delay pushed completion from August to September
52 Weddigen/ Gothberg	Electrical Repair	Construction	August	Supplier delay pushed completion from July to August
N8 Field	Electrical Repair	Construction	September	Supplier delay pushed completion from June to September
N32B Poker	Well Casing Repair; Pump Replacement	Construction	July	N/A
N34 Cottage	Motor Repair	Construction	June	N/A
N35 Antelope North	Pump Repair	Construction	July	N/A
69 Hilldale/ Cooper	Water Quality Assessment	Investigation	TBD	N/A
N6A Palm	Water Quality Assessment	Investigation	TBD	N/A
N20 Cypress	Water Quality Assessment	Investigation	TBD	N/A
N33 Walerga	Water Quality Assessment	Investigation	TBD	N/A
68 Northrop/ Dornajo	Water Quality Assessment	Planning	TBD	N/A
72 River Walk/ NETP	Water Quality Assessment	Planning	TBD	N/A

Safety Upgrades for the Administration Building's Backup Electrical System

This project will provide the District an electrical distribution panel compliant with National Fire Protection Association's Standard 70E (*Standard for Electrical Safety in the Workplace*). The project is expected to be complete in Q3 2021.

Operational Upgrades to Reservoirs and Booster Pump Stations (BPS)

Antelope & Watt/Elkhorn Reservoir and BPS:

This project will provide an operational retrofit of these two facilities to make them fully functional, and to allow for optimized energy efficiency during peak-hour demand periods. This project is expected to be complete in Q4 2021.

Enterprise Reservoir and BPS:

This project will allow turnover of the reservoir during groundwater deliveries to City of Sacramento, and optimized energy efficiency during peak-hour demand periods. This project is expected to be complete in Q4 2021.



Agenda Item: 15

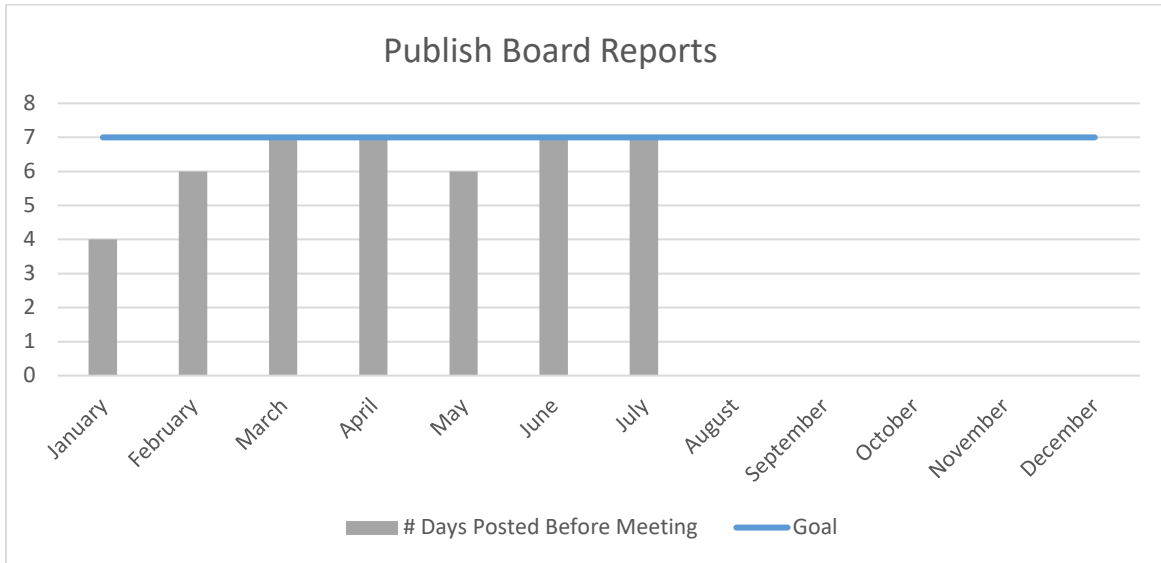
Date: July 19, 2021

Subject: Sacramento Suburban Water District Goals – 2021 Update

Staff Contact: Dan York, General Manager

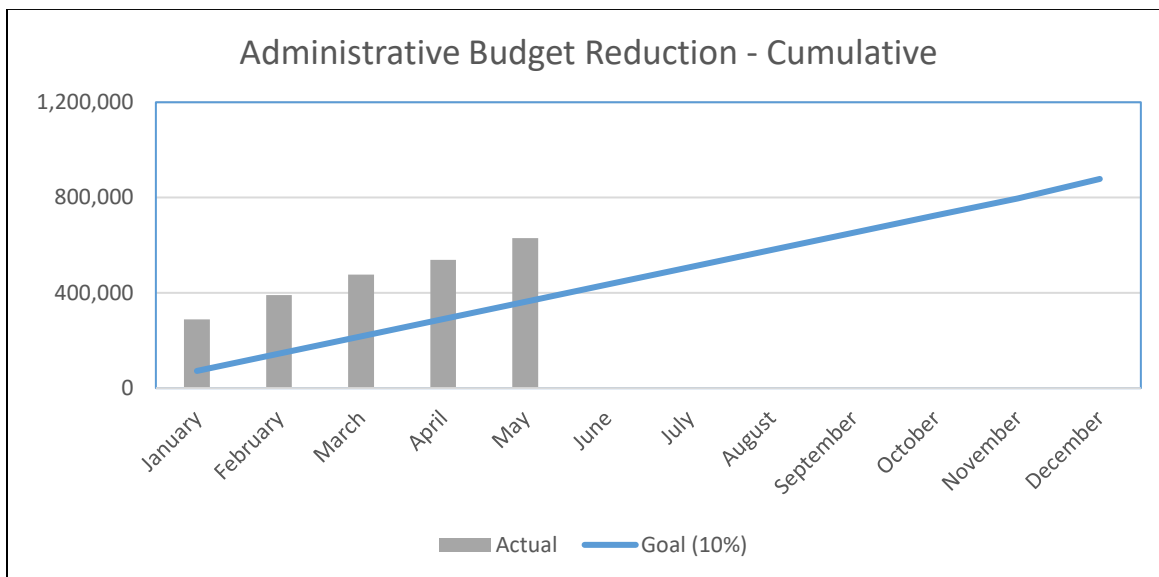
Each year the Board provides the General Manager a list of District goals to be achieved throughout the calendar year. Commencing in February 2021, the General Manager will provide a monthly update on the status of each goal. In no priority order, below are the goals for 2021:

1. Distribute and post the full Board agenda one week prior to a Regular/Special Board meeting. Status: See the graph below. The January Board packet was complete and ready to post one week in advance, however, it was not posted due to the General Manager and Board President finalizing the General Manager’s contract negotiations. The February Board packet was complete and ready to post one week in advance, however, it was posted one day late due to February 15th being a recognized holiday. The March and April Board packets were completed and posted on target. The May Board packet was completed on Tuesday, May 11th as the Governor’s Drought Declaration was not announced until late Monday, May 10th.

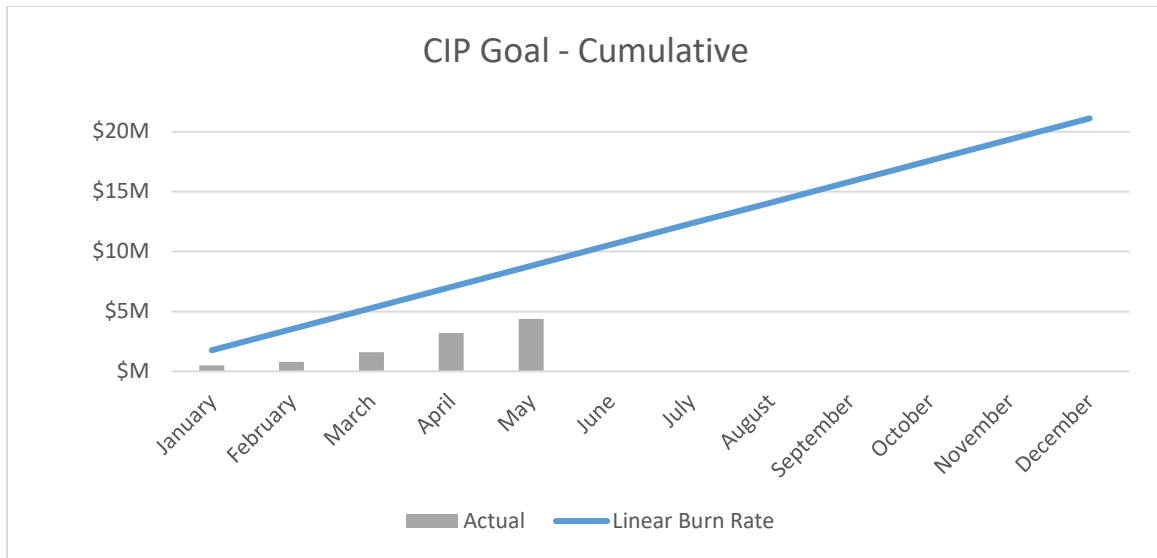


2. Meet with the Board in March 2021, and January thereafter, for an annual and long-term (5-10 year) planning session, which will include goals from the Strategic Plan. Status: The subject planning session was presented at the March 15th regular Board meeting. Staff is planning on presenting the Business Initiatives report at the August regular Board meeting.

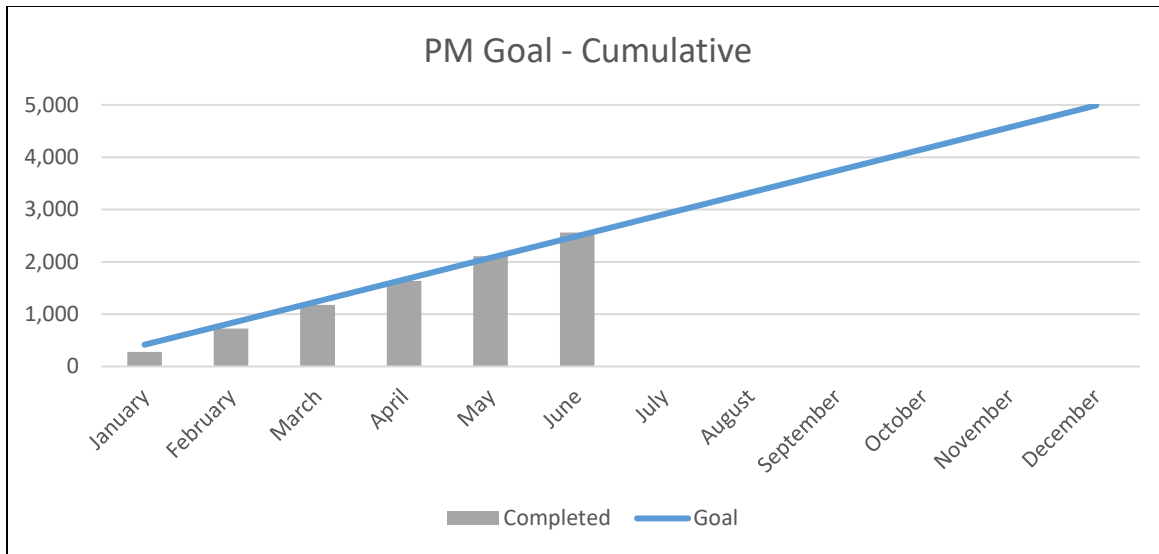
3. Improve the clarity and brevity of staff reports using an “Issue Paper” format to be developed with Board input. Status: Staff met with Director McPherson on March 16th to discuss the process of altering the staff reports to provide clarity and brevity for the Board. Staff began utilizing the new process beginning at the May 17th Regular Board meeting and requests Board feedback.
4. Achieve a 10% reduction in the administrative budget. Status: See the below graph. The May cumulative data shows a 17% reduction year to date, however, expenses are not consistent from month to month and variations in the actual savings for each month will occur.



5. The 2022 budget shall include a full explanation of the proposed percentage for merit increases. Status: At the February 17th Employee Benefits Ad Hoc Committee, staff was provided direction to bring back the analysis on a previous survey conducted by staff related to how salary increases, as well as the percentage, are implemented in both the public and private sector. Staff will present the subject survey to the Committee at the upcoming August 9th Committee meeting.
6. Complete the CIP program as defined by District planning documents to meet CIP objectives within 5% of budget expenditures. Provide semi-annual status of updates on the progress of major projects, such as the AMI failure repair, and meter installation and main replacement. Status: The below graph indicates the CIP Budget spent through May 2021. Also shown is a straight-line burn rate for reference. Note that historical burn rate is not linear and generally lags well below the linear line in the first part of the calendar year. Additionally, CIP amounts spent typically fluctuate non-linearly during the year. Through May 2021, \$4.38 million has been spent with \$11.72 million under commitment.



7. Complete the SCADA Asset Management Plan update by July 2021. Status: In preparation of the update, staff has diligently maintained two priorities, radio communications assessment and the progress on implementation of recommendations set forth in the 2012 SCADA Master Plan. These two priorities have been completed in preparation of an update. This project is on track for completion in July 2021.
8. Provide annual progress on acquired properties and new well development as defined in the planning documents. Status:
 - Well 80 Walnut/Auburn – This property was acquired in 2020. The District is in the process of well design and permitting, and CEQA for the overall development. Construction of the groundwater well is expected to be completed in late 2021, and the pump station is anticipated to be operational in 2023.
 - Well 7 / Seely Park – Staff continues to work with Fulton-El Camino Recreation and Park District (FECRPD) on the Seely Park / Well 12 property exchange. FECRPD received outside funding to develop Seely Park, which imposed constraints on use and exchange of property. These constraints impact the land exchange with the District. FECRPD is diligently working through the process to lift those constraints and no roadblocks have been identified, however, an estimate of when this process will be resolved is not possible at this time.
 - Walerga site – Staff has entered purchase negotiations with the owners for this site that was approved for purchase by the Board at the May 2021 regular meeting.
9. Complete PM operations on a minimum of 20% of District assets per year. Status: See the below graph that indicates the number of PM tasks conducted through June 2021.



10. Pursue water transfer opportunities to benefit the District. Status: The Sacramento Region is interested in a 2021 water transfer. Interested parties to date are Cities of Folsom and Sacramento, Carmichael Water District, County of Sacramento, San Juan Water District, and Sacramento Suburban Water District. However, due to the current drought conditions, a water transfer in 2021 is not very likely.

11. Provide key leadership on Regional issues. (i.e., RWA, SGA and cooperative agreements). Status: The District is involved in the following:

- Sacramento Region Meter Collaboration Effort
- Sacramento Region Collaboration Study
- RWA Federal Affairs Committee
- RWA Purchasing Committee
- SGA / SCGA - 3x3 Committee
- Sacramento Regional Water Bank
- RWA Executive Committee –Vice Chair
- RWA Executive Director Performance Evaluation Committee
- Water Forum 2 Re-Negotiations



Agenda Item: 16

Date: July 19, 2021

Subject: COVID-19 Temporary Regulation Suspension Update

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

Summary:

At the June 28, 2021 Finance and Audit Committee (Committee) meeting staff and the Committee discussed keeping the current temporary suspension of portions of Regulations No. 5 & 6 in place as authorized by Resolution 20-07 until more information is received from the state. Executive Order N-42-20 (Order) is set to expire on September 30, 2021. No guidance has been received from the state on how to manage the transition back to allowing shut-offs for non-payment when the Order expires. The Governor's 2021/2022 Budget contains a one billion dollar amount to be used for direct payments to water systems to address customer arrearages and revenue gaps related to the pandemic. There are also direct assistance programs available for customers to assist with paying utility bills. The District's CY2021 budget does account for six months of reduced fee revenue. Until more guidance is received from the state on the resumption of disconnections and on the availability of funds to assist water agencies with customer arrearages, staff is continuing the current temporary practices.

Background:

The Order placed a moratorium on the disconnection of water service for non-payment for residential and critical infrastructure sector small businesses. In addition to this Order, the District's Board adopted Resolution 20-07, which temporarily suspended portions of Regulation 5 and 6 pertaining to water service terminations and the imposition and collection of penalties and late fees for all customer classes. Since April 2020, staff have suspended the imposition of late fees and the processing of disconnection notices as directed in the Resolution. As part of the CY2021 budget preparation, staff budgeted for six months of revenue and expenses related to late fees and collection notices. During the 2020 year-end closing, the District increased the allowance for doubtful accounts by \$500,000 to cover potential losses related to unpaid customer accounts. Staff have continued to report to the Board monthly the financial impacts of the COVID-19 pandemic. The District has issued two separate notices to customers with unpaid balances over 90 days providing not only a reminder of their delinquent balances, but also of state grant funds available to assist with utility bill payments.

Discussion:

Over fourteen months have passed since the Board adopted Resolution 20-07. The Governor has extended the Order to September 30, 2021. The state is gradually beginning to open back up. Restrictions are being lifted or removed. As of May 31, 2021, there are 1,616 accounts that would move to the collections two-day notice (Shut-off) with a combined balance of \$983,104. There are a total of eight accounts with balances greater than \$5,000. Seven of these are apartment/multi-family accounts and one is a commercial enterprise. To date, the state has not provided any guidance on how agencies should handle the resumption of disconnections and the collection of past due balances after the Order expires. Information obtained from the State Water Resources Control Board, Division of Drinking Water, indicates that the Governor is proposing one billion dollars from the American Rescue Plan Act funds be used to provide direct payments to water systems to address customer arrearages and revenue gaps related to the pandemic. Disconnections cannot resume until the Order expires. Staff will develop detailed procedures on addressing the collection of customer arrearages that will include extended payment arrangements, when to begin assessing late fees and lock-offs, and when to utilize tax levies on balances not having arrangements made. Until more information on the passage of the Governor's budget proposal for water district relief payments is obtained, staff will continue the current process of not imposing late fees or processing collections. Staff will notify the Board promptly, if and when, any guidance is received on how to handle the resumption of disconnections and collection of past due balances.

Fiscal Impact:

Retaining the status of not imposing late fees will begin to affect the 2021 revenue budget after June as the budget included six months of late fee revenue. This revenue is approximately \$40,000 per month. Additional costs associated with communications with delinquent customers as each mailing costs approximately \$2,500.00.

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates.

Benefit to District customers by continuing to afford relief to customers impacted by the pandemic.



Agenda Item: 17

Date: July 19, 2021

Subject: Biannual Groundwater Level Report

Staff Contact: Todd Artrip, Operations Manager

Background

Groundwater level monitoring provides useful information to evaluate aquifer conditions and manage local groundwater supplies. A properly-managed groundwater basin helps ensure a reliable and sustainable water supply and helps prevent the adverse effects of overdraft. Throughout the history of the District, investments in a Conjunctive Use Program have had a significant effect on bolstering groundwater supplies in the region. By supplementing supplies with surface water when it is available during wetter years, groundwater pumping can be reduced, thereby allowing for more aquifer recharge.

Monitoring and Trends

Groundwater levels are monitored in spring and fall of each year due to seasonal variation. In general, the summer season is associated with higher water demands and reduced aquifer recharge due to lower precipitation, resulting in deeper groundwater levels in the fall season. Conversely, the winter season is generally associated with lower water demands and increased aquifer recharge due to higher precipitation, resulting in shallower groundwater levels in the spring season.

Despite seasonal variation, groundwater level trends can be observed by comparing data over multiple years. Since 2003, there has been an overall upward trend of aquifer recovery, which has been significantly aided by the District's Conjunctive Use Program. During this time, the District has banked in excess of 230,000 acre feet of groundwater for supply reliability, which is exhibited by the general trend of rising groundwater levels.

However, aquifer recovery can be impacted by changes in groundwater pumping and recharge conditions, so on-going monitoring and management is essential. For example, the District participated in regional water transfers by supplying groundwater from the South Service Area (SSA) in 2018 and 2020. Post-transfer aquifer recovery since November 2020 has been impeded by dry hydrologic conditions with limited access to surface water. The District last received surface water in the SSA in February 2020, and surface water supplies in the North Service Area (NSA) have been limited below the District's typical allotment. **Note:** As part of the agreement for the 2020 Water Transfer, whatever amount the District pumps in groundwater in the SSA, the City of Sacramento (City) will return in surface water. The District produced approximately 6,000 acre feet for the subject transfer. Therefore, when surface water is available, the City will provide surface water in the SSA, in the amount of 6,000 acre feet, at no cost to the District.

Biannual Data Update

The data and charts included as attachments to this report provide a summary of static (non-pumping) groundwater level measurements collected at the District's monitored sources. With the reduced availability of surface water combined with notably dry conditions over the last two years, in addition to an increase in customer demands in 2020, the District has experienced a decrease in average static water levels over the last year.

In April 2021, average groundwater levels in both the NSA and the SSA were the lowest observed in the most recent five-year period of spring data. From April 2020 to April 2021, the data showed a greater decrease in average static groundwater levels for spring in the SSA than in the NSA. According to Rob Swartz, Manager of Technical Services at the Sacramento Groundwater Authority, this finding within the District is likely associated with the additional pumping for the 2020 water transfer in the SSA and the supplemental surface water received in the NSA in 2020. Drought conditions have restricted aquifer recovery following the 2020 water transfer in the SSA, while surface water supplies have not been available in the SSA to aid in reducing groundwater demands. Conversely, there has been some surface water access in the NSA to aid in recharge.

Based on monthly data collected throughout the region, Mr. Swartz observed this year's regional groundwater levels were generally at their highest in February to March timeframe and had already begun declining by April. This trend is likely associated with limited access to surface water supplies for agencies that practice conjunctive use, dry hydrologic conditions, and elevated customer demands for this time of year.

Summary

1. District-Wide: The groundwater levels District-wide continue to indicate a general trend toward a replenishment of the aquifer over the past 18 years (Attachment 2).
2. SSA: The average static water level for spring decreased by 5.5 feet from April 2020 to April 2021, based on sources with data available for both months.
3. NSA: The average static water level for spring decreased by 2.5 feet from April 2020 to April 2021, based on sources with data available for both months.

Attachments

1. Biannual Static Groundwater Level Measurements
2. Average Biannual Static Groundwater Levels

Biannual Static Groundwater Level Measurements



Attachment 1

North Service Area Biannual Static Groundwater Level Measurements

(Depth to Groundwater, feet)

Well Name	Well #	Apr 2016	Oct 2016	Apr 2017	Oct 2017	Apr 2018	Oct 2018	Apr 2019	Oct 2019	Apr 2020	Oct 2020	Apr 2021
Melrose / Channing	27	117	124	114	124	116	123	112	114	115	119	115
Watt / Elkhorn	31A	112	118	110	116	111	118	108	110	109	115	109
La Cienega / Melrose	34	118	124	115	N/A	117	124	113	115	115	120	115
Thomas / Elkhorn	39	128	134	N/A	N/A	127	N/A	N/A	N/A	N/A	N/A	N/A
Weddigen / Gothberg	52	132	140	130	139	133	141	132	139	129	135	130
Fairbairn / Karl	56A	119	124	116	125	116	124	112	116	115	121	117
32nd Street / Elkhorn	58	106	114	108	113	107	114	103	106	N/A	110	N/A
Bainbridge / Holmes School	59A	152	157	149	161	150	154	146	147	146	152	148
Galbrath / Antelope Woods	64	131	140	131	138	134	135	128	131	130	136	134
McClellan Park	MC10	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Capehart 1C	MC-C1	112	116	110	111	110	111	105	109	N/A	N/A	N/A
Capehart 3C	MC-C3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	117	116
Evergreen	N1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NA	N/A
Engle	N3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	134	135
Hillsdale	N5	163	169	162	171	163	164	157	159	160	166	161
Palm	N6A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	116	114	123	116
Rosebud	N7	113	116	113	118	114	120	109	114	112	119	114
Field	N8	122	N/A	N/A	129	125	126	126	125	123	131	125
Cameron	N9	120	122	121	129	122	128	114	120	118	127	122
Walnut	N10	141	149	N/A	148	N/A	N/A	N/A	140	139	146	142
St.John	N12	134	136	134	141	135	140	133	136	131	141	137
Orange Grove	N14	115	115	115	120	103	120	117	114	113	125	119
Cabana	N15	N/A	130	127	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Oakdale	N17	156	117	115	121	112	126	113	114	113	121	120
Cypress	N20	130	133	132	131	131	131	N/A	131	129	139	134
River College	N22	120	123	119	126	120	126	117	119	122	126	125
Freeway	N23A	124	124	124	130	135	136	121	123	122	130	126
Don Julio	N24	157	170	162	162	162	167	155	158	167	163	159
Sutter	N25	N/A	N/A	N/A	N/A	N/A	N/A	142	N/A	N/A	N/A	N/A
Monument	N26	190	202	190	193	195	196	186	189	191	193	191
Jamestown	N27	137	138	136	137	137	138	135	137	137	142	140
Merrihill	N29	134	137	134	137	134	141	132	136	133	140	137
Parkoaks	N30	134	132	131	129	134	136	129	134	131	138	135
Barrett Meadows	N31	151	154	152	156	151	156	145	152	150	156	154
Poker	N32A	164	172	164	166	165	N/A	158	162	161	169	161
Poker	N32B	164	171	162	166	165	166	167	162	160	169	161
Poker	N32C	168	169	164	164	N/A	N/A	160	162	158	167	162
Walerga	N33	162	168	160	162	161	164	155	158	N/A	157	157
Cottage	N34	142	N/A	N/A	N/A	N/A	N/A	N/A	139	137	145	141
North Antelope	N35	145	150	146	145	146	146	139	142	142	150	143
Verner	N36	152	153	151	153	N/A	N/A	N/A	151	149	160	152
Coyle	N38	147	148	N/A	151	148	147	148	N/A	N/A	N/A	N/A
Rutland	N39	N/A	145	141	147	145	145	140	146	145	150	148
Average Static Water Level		137	141	136	141	135	139	133	135	135	140	137

Fall Average 2016 - 2020:

139

Spring Average 2016 - 2021:

135

Overall Average 2016 - 2021:

137

Updated: June 3, 2021

Note: Groundwater level averages may be affected variability regarding which sources are available for monitoring during each respective timeframe.

Biannual Static Groundwater Level Measurements



Attachment 1

South Service Area Biannual Static Groundwater Level Measurements

(Depth to Groundwater, feet)

Well Name	Well #	Apr 2016	Oct 2016	Apr 2017	Oct 2017	Apr 2018	Oct 2018	Apr 2019	Oct 2019	Apr 2020	Oct 2020	Apr 2021
El Prado / Park Estates	2A	80	N/A	88	95	90	86	89	86	86	98	95
Kubel / Armstrong	3A	68	76	70	75	73	78	72	72	70	79	74
Bell / Marconi	4B	88	99	90	101	92	99	91	91	89	101	96
Bell / El Camino	5	89	91	87	92	89	92	88	93	86	97	90
Ravenwood / Eastern	9	102	108	101	105	101	109	102	103	97	109	104
Hernando / Santa Anita Park	12	74	79	75	82	77	81	76	80	75	83	80
Calderwood / Marconi	13	94	94	84	90	94	100	94	95	91	104	98
Marconi South / Fulton	14	91	98	93	98	95	100	94	99	93	102	N/A
Riding Club / Ladino	18	92	99	88	96	90	N/A	90	92	87	103	95
Watt / Arden	20A	101	105	97	104	100	108	100	102	98	115	106
West / Becerra	22	111	117	N/A	121	112	121	111	112	N/A	121	N/A
Marconi North / Fulton	23	N/A	93	95	96	92	99	92	93	92	102	N/A
Beccerra / Woodcrest	24	104	111	104	110	105	111	104	104	100	116	108
Thor / Mercury	25	106	111	102	110	102	116	106	105	102	118	108
Greenwood / Marconi	26	119	123	116	121	114	127	120	N/A	117	N/A	125
Red Robin / Darwin	28	96	102	98	102	99	102	98	98	96	104	99
Rockbridge / Keith	30	64	66	61	68	65	69	64	66	62	70	65
Eden / Root	32A	116	121	116	120	112	N/A	118	117	113	125	116
Auburn / Norris	33A	99	105	100	108	102	106	101	100	99	113	103
Ulysses / Mercury	35	101	107	99	104	99	109	101	101	98	113	104
Morse / Cottage Park	37	72	78	71	79	73	78	73	75	72	76	77
Watt / Auburn	38	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Auburn Yard	40	112	110	111	113	112	N/A	111	97	N/A	N/A	N/A
Auburn Yard	40A	99	104	102	104	100	108	99	100	97	101	105
Albatros / Iris	41	96	101	98.4	101.3	99	103	N/A	N/A	N/A	NA	N/A
Edison / Truax	43	84	93	87	94	88	92	87	86	86	97	91
Jamestown / Middleberry	45	61	65	58	67	65	69	63	65	62	67	N/A
Jonas / Sierra Mills	46	65	71	63	67	64	70	63	66	63	68	68
Copenhagen / Arden	47	111	119	109	112	110	117	109	109	106	118	112
Stewart / Lynndale	55A	132	140	130	96	89	99	87	90	89	103	93
Whitney / Concetta	60	93	98	86	132	125	133	126	126	121	135	127
Merrily / Annadale	65	109	114	112	121	114	N/A	110	N/A	N/A	NA	N/A
Eastern / Woodside Church	66	128	133	128	142	128	136	127	128	123	127	128
Northrop / Dornajo	68	48	51	42	50	46	50	46	49	46	51	50
Hilldale / Cooper	69	63	68	62	67	66	67	63	65	61	67	66
Sierra / Blackmer	70	46	48	39	48	44	50	43	49	43	48	47
Rodney T. Franz	71	72	74	64	74	69	74	65	67	65	80	71
River Walk / NETP	72	72	77	68	77	68	77	66	70	68	95	71
River Walk / NETP East	73	73	78	71	83	69	78	68	72	67	91	72
River Walk / NETP South	74	72	76	70	79	68	77	70	70	66	93	71
Enterprise / Northrop	75	52	56	48	57	48	57	50	50	51	56	55
Fulton / Fair Oaks	76	48	52	42	51	46	52	47	50	46	51	52
Larch / Northrop	77	72	76	69	76	70	N/A	69	73	69	80	75
Average Static Water Level		87	92	85	93	87	92	87	86	83	94	88

Fall Average 2016 - 2020:

91

Spring Average 2016 - 2021:

86

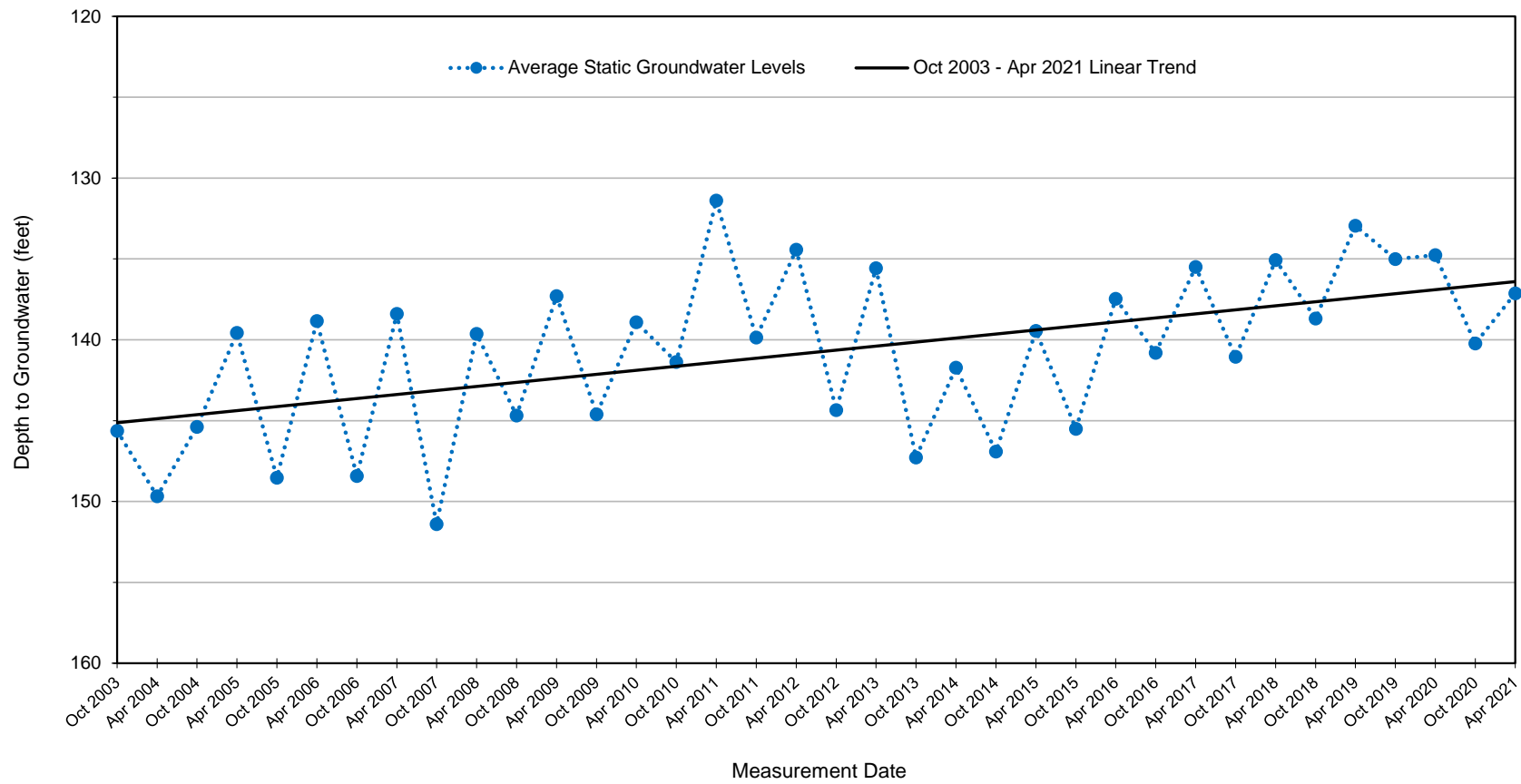
Overall Average 2016 - 2021:

89

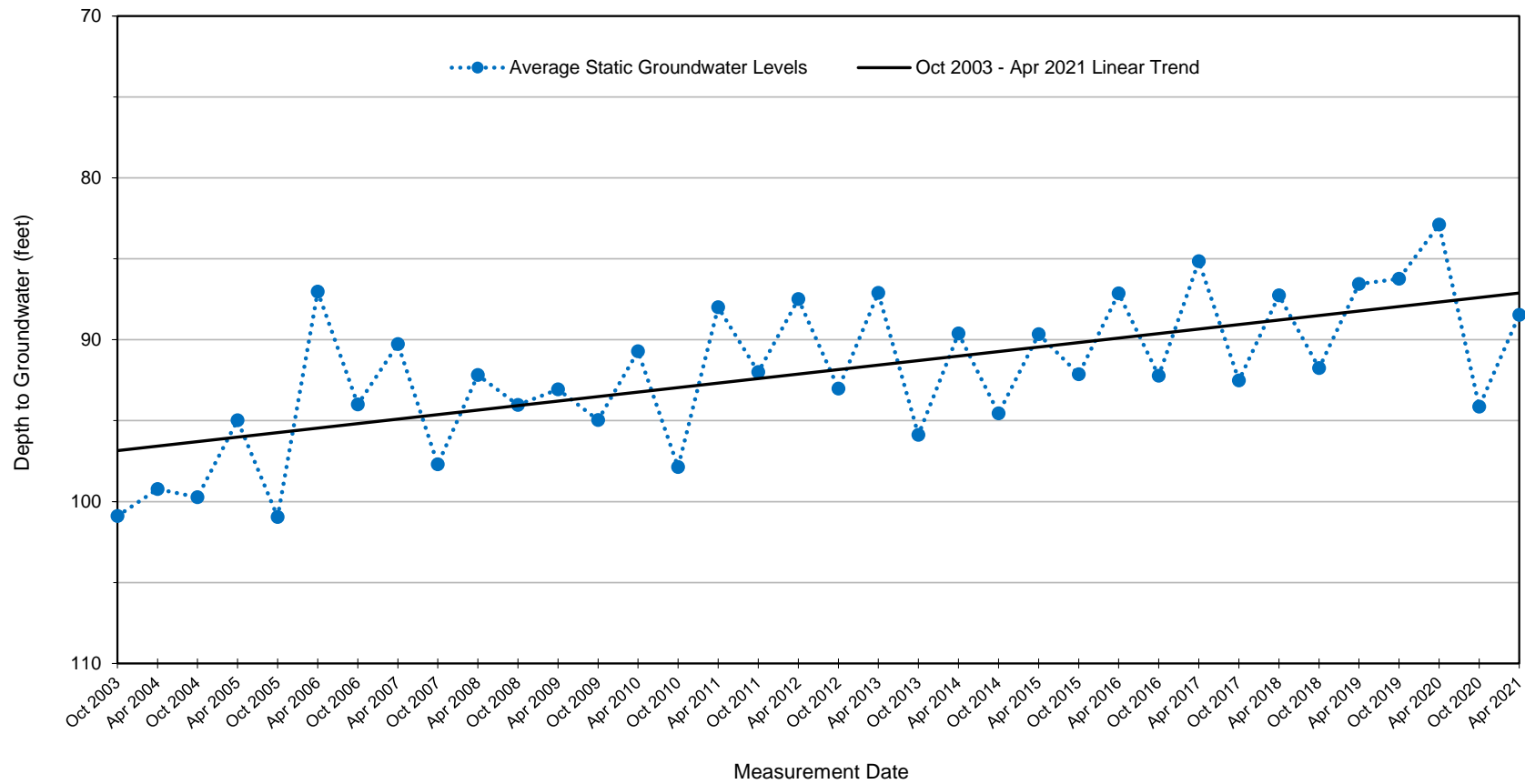
Updated: June 3, 2021

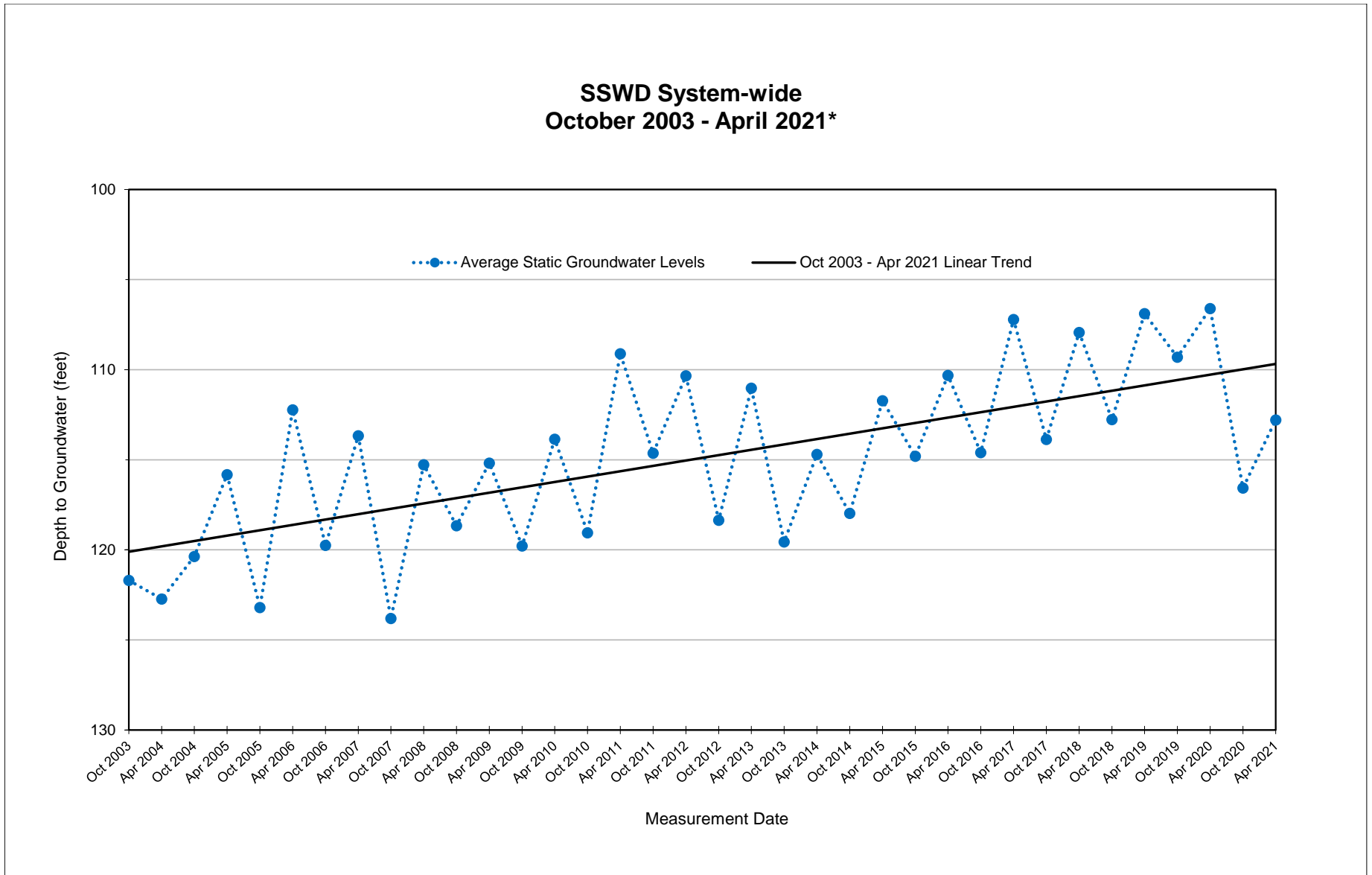
Note: Groundwater level averages may be affected variability regarding which sources are available for monitoring during each respective timeframe.

SSWD North Service Area
October 2003 - April 2021



**SSWD South Service Area
October 2003 - April 2021**





*Graph represents data from a separate table (not depicted in Attachment 1) that contains the combined data from both the North Service Area and the South Service Area from October 2003 - April 2021.



Agenda Item: 18

Date: July 19, 2021

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. LAFCo Board Meeting
August 4, 2021
Virtual
<https://saclafoo.saccounty.net/Pages/default.aspx>

2. SGA Board Meeting
August 12, 2021
Virtual
<https://www.sgah2o.org/meetings/board-meetings/>

3. ACWA – CA-NV AWWA Water Education Seminar
August 18, 2021
Online
<https://www.acwa.com/events/>

4. CSDA Annual Conference & Exhibitor Showcase
August 30 – September 2, 2021
Monterey, CA
<https://members.csda.net/imis1/EventDetail?EventKey=21ANNCONF>

Upcoming Water Industry Events

July 19, 2021

Page 2 of 3

5. RWA Board Meeting
September 9, 2021
Virtual
<https://rwah2o.org/meetings/board-meetings/>
6. LAFCo Board Meeting
October 6, 2021
Virtual
<https://saclafco.saccounty.net/Pages/default.aspx>
7. SGA Board Meeting
October 14, 2021
Virtual
<https://www.sgah2o.org/meetings/board-meetings/>
8. Cal-NV AWWA Annual Fall Conference
October 18-21, 2021
Virtual
<https://www.awwa.org/ace/>
9. Cap-to-Cap
October 25-29, 2021
Virtual/In Person
<http://business.metrochamber.org/events/details/2021-capitol-to-capitol-virtual-program-26612>
10. RWA Board Meeting
November 4, 2021
Virtual
<https://rwah2o.org/meetings/board-meetings/>
11. ACWA 2021 Fall Conference & Exhibition
November 30 – December 3, 2021
Pasadena, CA
<https://www.acwa.com/events/>
12. LAFCo Board Meeting
December 1, 2021
Virtual
<https://saclafco.saccounty.net/Pages/default.aspx>
13. SGA Board Meeting
December 9, 2021
Virtual
<https://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 Tuesday of the month at 6:00 p.m.
- Citrus Heights Water District: <http://chwd.org/> - Every 3rd Wednesday of the month at 6:30 p.m.
- Del Paso Manor Water District: <https://www.delpasomanorwd.org/> (916)487-0419 - Every 1st Tuesday of the month at 6:30 p.m.
- El Dorado County Water Agency - <http://www.edlafco.us/> - Every 2nd Wednesday of the month at 10:00 a.m.
- El Dorado Irrigation District - <http://www.eid.org/> - Every 2nd and 4th Mondays of the month at 9:00 a.m.
- Fair Oaks Water District: <http://www.fowd.com/> - Every 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: 19 a.

Date: July 19, 2021

Subject: Upcoming Policy Review – Purchasing Card Policy (PL – Fin 006)

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

Background:

The Purchasing Card Policy (PL – Fin 006) (Policy) is scheduled for its biennial review. The Policy was adopted by the Board on November 17, 2003, and was last reviewed by the Board on July 15, 2019. Staff have reviewed the Policy and are recommending only minor changes to the Policy.

Discussion:

The Policy includes language directing process in managing purchasing card transactions. Those processes are established in the related procedure “Purchasing Card Procedure (PR – Fin 001)” and should not be included in the Policy. Staff is recommending the following changes:

Section 200.10 was changed to remove process steps as those steps are established in the related procedure.

Section 200.20 was changed to remove the word sign and replace with approve. Most of the District’s financial transactions are approved electronically through the District’s various Document Management System workflows. The Policy should reflect this. In addition, responsibilities were added for cardholders regarding fraudulent or disputed transaction and the reporting thereof.

Section 300.00 was updated so that the detailed list of purchasing card transactions may be reported to the Board of Directors in one of the many financial reports the Finance Department prepares for the Board.

The Policy is scheduled for Board review and approval at the August 16, 2021, regular Board meeting. If a Director desires to comment on the policy, staff requests that they do so by August 2, 2021. If no comment is received, this policy will be placed as a Consent Item on the August 16, 2021 regular Board meeting agenda.

This Policy update was not reviewed by legal counsel.

Attachment:

1 – Purchasing Card Policy (PL – Fin 006) – Redline

Sacramento Suburban Water District

Purchasing Card Policy

Adopted: November 17, 2003

Approved with changes: July ~~15, 2019~~ 19, 2021

100.00 Purpose of the Policy

The purpose of this policy is to establish the Sacramento Suburban Water District's (District) requirements for procuring materials and trade services on credit through the use of purchasing cards.

100.10 Definitions

Purchasing Card (or CAL-Card) – merchant purchase authorization card issued by U.S. Bank National Association and administered by the State Department of General Services under the CAL-Card program.

Program Administrator – The District Director of Finance and Administration is responsible for and has oversight of the CAL-Card program for the District.

Approving Official – A Cardholder's supervisor, manager or designee, having purchase approval authority.

Billing Official – The District's Director of Finance and Administration or designee is responsible for managing the billing, payment and approval process of the CAL-Card program for the District.

Cardholder – Selected District employees as determined by the General Manager. Cardholders are responsible for using issued purchasing cards in accordance with District policies and procedures.

200.00 Authorized Purposes

District purchasing cards are provided solely for the purpose of obtaining authorized District goods and services. No other uses of District purchasing cards are permitted.

Purchasing cards are never to be used for personal transactions. Any employee who mistakenly or otherwise uses or authorizes the use of District purchasing cards for unauthorized purposes will be required to immediately reimburse the District for the purchase and may be subject to disciplinary action at the discretion of the General Manager as provided in Water Code Section 30580(b). If the employee cannot repay

the unauthorized amount immediately and the District is required to use the “VISA Waiver of Liability,” the employee will still be required to pay the District in full for the purchase and become subject to disciplinary action as described above.

200.10 Authorized Users and Purchasing Limits

Authorized Cardholders are certain District employees designated by the General Manager. Purchasing limits for Cardholders shall be established at no greater than \$5,000 per single transaction and \$15,000 per 30-day limit, ~~which are set to coincide with fraudulent insurance coverage amounts provided under the Cal-Card program.~~

Cardholders are to: ~~1) follow the processes and policies and procedures established by “Purchasing Card Procedures (PR – FIN 003)” and the District’s “Procurement Policy (PL – FinIN 005)”;~~ for the proper documenting, reviewing, processing and approving of purchasing card transactions. ~~2) document the receipt of goods or services, 3) receive monthly statements from U.S. Bank, review invoices on the statement, attach receipts, shipping orders, and other District required documentation, and 4) sign the Statement of Account before forwarding to the Approving Official each month.~~

If a purchasing card is lost or stolen, the cardholder must report the lost or stolen card to the Finance Department and U.S. Bank immediately.

200.20 Areas of Responsibilities

The District’s Program Administrator shall have overall responsibility for the purchasing card program within the District. The Administrator shall see that this policy is followed at all times and shall provide training to all Approving Officials and Cardholders as necessary.

Cardholders shall be responsible for validating each charge that is shown on each statement. Any fraudulent or disputed charges need to be reported immediately to US Bank. There is a 60 day limit on the time to report fraudulent or disputed charges in order for the fraud or dispute to be covered by the VISA liability protection.

Approving Officials shall be responsible for receiving statements from each Cardholder over whom they have authority each time a statement is received. Approving Officials are responsible for reviewing the statements, assuring all purchases are authorized and comply with District Purchasing Card Procedures and the Procurement Policy, and sign approve and forward the statements to the Finance Department in a timely manner.

The Billing Official is responsible for receiving the Monthly Summary Invoice from U.S. Bank, reconciling the Invoice to the cardholder statements and remitting payment to U.S. Bank in a timely manner.

300.00 Reporting

A detailed listing of all transactions made using District purchasing cards shall be provided to the Board as part of the monthly ~~f~~Finance department r~~Reporting~~.

400.00 Policy Review

This policy shall be reviewed by the Board of Directors at least biennially.



Agenda Item: 19 b.

Date: July 19, 2021

Subject: Upcoming Policy Review – Impaired Capital Asset Policy (PL – Fin 008)

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

Background:

The Impaired Capital Asset Policy (PL – Fin 008) (Policy) is scheduled for its biennial review. The Policy was adopted by the Board on July 16, 2007, and was last reviewed by the Board on July 15, 2019. Staff have reviewed the Policy and are recommending changes to the Policy.

Discussion:

The Policy language was vague and needed to provide more guidance on how to identify and test if a capital asset is indeed impaired. Staff is recommending the following changes:

Section 100.00 was changed to add the definition of an impaired asset.

Section 200.00 was changed to direct District staff how to respond if someone suspects an asset is impaired.

Section 200.10 was enhanced to indicate how to identify a potentially impaired asset per the requirements of GASB 42.

Section 200.20 was added to indicate how to test for an impaired asset per the requirements of GASB 42.

Section 200.50 was added to address insurance recoveries.

The Policy is scheduled for Board review and approval at the August 16, 2021, regular Board meeting. If a Director desires to comment on the policy, staff requests that they do so by August 2, 2021. If no comment is received, this policy will be placed as a Consent Item on the August 16, 2021 regular Board meeting agenda.

This Policy update was not reviewed by legal counsel.

Attachment:

1 – Impaired Capital Asset Policy (PL – Fin 008) – Redline

Sacramento Suburban Water District

Impaired Capital Asset Policy

Adopted: July 16, 2007

~~Ratified without~~Approved with changes: July ~~1519, 2019~~2021

100.00 Purpose of the Policy

To implement the requirements of Governmental Accounting Standards Board (GASB) Statement No. 42, "Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries" (GASB 42). The requirements of GASB 42 only apply to capital assets with material carrying values (e.g. this standard would not apply to fully depreciated capital assets). GASB 42 defines asset impairment as "a significant, unexpected decline in the service utility of a capital asset." The significant and unexpected decline is based on events or changes in circumstances that were not anticipated when the capital asset was placed in service. Service utility, as defined by GASB 42, refers to the usable capacity that at acquisition was expected to be used to provide service, as distinguished from the level of utilization, which is the portion of the usable capacity currently being used.

200.00 Policy

Departments should contact Finance if they suspect that a capital asset is impaired. The determination of whether a capital asset is impaired is a two-step process of identifying potential impairments and testing for the impairment. Impairment losses recognized in accordance with this policy should not be reversed in a future year, even if events or circumstances that caused the impairment have changed. If the District has material capital assets that are impaired or potentially impaired, a determination needs to be made as to whether the impairment loss should be reported and disclosed.

The District will implement procedures to conform to the requirements of GASB 42.

~~GASB 42 established accounting and financial reporting standards for impairment of capital assets. A capital asset is considered impaired when its service utility (design capacity or capability) has declined significantly and unexpectedly.~~

~~300.00~~200.10 Capital Asset Impairment Evaluation

When events or changes in circumstances suggest that the service utility of the capital asset may have significantly and unexpectedly declined, impairment is indicated. Common indicators of impairment, as stated by GASB 42, paragraph 9, include:

1. Evidence of physical damage, such as for a building damaged by fire or flood, when the level of damage is such that restoration efforts are needed to restore service utility.
2. Enactment or approval of laws or regulations or other changes in environmental factors, such as new water quality standards that a water treatment plant does not meet (and cannot be modified to meet).
3. Technological development or evidence of obsolescence, such as that related to a major piece of diagnostic or research equipment (for example, a magnetic resonance imaging machine or a scanning electron microscope) that is rarely used because newer equipment provides better service.
4. A change in the manner or expected duration of use of a capital asset, such as closure of a school prior to the end of its useful life. If a government intends to sell an asset, but it is still being used until it is sold, it is not an indicator of potential impairment. However if the asset will not continue to be used, it may qualify as a potential impairment indicator.
5. Construction stoppage, such as stoppage of construction of a building due to lack of funding.

The list above is not all-inclusive. Professional judgment must be used to identify other events and changes that could indicate impairment.

Generally impairment is considered permanent. If the impairment is temporary, the historical cost of the capital asset should not be written down. An asset should only be considered temporarily impaired if there is evidence to support such a conclusion. Temporary impairments are generally only associated with enactment or approval of laws or regulations or other changes in environmental factors, changes in technology or obsolescence, changes in manner or duration of use, or construction stoppage. If management would be required to take action to reverse the impairment, the impairment would be considered permanent. Thus, if physical damage causes impairment to a capital asset, the impairment would be considered to be permanent.

~~The requirements of GASB 42 only apply to capital assets with material carrying values. If the District has material capital assets that are impaired or potentially impaired, a determination needs to be made as to whether the impairment loss should be reported and disclosed.~~

200.20 Testing for Impairment

If a potential impairment is indicated by one of the five factors above, or by some other means, then the asset should be tested for impairment. GASB 42 provides for the testing of capital asset impairment by determining whether both of the following factors are present:

1. The magnitude of the decline in service utility is significant. A significant decline is indicated if the continued operating expenses related to the use of the impaired asset or the cost to restore the asset is significant in relationship to the service utility of the asset.
2. The decline in service utility is unexpected. Restoration costs or other

impairment circumstances are not part of the normal life cycle of a capital asset, and if they were contemplated because of an event or change, that development would suggest an unexpected decline in service utility. Normal maintenance costs or preservation costs do not suggest capital asset impairment.

200.50 Insurance Recoveries

An insurance recovery should be recorded in the fiscal year in which it is realized or realizable. For example, an insurance recovery would be realizable if an insurer has admitted or acknowledged coverage. The insurance recovery generally would not be realizable if the insurer has denied coverage.

400.00 Policy Review

This policy shall be reviewed by the Board of Directors at least biennially.

**REGIONAL WATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, July 8, 2021, 9:00 a.m.**

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) 847-7589. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

Note: Pursuant to the Governor's Executive Order N-29-20 and given the state of emergency regarding the threat of COVID-19, the meeting will be held via teleconference.

We encourage Committee members and participants to join the meeting 10 minutes early. Note that we will use GoToMeeting to share slides and other information during the meeting. Use the link below to join GoToMeeting. If you have a microphone that you can use with your computer, it should be possible to both listen to, and participate in, the meeting through GoToMeeting. If you do not have a microphone, or a headset with a microphone, that plugs into your computer via USB port, you will need to call into the conference line to listen and comment, although you still should be able to view the meeting materials on GoToMeeting. Please do not simultaneously use a microphone through GoToMeeting and the telephone conference line. That combination results in audio problems for all participants.

RWA Board Meeting
Thu, Jul 8, 2021 9:00 AM - 11:00 AM (PDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/902873373>

You can also dial in using your phone.
United States: [+1 \(224\) 501-3412](tel:+12245013412)

Access Code: 902-873-373

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:** Members of the public who wish to address the board may do so at this time. Please keep your comments to less than three minutes.
- 3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

- a. Minutes of the May 6, 2021 Board of Directors Meeting
- b. Minutes of the May 10, 2021 RWA Special Board Meeting

Action: Approve Consent Calendar

4. RESOLUTION SUPPORTING PAM TOBIN FOR PRESIDENT OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

Discussion: Jim Peifer, Executive Director

Action: Adopt Resolution No. 2021-02 supporting the nomination of Pam Tobin for President of the Association of California Water Agencies

5. WATER FORUM UPDATE

Information and Presentation: Jessica Law, Executive Director, Water Forum

6. AMERICAN RESCUE PLAN ACT BRIEFING

Information and Presentation: Michelle Banonis, Manager of Strategic Affairs

7. SACRAMENTO CENTRAL GROUNDWATER AUTHORITY STAFFING

Discussion: Jim Peifer, Executive Director

8. LEGISLATIVE/REGULATORY UPDATE

Discussion: Ryan Ojakian, Legislative and Regulatory Affairs Manager

9. EXECUTIVE DIRECTOR'S REPORT

10. DIRECTORS' COMMENTS

ADJOURNMENT

Upcoming Meetings:

Executive Committee Meetings: Wednesday, July 28, 2021, 8:30 a.m. and June 23, 2021, 8:30 a.m. at the RWA Office, the location is subject to change depending on the COVID-19 emergency.

Regular Board Meeting: Thursday, September 9, 2021, 9:00 a.m., at the RWA Office, the location is subject to change depending on the COVID-19 emergency.

The RWA Board Meeting electronic packet is available on the RWA website at <https://rwah2o.org/meetings/board-meetings/> to access and print the packet.

**REGIONAL WATER AUTHORITY
EXECUTIVE COMMITTEE AGENDA
Wednesday, June 23, 2021; 8:30 a.m.**

AGENDA

The Committee will discuss all items on this agenda, and may take action on any of those items, including information items and continued items. The Committee 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 Committee on any item of interest before or during the Committee's consideration of that item. Public comment on items within the jurisdiction of the Committee 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 on RWA's website. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact cpartridge@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Note: Pursuant to the Governor's Executive Order N-29-20 and given the state of emergency regarding the threat of COVID-19, the meeting will be held via teleconference.

We encourage Committee members and participants to join the meeting 10 minutes early. Note that we will use GoToMeeting to share slides and other information during the meeting. Use the link below to join GoToMeeting. If you have a microphone that you can use with your computer, it should be possible to both listen to, and participate in, the meeting through GoToMeeting. If you do not have a microphone, or a headset with a microphone, that plugs into your computer via USB port, you will need to call into the conference line to listen and comment, although you still should be able to view the meeting materials on GoToMeeting. Please do not simultaneously use a microphone through GoToMeeting and the telephone conference line. That combination results in audio problems for all participants.

Meeting Information:

**RWA Executive Committee Meeting
Wed, Jun 23, 2021 8:30 AM - 10:30 AM (PDT)**

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/958606149>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Access Code: **958-606-149**

- 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

- a. Minutes of the April 28, 2021 Executive Committee Meeting
- b. Recommend submission of the resolution supporting Pam Tobin for ACWA President to the RWA Board of Directors for consideration and adoption

Action: Approve Consent Calendar Items

4. CALPERS 457 PLAN ROTH OPTION

Information and Presentation: Josette Reina-Luken, Finance and Administrative Services Manager

Action: Executive Committee input requested and direct the Executive Director to authorize the CalPERS 457 Roth Option

5. SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

Discussion: Jim Peifer, Executive Director

6. LEGISLATIVE/REGULATORY UPDATE

Discussion: Ryan Ojakian, Legislative and Regulatory Affairs Manager

7. JULY 8, 2021 RWA BOARD MEETING AGENDA

Action: Approve July 8, 2021 proposed RWA Board Meeting agenda

8. EXECUTIVE DIRECTOR'S REPORT

9. DIRECTORS' COMMENTS

ADJOURNMENT

Next Executive Committee Meeting – July 28, 2021, 8:30 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights, the location is subject to change depending on the COVID-19 emergency.

Next Regular RWA Board Meeting: Thursday, July 8, 2021, 9:00 a.m., at the RWA Office, the location is subject to change depending on the COVID-19 emergency.

The Executive Committee Meeting electronic packet will be available on the RWA website at <https://rwah2o.org/meetings/board-meetings/> to access and print the packet. Notification will be emailed when the Executive Committee meeting electronic packet is complete and posted on the RWA website.

Minutes

Sacramento Suburban Water District
Employee Benefits Ad Hoc Committee
 Wednesday, June 16, 2021

Location:

Video and Audio Conference at 1-669-900-6833, or Zoom at Meeting Id # 835 0959 3613
 3701 Marconi Avenue, Suite 100, Sacramento, CA 95821

Call to Order – Videoconference/Audioconference Meeting

Chair McPherson called the meeting to order at 3:30 p.m.

Roll Call

Directors Present: Kevin Thomas and Kathleen McPherson.

Directors Absent: None.

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

Public Present: Josh Horowitz, Bill Eubanks, Dave Jones, Robert Wichert, and Craig Locke.

Announcements

General Manager, Dan York (GM York) announced:

- A Financing Corporation Board Meeting is scheduled for Monday, June 21, 2021, at 5:45 p.m.

Public Comment

None.

Consent Items

1. Minutes of the May 3, 2021 Employee Benefits Ad Hoc Committee Meeting

Director Thomas moved to approve the minutes of the May 3, 2021, Employee Benefits Ad Hoc Committee meeting, Chair McPherson seconded. The motion passed by unanimous vote.

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

Items for Discussion and Action

2. Employee Handbook Review

GM York presented the staff report.

Legal Counsel Josh Horowitz (Mr. Horowitz) added that he felt the timeline was appropriate.

Discussion ensued over the timeline of the Employee Handbook update and what would be separated from the Employee Handbook.

Mr. Horowitz expressed he would assist staff with separating what the responsibility of the Board was, versus what the responsibility of the General Manager was.

Chair McPherson stated that she wanted the sections regarding Policy to be cited with reference to when the policy was last approved.

Mr. Horowitz clarified that it would reference when amended the same way all other Board Policies were noted.

Chair McPherson expressed she wanted it to be very clear in the Employee Handbook when each policy was passed, and how each Director voted.

GM York noted staff would begin processing a draft and bring that draft to the Board for review.

The Committee agreed to recommendation 1, to complete the Employee Handbook update by December 31, 2021.

The Committee was split on recommendation 2, to complete the process of updating the Employee Handbook before addressing any changes to the content of the Employee Handbook.

Director Thomas was ok with recommendation 2, while Chair McPherson disagreed, expressing she did not want to stop progress on other items that the Committee was already working on, nor was she interested in only working on the Employee Handbook for the remainder of the year.

GM York stated some of the other Directors expressed at the last Board meeting that they preferred to not piecemeal the Employee Handbook, and he was hopeful that the Committee could focus on working on the Employee Handbook until that was complete, then review the parts of the Employee Handbook that were under the purview of the Board.

Chair McPherson expressed she was aware the other Directors were not interested in looking at the details of the Employee Handbook right now, however, she was not interested in the Committee only focusing on the Employee Handbook for the remainder of the year.

William Eubanks (Mr. Eubanks) supported Chair McPherson's suggestion to note policy changes going forward, but inquired why she felt the need to include how each Director voted in each policy.

Chair McPherson expressed she felt it provided transparency for the rate payers as well as the Directors. She additionally expressed she was only interested in recording each Directors vote going forward.

The Committee agreed to recommendation 1, to complete the Employee Handbook update by December 31, 2021, however they disagreed with recommendation 2.

3. Employee Handbook Review - Sick Leave

Susan Schinnerer (Ms. Schinnerer) presented the staff report and answered clarifying questions.

Chair McPherson expressed she was interested in removing anything that had to do with a payout of sick leave. She additionally stated she was interested in seeing a proposal that would convert unused sick leave to CalPERS service credits upon retirement. She additionally wanted to remove the ability to convert unused sick leave to any deferred compensation credits as well.

Ms. Schinnerer clarified that most agencies do payout sick leave or count it as service credit.

Chair McPherson expressed the benefits for staff were too high, and they should be more realistic. She restated she would like to see any sick leave payout eliminated as she didn't feel it was a paid benefit. She added that the sick leave should be unlimited.

Director Thomas disagreed with Chair McPherson noting he was not interested in making any changes on this at this time. He additionally stated he would be interested in making changes going forward, but that he did not want to take anything away from any current employee that was given to them.

Chair McPherson stated that she was not taking anything away, as the employees had many other benefits, noting she felt this benefit was excessive.

Ms. Schinnerer reminded the Committee that the payout if an employee was over the 240 hours, was at half the employee's rate of pay.

GM York expressed he could bring the item to the full Board with a split vote from the Committee if they wished.

Chair McPherson recommended to complete the process of updating the Employee Handbook before addressing any changes to the content of the Employee Handbook.

The Committee agreed to do nothing until the Employee Handbook update is complete.

Adjournment

Chair McPherson adjourned the meeting at 4:23 p.m.

Mr. Eubanks inquired if Chair McPherson was going to ask for public comment.

Chair McPherson expressed she was not, as the Committee did not do anything so she felt there was no need for public comment.

Mr. Eubanks expressed he had a public comment.

Chair McPherson expressed the meeting was adjourned, so his comments were off record.

Mr. Eubanks commented the he supported Chair McPherson's point of view, expressing staff should not get paid out for sick leave.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

Minutes

**Sacramento Suburban Water District
Finance and Audit Committee
Wednesday, June 28, 2021**

Location:

Video and Audio Conference Only at 1-669-900-6833, or Zoom at Meeting Id #884 3821 3783

Call to Order – Videoconference/Audioconference Meeting

Chair Thomas called the meeting to order at 3:29 p.m.

Roll Call

Directors Present: Kevin Thomas and Dave Jones.

Directors Absent: None.

Staff Present: General Manager Dan York, Director of Finance and Administration Jeff Ott, Susan Schinnerer, and Heather Hernandez-Fort.

Public Present: William Eubanks and Craig Locke.

Announcements

General Manager Dan York (GM York) announced:

- Reminder of the July 7, 2021, Carmichael Water District/SSWD 2x2 Ad Hoc Committee Meeting at 3:00 pm at the District Office.
- Happy 4th of July to all.

Public Comment

None.

Consent Items

1. Minutes of the May 5, 2021 Finance and Audit Committee Meeting

The Committee unanimously approved the minutes of the May 5, 2021, Finance and Audit Committee meeting.

AYES:	Jones and Thomas.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

2. Proposed Changes to Monthly Board Financial Reports

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

The Committee recommended quarterly reporting of the Directors Compensation.

Chair Thomas noted he appreciated the work staff puts into the Financial Report, noting he reviews it every month.

The Committee supported the staff recommendation and recommended presenting the item to the full Board at the next regular Board meeting with support for approval. The Committee recommended placing the item on Consent at the July regular Board meeting.

3. Regulation 7 and Facility Development Charge Setting Policy Update

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

The Committee supported the staff recommendation and recommended to place it on the Consent items at the July regular Board meeting.

4. COVID-19 Temporary Regulation Suspension Update

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

Director Jones inquired what the amount of interest the District could charge on past due amounts on customer accounts.

Mr. Ott expressed he was unsure but would look into it and provide him with an answer.

Mr. Ott stated there would be a follow up information item at the July regular Board meeting.

The Committee supported the staff recommendation.

Adjournment

Chair Thomas adjourned the meeting at 4:11 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District

Minutes

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

Wednesday, July 7, 2021

Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #817 1159 5801

Call to Order – Videoconference/Audioconference Meeting

Director Jones called the meeting to order at 3:00 p.m.

Roll Call

SSWD Directors

Present: Craig Locke (joined in person at 3:09) and Dave Jones.

SSWD Directors

Absent: None.

CWD Directors

Present: Jeff Nelson and Mark Emmerson.

CWD Directors

Absent: None.

SSWD Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Amy Bullock, Erik Flaa, and Susan Schinnerer.

CWD Staff Present: General Manager Cathy Lee.

Public Present: William Eubanks, Ted Costa, Greg Zlotnick, Kevin Thomas, Paul Helliker, Bob Wichert.

Announcements

None.

Public Comment

None.

Items for Discussion and/or Action

1. Introduction

Sacramento Suburban Water District General Manager Dan York (GM York) provided an introduction to the meeting.

2. Overview of Carmichael Water District and Sacramento Suburban Water District
GM York presented the staff report.

GM York and Carmichael Water District General Manager Cathy Lee (GM Lee) presented the PowerPoint presentation of a high level overview of the two Districts.

Director Emmerson inquired if there was an evaporation factor included in the depletion factor.

GM York expressed that there was very different type of calculation methodology that he utilized and that he was unsure if there was an evaporation factor utilized. GM York commented that he provide the calculation factor at a future meeting.

GM York and GM Lee answered additional clarifying questions.

3. Goal of the 2X2 Ad Hoc Committee

GM York presented the staff report.

Director Emmerson expressed he was interested in whatever would be in the best interest of all rate payers involved. He further noted he was committed to the process, but not to any direct result, as he wanted to see where the process lead. He wanted to develop the goals and objectives, noting that if it lead to a consolidation of the two Districts, he was open to that. He expressed he wanted to allow staff to create an environment that allowed for cooperation of projects and programs, and see where it naturally flowed to. He expressed he was interested in getting rid of any political boundaries, identifying how the Districts could work efficiently and effectively together, than seeing what that lead the efforts to.

Director Nelson agreed with Director Emmerson, noting he was interested in using some of the information that was gathered from the Regional Collaboration Study (RCS) to explore efficiencies by working together and sharing resources. He noted he was also interested in doing away with any political boundaries and exploring the operations of the two Districts. He further stated Carmichael Water District (CWD) was smaller than Sacramento Suburban Water District (SSWD) noting the discrepancy in efficiencies due to the limitations CWD has. He expressed he was interested in exploring meeting economies of scale.

Director Jones stated that SSWD was a very strong District and that in time, he was confident consolidation among several local agencies would be inevitable. He additionally expressed interest in using the information gathered from the RCS to aide in exploring consolidation between the two Districts.

Chair Locke noted he was interested in effectively utilizing the operations of both Districts, as he saw efficiencies of daily operations in both. He pointed out that SSWD has well capacity above its daily needs, expressing there was an opportunity for better shared water supply reliability. He noted that the 11 different water agencies in the region could be a stronger voice as a single entity.

GM York expressed he was additionally committed to the process with no defined end goal, expressing he wanted to go through the process and making sure they identified what would be best for all rate payers. He pointed out there would be a cost impact. He additionally requested to get comments from each Director and that staff would go over each of the ideas more thoroughly at the next meeting.

Chair Locke expressed he felt the next step would be to define the process and create an outline of the process.

Director Emmerson noted he wanted to identify the current projects and operations and look at the larger items, as well as any low hanging fruit, additionally identifying what is going to be the most identifiable benefit. He noted he was interested in the option of cross training staff, and wanted to be sure to get people excited about the potential opportunities. He ended with noting once all current projects and operations have been identified, consolidation would likely be an end result.

Director Jones inquired how they would be able to measure the benefit to the rate payers.

Director Emmerson suggested things such as cost, customer satisfaction surveys, as well as measure each Directors opinion on if they were obtaining their objectives.

GM York noted staff could additionally look into how other agencies have handled consolidation for assistance and reference.

GM Lee noted additional benefits would include the future groundwater and surface water recharge as well as water supply reliability.

William Eubanks (Mr. Eubanks) expressed concern over the politics of consolidation, noting he was not confident that a consolidation could happen unless the Districts decided to just do it.

Director Jones expressed he was most interested in consolidation, as they have already been discussing collaboration in the RCS.

Director Emmerson noted he saw consolidation as an end product, but not a beginning product, noting it needed to start at the bottom with looking at all options of collaboration first.

Chair Locke noted he was very interested in looking into moving water more efficiently between the two Districts, noting there were lots of functions to explore which have been identified in the RCS.

Director Emmerson additionally noted staff should list all the operations and projects, rate and evaluate them on criteria, and start at the most beneficial ones on the list.

Director Nelson noted he wanted to be sure the Committee was successful in making progress.

Chair Locke requested staff present a list of some of the projects and operations from each District at the next meeting.

4. Joint Discussion of Consolidation Opportunities

GM York presented the staff report, noting he was interested in being productive and make progress in the Committee by focusing on the process.

GM Lee added that in order to be successful, they should look at the following areas to analyze:

- Water Management/Supply
- Governance Comparison
- Fiscal Continuity
- Water Rights/Contract Rights
- Operations

GM York recommended the Committee consider looking into a consultant to assist with the process.

Director Emmerson noted he was interested in seeing what staff could find on past consolidations.

GM York expressed he and GM Lee would provide that information.

Director Jones agreed with GM Lee on looking further into the areas to analyze.

Director Emmerson expressed was reluctant to hire a consultant at this time, noting he was interested in staff presenting information on past consolidations as well as getting through the process. Then, he expressed, the Committee should evaluate if there is a cost benefit in consolidation. He additionally suggested to review other criteria such as cross training of staff, storing water, and/or staffing benefits. Noting that down the road, there might be a need for a consultant, but at this time, he was not interested in it.

The Committee agreed with the staff recommendation.

Chair Locke additionally noted he was interested in discussing ASR wells.

5. Joint Discussion of Collaboration Opportunities

GM York presented the staff report and answered clarifying questions.

The Committee agreed with the staff recommendation to conduct an investigation of alternatives to consider the benefit of consolidating the Districts into one agency.

Chair Locke pointed out that he wanted to be sure there was a cost sharing between both Districts.

Ted Costa expressed one of the most important topics was banking water. He additionally noted that there was a concern of the AeroJet pollutant, as well as monitoring the position of Del Paso Manor Water District, and considering the County of Sacramento assessment fees as well, which all needed to be reviewed.

6. Next Meeting Date and Time

The Committee agreed to attempt to schedule the next meeting on Friday, July 23rd at 3:00 p.m., noting the next meeting would be at CWD.

7. Public Comment

None.

Adjournment

Chair Locke adjourned the meeting at 4:35 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District