

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue
Sacramento, California 95821

March 16, 2026
5:00 p.m.

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

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

Join the meeting from a computer, tablet or smartphone:

<https://us02web.zoom.us/j/82070572518?pwd=7EhHDjuAXtnppVyKEjkXn9jEoX3IdQ.1>

Meeting ID: 820 7057 2518

Password: 980265

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

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Zoom uses encryption of data during Zoom meetings. The District uses a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

Please mute your line.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District’s Administrative Office at the address listed above.

The public may address the Board concerning an agenda item after the staff presentation but before Board’s consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (generally 3 minutes).

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

Call to Order

Pledge of Allegiance

Roll Call

Announcements

Public Comment

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

Consent Items

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

1. Draft Minutes of February 23, 2026, Regular Board Meeting
Recommendation: Approve the Draft Minutes of February 23, 2026, Regular Board Meeting.
2. Treasurer's Report
Recommendation: Approve the items in the report as recommended.
3. March 2026 Legislative Update
Recommendation: No action. Receive information related to the 2026 California Legislature's session.
4. Policy Review – Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)
Recommendation: Approve the Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) with changes.
5. Policy Review – Reasonable Accommodation and Interactive Process Policy (PL – HR 014)
Recommendation: Approve the Reasonable Accommodation and Interactive Process Policy (PL – HR 014) with changes.

6. Policy Review – Electronic Communications System Management and Retention Policy (PL – IT 003)
Recommendation: Approve the Electronic Communications System Management and Retention Policy (PL – IT 003) with changes.

Items for Discussion and/or Action

7. Upcoming New Policy, Artificial Intelligence Policy (PL – IT 006)
Recommendation: Review and provide comments on the new Artificial Intelligence Policy (PL - IT 006).
8. Kirby’s Pump and Mechanical Purchase Update
Recommendation: Receive information and an update on status of negotiating and preparing purchase agreement and provide direction to staff as appropriate.
9. Community Engagement on Cross-Connection Control and Backflow Theft
Recommendation: No action. Receive a presentation on the District’s collaboration with the Arden + Howe Business Alliance Clean and Safe Advisory Committee.
10. Mutual Aid and Assistance Activation with Citrus Heights Water District
Recommendation: No action. Receive a report regarding activation of the Mutual Aid and Assistance Agreement with Citrus Heights Water District to deliver emergency water supplies.

General Manager’s Report

11. General Manager’s Report
 - a. General Manager Goals Update

Del Paso Manor Service Area

12. Del Paso Manor Service Area Updates
 - a. Grant Funding
 - b. Main Replacement Design Update
 - c. Preventive Maintenance
 - d. Water Meter Update

Department/Staff Reports

13. Financial Report
 - a. Financial Statement Highlights
 - b. Budgets
14. Groundwater Well Status Report
15. Operations and Customer Service Report

Information Items

16. Leak at Poker Lane Well Site
17. Major Capital Improvement Program Projects
18. Upcoming Water Industry Meetings/Conferences
19. Upcoming Policy Review
 - a. Disconnection of Residential Water Service Policy (PL – CS 001)

Committee Reports

20.
 - a. Urban Water Management Plan Ad Hoc Committee (Director Wichert)
Agendas from the February 18, and March 9, 2026, meetings.
 - b. Capital Improvement Project Ad Hoc Committee (Director Boatwright)
Agenda from the February 26, 2026, meeting.
 - c. Audit Committee Meeting (Director Thomas)
Agenda from the March 3, 2026, meeting.

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

21.
 - a. Regional Water Authority (Director Wichert)
None.
 - b. Sacramento Groundwater Authority (Director Boatwright)
None.
 - c. Director Reports – AB 1234

Director’s Comments/Staff Statements and Requests

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

Adjournment

Upcoming Meetings

Thursday, March 26, 2026, at 2:00 p.m., Maintenance and Operations Committee Meeting

Wednesday, April 22, 2026, at 4:00 p.m., Del Paso Manor Advisory Committee Meeting

Monday, April 27, 2026, at 5:00 p.m., Special Board Meeting

I certify that the foregoing agenda for the March 16, 2026, meeting of the Sacramento Suburban Water District Board of Directors was posted by March 6, 2026, in a publicly accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was freely available to the public.

Heather Hernandez-Fort
Board Secretary
Sacramento Suburban Water District



Agenda Item: 1

Date: March 16, 2026

Subject: Draft Minutes of February 23, 2026, Regular Board Meeting

Staff Contact: Heather Hernandez-Fort, Executive Assistant/Board Secretary

Recommended Board Action:

Approve the Draft Minutes of February 23, 2026, Regular Board Meeting

Attachment:

1. Draft Minutes of February 23, 2026, Regular Board Meeting.

Minutes

Sacramento Suburban Water District
Regular Board Meeting
February 23, 2026

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #858 7039 8261

Call to Order

President Locke called the meeting to order at 5:00 p.m.

Pledge of Allegiance

President Locke led the Pledge of Allegiance.

Roll Call

Directors Present: Jay Boatwright, Dave Jones, Craig Locke, Kevin Thomas (arrived at 5:02 p.m.), and Robert Wichert.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Jeff Ott, Heather Hernandez-Fort, Hector Segoviano, Howard Moreland, Jason Marks, Julie Nemitz, and Mike Simi.

Public Present: Legal Counsel Josh Horowitz, Jennifer Harris, J Hannum, Roy Wilson, Trish Harrington, and Emily Hathaway.

Announcements

General Manager Dan York (GM York) announced:

- Director Wichert was elected to the two-year Regular Special District Commissioner Seat for the Sacramento Local Agency Formation Commission.

Public Comment

None.

Consent Items

1. **Draft Minutes of January 13, 2026, Special Board Meeting**
2. **Draft Minutes of January 26, 2026, Regular Board Meeting**
3. **Treasurer's Report**

4. **February 2026 Legislation Update**

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

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

Items for Discussion and/or Action

5. **Resolution No. 26-02 a Resolution of the Sacramento Suburban Water District Board of Directors Amending the District’s Conflict of Interest Code**

GM York presented the staff report.

Director Thomas arrived at the meeting at 5:02 p.m.

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

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

6. **Kirby’s Pump and Mechanical Purchase Update**

GM York, Assistant General Manager Matt Underwood (AGM Underwood), and Legal Counsel Josh Horowitz (Mr. Horowitz) presented the staff report.

Director Wichert stated he did not want to increase the purchase price and suggested obtaining a second opinion from a tax attorney, or accountant, to explore any legal options regarding the tax issue.

Mr. Horowitz noted the issue was unexpected, explained the tax implications, and confirmed there would be no additional legal fees.

Director Jones suggested sharing the unexpected cost or renegotiating, while noting the deal remained favorable.

President Locke emphasized caution in committing to a number without full information and agreed that staff could continue moving forward while a second opinion was being obtained.

Director Boatwright supported Director Wichert’s suggestion, highlighting the need for an asset valuation.

Directors Wichert and Boatwright agreed that a second opinion should be sought, with staff proceeding under the current contract and the agreed-upon purchase price, and a

Special Board meeting could be called if necessary. Director Wichert further stated that he would like a tax expert to review the District's proposed acquisition to determine whether there is a more advantageous structure that would allow for capital gains treatment and minimize the overall tax liability.

Director Jones inquired if there was a cost associated with the delay.

Director Wichert expressed that a delay could increase costs, noting that the current agreement price exceeded the base purchase amount. He asked staff to quantify the potential additional cost of a one-month delay. Staff stated they would provide those numbers.

7. **Update on Acquiring Easements for Water Facilities at McClellan Business Park**
Jason Marks presented the staff report and answered clarifying questions.

8. **Upcoming New Policy, Artificial Intelligence Policy (PL – IT 006)**
Jeff Ott (Mr. Ott) presented the staff report and explained that staff would develop a procedure for employees to follow once the policy was in place.

Director Wichert stated he believed the policy was premature and not relevant to the District.

Jennifer Harris raised questions about the Artificial Intelligence (AI) policy's origins, potential implications of not adopting it, and emphasized consulting technical experts while noting ethical considerations and limited personal knowledge of AI.

Mr. Ott noted that the topic had been raised in prior meetings and was recommended as a best practice.

Director Wichert requested the references used in developing the policy.

Mr. Horowitz clarified that the policy was based on standards used by other clients and that its intent was to provide oversight for staff using AI, with a focus on confidentiality.

Director Wichert expressed concern about reliance on AI tools such as ChatGPT.

Director Thomas commented that AI policies were evolving, but implementing guardrails was a responsible approach.

Mr. Ott stated that if the Board approved, the policy would proceed through the standard policy process.

President Locke noted the policy would require annual review.

9. **Enterprise/Northrop Reservoir Project Update**

Howard Moreland presented the staff report and answered clarifying questions.

Director Wichert requested staff add the facility valves to the preventive maintenance cycle to maintain a consistent rotation.

General Manager's Report

10. **General Manager's Report**

GM York presented the staff report.

- a. *Commissioning of Groundwater Wells Event*
GM York presented the staff report.
- b. *Association of California Water Agencies General Manager Working Group*
GM York presented the staff report.
- c. *Surface Water and Conjunctive Use Program*
GM York presented the staff report.

Del Paso Manor Service Area

11. **Del Paso Manor Service Area Updates**

Mr. Ott presented the staff report.

- a. *Grant Funding*
A written report was provided.
- b. *Main Replacement Design Update*
A written report was provided.
- c. *Preventive Maintenance*
A written report was provided.
- d. *Water Meter Update*
A written report was provided.

Department/Staff Reports

12. **Financial Report**

A written report was provided.

- a. *Draft Financial Statements*
A written report was provided.

b. *Draft Financial Statement Highlights*
A written report was provided.

c. *Budgets*
A written report was provided.

13. **Groundwater Well Status Report**

Assistant General Manager Matt Underwood answered clarifying questions.

14. **Operations and Customer Service Report**

A written report was provided.

Information Items

15. **Major Capital Improvement Program Projects**

A written report was provided.

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

A written report was provided.

17. **Upcoming Policy Review**

A written report was provided.

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

b. Reasonable Accommodation and Interactive Process Policy (PL – HR 014)

c. Electronic Communications System Management and Retention Policy (PL – IT 003)

Committee Reports

18. a. Del Paso Manor Advisory Committee

The draft Minutes from the January 28, 2026, meeting were provided.

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

19. a. Regional Water Authority (Director Wichert)

None.

b. Sacramento Groundwater Authority (Director Boatwright)

The Agenda for the February 12, 2026, meeting was provided.

c. Director Reports – AB 1234

Director Jones provided an oral report of the November 10, and December 8, 2025, meetings he had with the General Manager.

Director Thomas provided an oral report of the RWA Board meeting he attended on January 8, 2026; the SGA Special Board meeting he attended on January 15, 2026; the Delta Independent Science Board meeting he attended on January 16, 2026; the meeting he had with the General Manager on January 20, 2026; the San Juan Water District Board meeting he attended on January 21, 2026; and the AeroJet CAG meeting he attended on January 22, 2026.

Director Wichert provided an oral report of the RWA Board meeting he attended on January 8, 2026; the meeting he had with Director Locke on January 6, 2026; the Water Caucus meeting he attended on January 7, 2026; the RWA Program Committee meeting he attended on January 20, 2026; the meeting he had with the General Manager on January 21, 2026; and the Bay Delta meeting he attended January 28 through 30, 2026.

Director’s Comments/Staff Statements and Requests

President Locke announced that he would be out of town for the March and April meetings.

Adjournment

President Locke adjourned the meeting at 6:38 p.m.

Heather Hernandez-Fort
Board Secretary
Sacramento Suburban Water District



Agenda Item: 2

Date: March 16, 2026

Subject: Treasurer’s Report

Staff Contact: Jeff Ott, Director of Finance and Administration

Recommended Board Actions:

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

1. Ratify the Sacramento Suburban Water District Warrant Register as submitted for the period February 1, 2026, through February 28, 2026.
2. Accept the credit card expenditures listing for the period February 1, 2026, through February 28, 2026.
3. Ratify the Investment Activity register for the period February 1, 2026, through February 28, 2026.

Background:

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

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

Discussion:

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

- Cash Expenditures (AP Warrants) Register – February 2026
- Credit Card Expenditures Register – February 2026
- Investment Activity Register – February 2026

Cash Expenditures (AP Warrants) Register– February 2026

During February 2026, the District made cash payments totaling \$2.3 million. The primary expenditures were \$0.7 million for payrolls, \$0.4 million for capital projects, \$0.3 million for pension and health benefits, \$0.3 for supplies and inventory, \$0.1 million for surface water purchases, \$0.2 million for engineering, construction, contract & financial services, and \$0.3 million for all other O&M expenses. Per District Policy PL – Fin 014, the District Treasurer confirms that the cash expenditures contained in this register conform to the approved 2026 Sacramento Suburban Water District Annual Budget. The Cash Expenditures (AP Warrants) Register is included as Attachment 1.

Credit Card Expenditures Register – February 2026

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 \$5,705.13 on various purchases on the seven District purchasing cards. Details by vendor and purpose are included in this report as Attachment 2.

Investment Activity Register – February 2026

During the month, the District purchased one Asset-Backed Security Obligation for \$0.3 million (par). The District received principal pay downs on two Asset-Backed Security Obligations for \$14,573 (par) and four Federal Agency Commercial Mortgage-Backed Securities for \$15,916 (par). Details of the investment transactions are included as Attachment 3.

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

Attachments:

1. Cash Expenditures (AP Warrants) Register – February 2026
2. Credit Card Expenditures Register – February 2026
3. Investment Activity Register – February 2026

**Cash Expenditures
FEBRUARY 2026**

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION	
ALFRED FRIZZI	90526	2/19/2026	\$2,161.50	Conservation	CONSERVATION REBATES	
		TOTAL	\$2,161.50			
ALL PRO BACKFLOW	000009900	2/19/2026	\$51.00		BACKFLOW SERVICE	
		TOTAL	\$51.00			
ALLIED UNIVERSAL	90468	2/5/2026	\$2,575.32	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$2,575.32			
	90499	2/11/2026	\$5,060.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$5,060.00			
	90608	2/26/2026	\$1,090.32	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$1,090.32			
ALPHA CM INC	90603	2/26/2026	\$38,609.70	District General	PROJECT: MBP DUDLEY DUDLEY MAIN REPL	
		TOTAL	\$38,609.70			
AM CONSERVATION GROUP INC	000009882	2/5/2026	\$2,684.27	Conservation	OPERATING SUPPLIES	
		TOTAL	\$2,684.27			
AMAZON BUSINESS	000009884	2/5/2026	\$765.36	IT	OPERATING SUPPLIES	
			\$34.47	Maintenance	VEHICLE MAINTENANCE SUPPLIES	
			TOTAL	\$799.83		
	000009895	2/11/2026	\$647.40	Finance	OFFICE SUPPLIES	
			\$645.32	Distribution	OPERATING SUPPLIES	
			\$30.71	Maintenance	VEHICLE MAINTENANCE SUPPLIES	
			TOTAL	\$1,323.43		
	000009902	2/19/2026	\$96.96	Finance	OFFICE SUPPLIES	
			TOTAL	\$96.96		
	000009917	2/26/2026	\$69.78	Finance	OFFICE SUPPLIES	
			\$317.05	Engineering	OPERATING SUPPLIES	
			TOTAL	\$386.83		
	AMERICAN RIVER PARKWAY FOUNDATION	90589	2/26/2026	\$1,000.00	Comm Outreach	PUBLIC RELATIONS
			TOTAL	\$1,000.00		
AMERITAS (VISION)	90457	2/5/2026	\$2,424.20	Production	EMPLOYEE BENEFIT - VISION INSURANCE	
		TOTAL	\$2,424.20			
ANSWERNET	000009881	2/5/2026	\$711.00	Distribution	COMMUNICATION	
		TOTAL	\$711.00			
AT&T	90467	2/5/2026	\$334.40	IT	COMMUNICATION	
			TOTAL	\$334.40		
	90498	2/11/2026	\$390.83	IT	COMMUNICATION	
			TOTAL	\$390.83		
	90522	2/19/2026	\$301.00	IT	COMMUNICATION	
			TOTAL	\$301.00		
	90607	2/26/2026	\$6,050.70	IT	COMMUNICATION	
			TOTAL	\$6,050.70		
ATLAS DISPOSAL	90476	2/11/2026	\$390.74	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$390.74			
ATLAS FENCE	000009920	2/26/2026	\$425.00	Production	CONSTRUCTION SERVICES	
		TOTAL	\$425.00			
AUBURN CONSTRUCTORS	90585	2/26/2026	\$176,062.45	District General	PROJECT: WATT/ELKHORN RESERVOIR ASSESSM	
		TOTAL	\$176,062.45			
AWWA	90574	2/26/2026	\$113.00	Finance	MEMBERSHIP & DUES	
		TOTAL	\$113.00			
BADGER METER INC	000009906	2/26/2026	\$279,708.41	District General	INVENTORIES	
			\$2,078.79	District General	PROJECT: 4725 CHIPPENDALE DR 2280151033	
			\$576.10	District General	PROJECT: 5520 SHELTER RD APN2150360032	
			TOTAL	\$282,363.30		
BAY ALARM COMPANY	90477	2/11/2026	\$116.55	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$116.55			
BKS LAW FIRM A PROFESSIONAL CORPORATION	000009905	2/19/2026	\$9,100.65	Admin	LEGAL SERVICES	
		TOTAL	\$9,100.65			
BRADY WORLDWIDE INC	90488	2/11/2026	\$320.64	Production	OPERATING SUPPLIES	

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$320.64		
BROADRIDGE MAIL LLC	90598	2/26/2026	\$710.69	Cust Serv	CONTRACT SERVICES
			\$262.09	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$972.78		
BROWN & CALDWELL	90590	2/26/2026	\$1,955.06	District General	PROJECT: CIP DELIVERY PERFORMANCE
		TOTAL	\$1,955.06		
BURTON ROBB /BURT'S LAWN & GARDEN SERVICE	000009876	2/5/2026	\$15,980.00	Production	CONTRACT SERVICES
		TOTAL	\$15,980.00		
	000009907	2/26/2026	\$15,230.00	Production	CONTRACT SERVICES
		TOTAL	\$15,230.00		
CALIFORNIA LABORATORY SERVICES	90594	2/26/2026	\$3,645.00	Environ Comp	INSPECTION & TESTING - DPM
		TOTAL	\$3,645.00		
CALIFORNIA WATER EFFICIENCY PARTNERSHIP	90597	2/26/2026	\$1,000.00	Admin	MEMBERSHIP & DUES
		TOTAL	\$1,000.00		
CAPITAL RUBBER & GASKET INC	90600	2/26/2026	\$265.12	Maintenance	OPERATING SUPPLIES
		TOTAL	\$265.12		
CAPITAL SWEEPER SERVICE	90606	2/26/2026	\$1,237.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$1,237.00		
CARON NOGEN	90521	2/19/2026	\$950.00	Distribution	MISC. REPAIRS
		TOTAL	\$950.00		
CDWG	000009877	2/5/2026	\$14,950.00	IT	TECHNOLOGY LICENSES
		TOTAL	\$14,950.00		
	000009889	2/11/2026	\$3,804.66	District General	PROJECT: 2024 SERVER REFRESH
		TOTAL	\$3,804.66		
	000009908	2/26/2026	\$868.97	District General	PROJECT: 2023 SCADA NETWORK IMPROVEMENT
			\$26,641.82	IT	TECHNOLOGY LICENSES
TOTAL	\$27,510.79				
CENTRAL VALLEY ENG & ASPHALT	000009915	2/26/2026	\$29,104.00	Distribution	MISC. REPAIRS
		TOTAL	\$29,104.00		
CHASE PAYMENTECH	ACH0093116	2/4/2026	\$22,055.38	Cust Serv	CREDIT CARD FEES
		TOTAL	\$22,055.38		
CIGNA HEALTH AND LIFE INSURANCE COMPANY	000009886	2/5/2026	\$17,996.36	Production	EMPLOYEE BENEFIT - DENTAL INSURANCE
		TOTAL	\$17,996.36		
CINTAS	90443	2/5/2026	\$339.74	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$667.43	Maintenance	UNIFORMS
		TOTAL	\$1,007.17		
	90478	2/11/2026	\$243.02	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
			\$645.22	Maintenance	UNIFORMS
	TOTAL	\$888.24			
90575	2/26/2026	\$125.14	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD	
		\$324.47	Maintenance	UNIFORMS	
TOTAL	\$449.61				
CITY OF SACRAMENTO DEPT OF UTILITIES	90587	2/26/2026	\$25.36	Production	UTILITIES
		TOTAL	\$25.36		
CITY OF SACRAMENTO WATER	90455	2/5/2026	\$37,580.04	Production	PURCHASED WATER-CITY OF SACRAMENTO
		TOTAL	\$37,580.04		
	90591	2/26/2026	\$7,295.82	Production	PURCHASED WATER-CITY OF SACRAMENTO
		TOTAL	\$7,295.82		
CITYWORKS AZTECA SYSTEMS INC	000009914	2/26/2026	\$6,300.00	District General	PROJECT: CITYWORKS UPGRADE
		TOTAL	\$6,300.00		
COLLEGE OAK ROAD SOLUTIONS LLC	90465	2/5/2026	\$268.13	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$268.13		
	90604	2/26/2026	\$165.00	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$165.00		
COMCAST	90479	2/11/2026	\$594.98	IT	COMMUNICATION
		TOTAL	\$594.98		
CONSOLIDATED	90508	2/19/2026	\$832.71	IT	COMMUNICATION

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
COMMUNICATIONS		TOTAL	\$852.71		
CORE & MAIN	90513	2/19/2026	\$650.17	Field Ops	OPERATING SUPPLIES
		TOTAL	\$650.17		
COTTON SHOPPE	90584	2/26/2026	\$179.82	Maintenance	UNIFORMS
		TOTAL	\$179.82		
COUNTY OF SAC DEPT OF FINANCE	90611	2/26/2026	\$119.20	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$119.20		
COUNTY OF SAC ENVIRO MGT DEPT	90486	2/11/2026	\$861.60	Environ Comp	LICENSES, PERMITS & FEES
		TOTAL	\$861.60		
COUNTY OF SAC PUBLIC WORKS	90505	2/19/2026	\$1,735.50	Distribution	LICENSES, PERMITS & FEES
		TOTAL	\$1,735.50		
CUSTOMER REFUNDS	Multiple Payments	2/19/2026	\$22,543.86		CUSTOMER REFUNDS: 46
		TOTAL	\$22,543.86		
DAN YORK	90445	2/5/2026	\$22.00	Admin	LOCAL TRAVEL COST
		TOTAL	\$22.00		
DAVID H KLEMER	90525	2/19/2026	\$931.50	Conservation	CONSERVATION REBATES
		TOTAL	\$931.50		
DIANE EUERLE	90527	2/19/2026	\$500.00	Conservation	CONSERVATION REBATES
		TOTAL	\$500.00		
DIRECT TV	90487	2/11/2026	\$25.00	Maintenance	COMMUNICATION
		TOTAL	\$25.00		
DYLAN HUNTZENGEL	90462	2/5/2026	\$60.00	Environ Comp	TRAINING
		TOTAL	\$60.00		
E.H. WACHS COMPANY	90593	2/26/2026	\$633.58	Maintenance	OPERATING SUPPLIES
		TOTAL	\$633.58		
ELEVATOR TECHNOLOGY INC	000009885	2/5/2026	\$920.00	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$920.00		
	000009896	2/11/2026	\$2,415.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$2,415.00		
EMCOR SERVICES	90459	2/5/2026	\$482.75	Production	CONTRACT SERVICES
		TOTAL	\$482.75		
EMIGH ACE HARDWARE	000009890	2/11/2026	\$7.73	Distribution	OPERATING SUPPLIES
		TOTAL	\$7.73		
	000009909	2/26/2026	\$24.53	Production	OPERATING SUPPLIES
		TOTAL	\$24.53		
EMPLOYMENT DEVELOPMENT	90480	2/11/2026	\$3,603.00	HR	MISCELLANEOUS EMPLOYEE BENEFITS
		TOTAL	\$3,603.00		
ERC CONTRACTING	000009901	2/19/2026	\$8,000.00	District General	PROJECT: MBP DUDLEY DUDLEY MAIN REPL
			\$2,500.00	Engineering	CONSULTING SERVICES
		TOTAL	\$10,500.00		
	000009916	2/26/2026	\$6,250.00	District General	PROJECT: WATT/ELKHORN RESERVOIR ASSESSM
			\$5,000.00	District General	PROJECT: WELL 85 AUBURN/FULTON
		TOTAL	\$11,250.00		
ERIK FLAA	90509	2/19/2026	\$105.00	Engineering	REQUIRED TRAINING
		TOTAL	\$105.00		
FEDERAL EXPRESS CORPORATION	90577	2/26/2026	\$60.58	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$60.58		
FILLIP MARCELIN	90528	2/19/2026	\$500.00	Conservation	CONSERVATION REBATES
		TOTAL	\$500.00		
FORSGREN ASSOCIATES INC	90511	2/19/2026	\$17,750.75	Engineering	CONSULTING SERVICES - DPMSA
		TOTAL	\$17,750.75		
	90592	2/26/2026	\$22,355.65	District General	PROJECT: T&D - AREA 2D MAIN REPLACEMENT
		TOTAL	\$22,355.65		
FRED FENG-YI	90474	2/5/2026	\$325.00	Conservation	CONSERVATION REBATES
		TOTAL	\$325.00		
FUTURE FORD	90506	2/19/2026	\$10,150.00	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$10,150.00		

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
GEOCON CONSULTANTS INC	90512	2/19/2026	\$3,225.50	District General	PROJECT: MBP DUDLEY DUDLEY MAIN REPL
		TOTAL	\$3,225.50		
GOVPATH	90464	2/5/2026	\$92.50	Cust Serv	CONTRACT SERVICE - DPMSA
		TOTAL	\$92.50		
GRAINGER	90446	2/5/2026	\$145.35	Production	OPERATING SUPPLIES
		TOTAL	\$145.35		
	90481	2/11/2026	\$149.53	Distribution	OPERATING SUPPLIES
		TOTAL	\$149.53		
GRANICUS	000009903	2/19/2026	\$13,554.26	IT	TECHNOLOGY LICENSES
		TOTAL	\$13,554.26		
GREG BUNDESEN	000009883	2/5/2026	\$29.73	Conservation	LOCAL TRAVEL COST
		TOTAL	\$29.73		
GROUNDWATER RESOURCES ASSOCIATION OF CA	90578	2/26/2026	\$1,500.00	Admin	MEMBERSHIP & DUES
		TOTAL	\$1,500.00		
HARRIS INDUSTRIAL GASES	000009878	2/5/2026	\$31.55	Maintenance	OPERATING SUPPLIES
		TOTAL	\$31.55		
HECTOR SEGOVIANO	90447	2/5/2026	\$64.64	Field Service	OPERATING SUPPLIES
		TOTAL	\$64.64		
HOLT OF CALIFORNIA	90484	2/11/2026	\$1,159.95	Production	CONTRACT SERVICES
		TOTAL	\$1,159.95		
	90586	2/26/2026	\$8,859.59	Production	CONTRACT SERVICES
		TOTAL	\$8,859.59		
INFOSEND INC	90491	2/11/2026	\$83.30	Cust Serv	CONTRACT SERVICES
		TOTAL	\$83.30		
INTERSTATE ADVANCED MATERIALS	000009887	2/5/2026	\$1,185.25	District General	INVENTORY
		TOTAL	\$1,185.25		
INVOICE CLOUD INC	90515	2/19/2026	\$28,043.55	Cust Serv	CREDIT CARD PROCESSING FEES
		TOTAL	\$28,043.55		
JOEL KASPICK	90471	2/5/2026	\$150.00	Conservation	CONSERVATION REBATES
		TOTAL	\$150.00		
JULIE NEMITZ	90609	2/26/2026	\$150.00	Admin	EMPLOYEE COMM/TEAMBUILDING
		TOTAL	\$150.00		
KEPT COMPANIES	90492	2/11/2026	\$1,129.24	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$1,129.24		
LES SCHWAB TIRE CENTER MADISON	90448	2/5/2026	\$3,036.00	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$3,036.00		
	90579	2/26/2026	\$484.23	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$484.23		
MARK MURPHY	90473	2/5/2026	\$500.00	Conservation	CONSERVATION REBATES
		TOTAL	\$500.00		
MARK TAYLOR	90449	2/5/2026	\$250.00	Maintenance	UNIFORMS
		TOTAL	\$250.00		
MAZE & ASSOCIATES ACCOUNTANCY CORP	000009921	2/26/2026	\$19,400.00	Finance	AUDIT SERVICES
		TOTAL	\$19,400.00		
MCCLELLAN BUSINESS PARK	90456	2/5/2026	\$7,648.08	Distribution	MISC. REPAIRS
		TOTAL	\$7,648.08		
MEREDITH CARTY	90502	2/11/2026	\$200.00	Comm Outreach	CONTRACT SERVICES
		TOTAL	\$200.00		
MICHAEL PHILLIPS LANDSCAPE CORP	000009898	2/19/2026	\$3,641.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
			\$1,246.00	Conservation	CONTRACT SERVICES
		TOTAL	\$4,887.00		
	000009910	2/26/2026	\$2,863.00	Production	CONTRACT SERVICES
	TOTAL	\$2,863.00			
MID AMERICA METER LLC	90520	2/19/2026	\$658.90	Field Service	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$658.90		
MOBILE-MED WORK HEALTH SOLUTIONS INC	90460	2/5/2026	\$590.00	HR	EMPLOYMENT COST
		TOTAL	\$590.00		

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION	
MYFLEETCENTER	90461	2/5/2026	\$266.28	Maintenance	VEHICLE MAINTENANCE SERVICES	
		TOTAL	\$266.28			
	90490	2/11/2026	\$399.75	Maintenance	VEHICLE MAINTENANCE SERVICES	
		TOTAL	\$399.75			
NANCY J MARTIN	90475	2/5/2026	\$762.26	Conservation	CONSERVATION REBATES	
		TOTAL	\$762.26			
NAVIANT	90496	2/11/2026	\$768.75	IT	CONSULTING SERVICES	
		TOTAL	\$768.75			
NEGIN NAVAEI	90472	2/5/2026	\$150.00	Conservation	CONSERVATION REBATES	
		TOTAL	\$150.00			
PACE SUPPLY CORP	00009894	2/11/2026	\$553.15	Distribution	OPERATING SUPPLIES	
		TOTAL	\$553.15			
PAYCOM PAYROLL LLC	ACH0093115	2/28/2026	\$739,654.16	District General	ACCRUED SALARIES	
		TOTAL	\$739,654.16			
PERS 457 PLAN	ACH0093107	2/5/2026	\$626.00	District General	ACCRUED DEF COMP, PERS ROTH 457B	
		TOTAL	\$626.00			
	ACH0093232	2/19/2026	\$626.00	District General	ACCRUED DEF COMP, PERS ROTH 457B	
		TOTAL	\$626.00			
PERS HEALTH	ACH0093112	2/5/2026	\$2,403.41	Admin	OPEB - RETIREE BENEFITS PREMIUM	
		TOTAL	\$2,403.41			
	ACH0093113	2/5/2026	\$173,190.43	Production	EMPLOYEE BENEFIT - HEALTH INSURANCE	
		TOTAL	\$173,190.43			
PERS LONG TERM CARE PROGRAM	90450	2/5/2026	\$3,153.00	Admin	OPEB - RETIREE BENEFITS PREMIUM	
		TOTAL	\$3,153.00			
	90482	2/11/2026	\$2,957.60	Admin	OPEB - RETIREE BENEFITS PREMIUM	
		TOTAL	\$2,957.60			
PERS PENSION	ACH0093108	2/5/2026	\$18,515.51	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$18,515.51		EMPLOYEE BENEFIT - PERS RETIREMENT	
	ACH0093109	2/5/2026	\$131.95	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$131.95			
	ACH0093110	2/5/2026	\$11,095.91	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$11,095.91			
	ACH0093111	2/5/2026	\$35,108.13	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$35,108.13			
	ACH0093234	2/19/2026	\$18,515.51	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$18,515.51			
	ACH0093235	2/19/2026	\$11,095.91	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$11,095.91			
	ACH0093237	2/19/2026	\$35,155.22	District General	EMPLOYEE BENEFIT - PERS RETIREMENT	
		TOTAL	\$35,155.22			
	PEST PROS PEST SOLUTIONS	90489	2/11/2026	\$298.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
			TOTAL	\$298.00		
PG&E	90580	2/26/2026	\$3,812.23	Maintenance	UTILITIES	
		TOTAL	\$3,812.23			
PSOMAS	00009913	2/26/2026	\$5,268.45	District General	PROJECT: FENCE INSTALLATION AT PARKOAKS	
		TOTAL	\$5,268.45			
PSS ONSITE INC.	90503	2/11/2026	\$2,721.80	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD	
		TOTAL	\$2,721.80			
PYXIS LAB INC	00009919	2/26/2026	\$1,701.83	Production	OPERATING SUPPLIES	
		TOTAL	\$1,701.83			
R&S OVERHEAD DOORS AND GATES	90454	2/5/2026	\$6,677.37	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD	
		TOTAL	\$6,677.37			
RAEL & LETSON	90605	2/26/2026	\$4,900.00	Finance	CONSULTING SERVICES	
		TOTAL	\$4,900.00			
RAMOS ENVIRONMENTAL SERVICES	90581	2/26/2026	\$954.56	Field Ops	HAZARDOUS WASTE DISPOSAL	
		TOTAL	\$954.56			
RED STAR BODY & PAINT	90463	2/5/2026	\$2,352.07	Maintenance	VEHICLE MAINTENANCE SERVICES	

AP Warrant List From: 2/1/2026 To: 2/28/2026

Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$2,352.07		
	90493	2/11/2026	\$1,941.30	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$1,941.30		
RICHARDSON & CO LLP	90514	2/19/2026	\$700.00	Finance	AUDIT SERVICES - DPM
		TOTAL	\$700.00		
ROBERT MERRITT CPA	90519	2/19/2026	\$607.50	Finance	CONSULTING SERVICES - DPM
		TOTAL	\$607.50		
ROBERT ROSCOE	000009879	2/5/2026	\$582.70	Admin	OPEB - RETIREE BENEFITS PREMIUM
		TOTAL	\$582.70		
RUE EQUIPMENT INC	90451	2/5/2026	\$1,171.78	Maintenance	EQUIPMENT MAINTENANCE SERVICES
			\$542.78	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$1,714.56		
	90483	2/11/2026	\$897.49	Maintenance	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$897.49		
	90582	2/26/2026	\$497.50	Maintenance	EQUIPMENT MAINTENANCE SERVICES
			\$350.00	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$847.50		
SACRAMENTO COUNTY UTILITIES	90444	2/5/2026	\$155.35	Maintenance	UTILITIES
		TOTAL	\$155.35		
	90576	2/26/2026	\$335.66	Production	UTILITIES
		TOTAL	\$335.66		
SACRAMENTO METRO AIR QUALITY	90507	2/19/2026	\$3,517.52	Environ Comp	LICENSES, PERMITS & FEES
		TOTAL	\$3,517.52		
SHANE BROWN ELECTRIC	90495	2/11/2026	\$13,840.48	District General	RETENTION PAYABLE - DPM
		TOTAL	\$13,840.48		
SHRED-IT STERICYCLE	90596	2/26/2026	\$112.82	Cust Serv	CONTRACT SERVICES
		TOTAL	\$112.82		
SIERRA CHEMICAL COMPANY	000009880	2/5/2026	\$1,355.00	Production	HFA, CHEMICAL & DELIVERY
			\$136.80	Production	HYPO, CHEMICAL & DELIVERY - DPM
		TOTAL	\$1,491.80		
	000009891	2/11/2026	\$10,217.87	Production	HFA, CHEMICAL & DELIVERY
			\$10,509.60	Production	HYPO, CHEMICAL & DELIVERY
		TOTAL	\$20,727.47		
	000009911	2/26/2026	\$3,054.00	Production	HYPO, CHEMICAL & DELIVERY
			\$319.20	Production	HYPO, CHEMICAL & DELIVERY - DPM
		TOTAL	\$3,373.20		
SIGNTECH	90470	2/5/2026	\$1,002.00	Conservation	PRINTING
		TOTAL	\$1,002.00		
SMUD	90583	2/26/2026	\$3,326.09	Production	ELECTRICAL CHARGES
			\$6,476.65	Production	ELECTRICAL CHARGES - DPM
		TOTAL	\$9,802.74		
SONITROL	000009892	2/11/2026	\$4,308.50	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$4,308.50		
	000009912	2/26/2026	\$4,308.50	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$4,308.50		
SOUTHWESTERN WIRE	90466	2/5/2026	\$6,138.20	Distribution	MISC. REPAIRS
		TOTAL	\$6,138.20		
STAPLES CONTRACT AND COMMERCIAL	000009918	2/26/2026	\$96.71	Finance	OFFICE SUPPLIES
		TOTAL	\$96.71		
STATE WATER RESOURCES CONTROL BOARD	90452	2/5/2026	\$176.00	Environ Comp	LICENSES, PERMITS & FEES
		TOTAL	\$176.00		
STORM WIND LLC	90469	2/5/2026	\$2,360.00	IT	REQUIRED TRAINING
		TOTAL	\$2,360.00		
TAK BROADBAND CA LLC	90518	2/19/2026	\$28,378.00	District General	PROJECT: 2026 VALVE/HYD/SERV REPL
			\$7,635.00	Distribution	CONSTRUCTION SERVICES
			\$4,035.98	Distribution	MISC. REPAIRS
		TOTAL	\$40,048.98		

AP Warrant List From: 2/1/2026 To: 2/28/2026

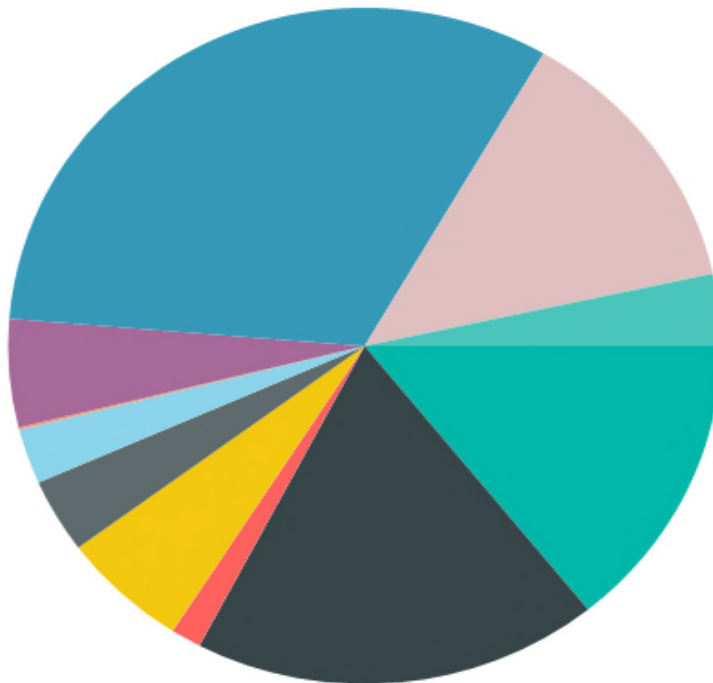
Attachment 1

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
	90602	2/26/2026	\$101,031.25	District General	PROJECT: 2026 VALVE/HYD/SERV REPL
		TOTAL	\$101,031.25		
TECHNICAL SYSTEMS, INC	000009897	2/11/2026	\$5,142.50	District General	PROJECT: 2023 SCADA NETWORK IMPROVEMENT
			\$10,846.00	District General	PROJECT: SCADA SITE UPGRADE PLAN/DESIGN
		TOTAL	\$15,988.50		
TEE JANITORIAL & MAINTENANCE	90458	2/5/2026	\$4,108.00	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$4,108.00		
TERRAPIN TECHNOLOGY GROUP	90494	2/11/2026	\$52.20	IT	TECHNOLOGY LICENSES - DPM
		TOTAL	\$52.20		
TINA LYNN DESIGN	000009899	2/19/2026	\$300.00	Comm Outreach	CONTRACT SERVICES
		TOTAL	\$300.00		
UBEO BUSINESS SERVICES	000009904	2/19/2026	\$158.72	IT	EQUIPMENT MAINTENANCE SERVICES
		TOTAL	\$158.72		
ULINE SHIPPING SUPPLY SPECIALISTS	90595	2/26/2026	\$216.33	Finance	OFFICE SUPPLIES
			\$560.43	Production	OPERATING SUPPLIES
		TOTAL	\$776.76		
UNUM	90501	2/11/2026	\$5,803.27	Production	EMPLOYEE BENEFIT - LTD INSURANCE
		TOTAL	\$5,803.27		
US BANK CORPORATE PAYMENT SYSTEM	90504	2/13/2026	\$5,705.13	Production	JANUARY CREDIT CARD ACTIVITY PAYMENT
		TOTAL	\$5,705.13		
USPS	ACH0093238	2/19/2026	\$1,473.90	Cust Serv	POSTAGE/SHIPPING/UPS/FED EX
		TOTAL	\$1,473.90		
VALIC AIG	ACH0093114	2/5/2026	\$5,135.94	District General	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,135.94		
	ACH0093233	2/19/2026	\$5,135.94	District General	ACCRUED DEF COMP, VALIC ROTH 457B
		TOTAL	\$5,135.94		
VALLEY BATTERY	90599	2/26/2026	\$368.20	Maintenance	EQUIPMENT MAINTENANCE SERVICES
			\$173.12	Maintenance	VEHICLE MAINTENANCE SERVICES
		TOTAL	\$541.32		
VERIZON WIRELESS DALLAS TX	90453	2/5/2026	\$2,280.60	Field Ops	COMMUNICATION
		TOTAL	\$2,280.60		
	90485	2/11/2026	\$3,945.17	IT	COMMUNICATION
		TOTAL	\$3,945.17		
VICKI SPRAGUE	90510	2/19/2026	\$135.00	Conservation	REQUIRED TRAINING
		TOTAL	\$135.00		
VIKKI WOOD	90524	2/19/2026	\$150.00	Conservation	CONSERVATION REBATES
		TOTAL	\$150.00		
WALNUT INDUSTRIAL CENTER LLC	90610	2/26/2026	\$2,185.45	Field Ops	H&D WALNUT PARKING LOT LEASE
		TOTAL	\$2,185.45		
WASTE MANAGEMENT	000009893	2/11/2026	\$1,135.43	Maintenance	BUILDING SERVICE EXPENSE - OFFICE & YARD
		TOTAL	\$1,135.43		
WCP SOLUTIONS	90497	2/11/2026	\$1,180.67	Maintenance	BUILDING MAINTENANCE - OFFICE & YARD
		TOTAL	\$1,180.67		
WECK LABORATORIES INC	90517	2/19/2026	\$560.00	Environ Comp	INSPECTION & TESTING - DPM
		TOTAL	\$560.00		
	90601	2/26/2026	\$3,815.00	District General	PROJECT: WELL 85 AUBURN/FULTON
			\$1,120.00	Environ Comp	INSPECTION & TESTING
		TOTAL	\$4,935.00		
WESTAMERICA BANK ANALYSIS FEES	ACH0093239	2/17/2026	\$4,505.88	Finance	FINANCIAL SERVICES
		TOTAL	\$4,505.88		
WEX	000009888	2/5/2026	\$9,516.00	Maintenance	OPERATING SUPPLIES
		TOTAL	\$9,516.00		
WHITE CAP	90500	2/11/2026	\$258.56	Field Ops	OPERATING SUPPLIES
		TOTAL	\$258.56		
	90523	2/19/2026	\$1,768.72	Field Ops	OPERATING SUPPLIES
		TOTAL	\$1,768.72		
WOOD RODGERS ENGINEERING	90588	2/26/2026	\$2,000.00	District General	PROJECT: WELL N35 - A N WATER TREATMENT

AP Warrant List From: 2/1/2026 To: 2/28/2026

VENDOR	PAYMENT NO.	DATE	AMOUNT	DEPARTMENT	DESCRIPTION
		TOTAL	\$2,070.00		
ZORO	90516	2/19/2026	\$157.03	Field Ops	OPERATING SUPPLIES
		TOTAL	\$157.03		
GRAND TOTAL			\$2,339,706.86		

AP Warrant List Summary Chart



**Credit Card Expenditures
FEBRUARY 2026**

**Sacramento Suburban Water District
US Bank Purchasing Card Program
CalCard Expenditures
February 2026**

Vendor Name	Description	Amount	Proj/GLAcct
SECRETARY OF STATE - BUSINESS PROGRAMS DIVISION	NONPROFIT CORP - STATEMENT OF INFORMAITON	\$20.00	03-54509
RUBBERSTAMPS.COM	CUSTOM SSWD SELF-INKING STAMP	\$80.78	03-52108
CA IRRIGATION DIST	JOSH TAYLOR REGISTRATOIN - CONFERENCE	\$350.00	13-55001
CAL CPA	JEFF OTT - CPA CLASS	\$175.00	03-51407
SAMS CLUB	WELL SITE SUPPLIES	\$98.08	06-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$84.01	05-52101
ROCKLIN DONUTS	2025 YEAR END BREAKFAST	\$828.63	02-51403
IN & OUT	INVENTORY LUNCH	\$76.88	03-55002
SUBWAY	INVENTORY LUNCH	\$100.65	03-55002
SAMS CLUB	KITCHEN/OFFICE SUPPLIES	\$225.44	03-52108
COSTCO	WAREHOUSE SUPPLIES	\$140.95	05-52101
LIGHTBULBS.COM	AVIATION LIGHT 620W	\$141.03	06-52101
LIGHTBULBS.COM	AVIATION LIGHTS 620W	\$104.66	06-52101
COSTCO	WAREHOUSE SUPPLIES	\$86.15	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$60.08	05-52101
HOME DEPOT	WAREHOUSE SUPPLIES	\$42.88	05-52101
HOME DEPOT	WARHEOUSE SUPPLIES	\$285.84	05-52101
HOME DEPOT	DIST. DEPT TOOLS	\$119.54	07-52101
HOME DEPOT	PM TRUCK NEW TOOLS	\$699.30	07-52101
HOME DEPOT	NEW TOOLS PM TRUCK	\$699.30	07-52101
ROCKLIN DONUTS	2026 KICKOFF BREAKFAST	\$948.15	02-51403
HOME DEPOT	NEW TOOLS PM TRUCK	\$271.14	07-52101
HOME DEPOT	WOOD SCREWS	\$3.17	12-52101
DOLLAR TREE	GREETING CARDS FOR STAFF	\$13.47	17-51309
PSHRA	HR CERTIFICATE TRAINING	\$50.00	17-51406
	Totals:	\$5,705.13	

Investment Activity
FEBRUARY 2026

PFM Asset Management

Managed Account Security Transactions & Interest

For the Month Ending February 28, 2026

SACRAMENTO SUBURBAN WATER DISTRICT							
TransactionType	Trade Date	Settlement Date	Transaction Description	CUSIP	Principal	Proceeds Par	Accrued Interest Total Amount
BUY							
BUY	01/29/2026	02/02/2026	BUY - MORGAN STANLEY PVT BANK (CALL 61776NU43		(280,000.00)	280,000.00	- (280,000.00)
BUY Total					(280,000.00)	280,000.00	- (280,000.00)
INTEREST							
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K511 A2	3137HB3G7	-	-	850.50 850.50
INTEREST	02/01/2026	02/25/2026	INTEREST - FNA 2023-M6 A2	3136BQDE6	-	-	1,247.18 1,247.18
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K539 A2	3137HKXJ8	-	-	643.13 643.13
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K551 A2	3137HNWV6	-	-	1,162.73 1,162.73
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K065 A2	3137F1G44	-	-	1,013.44 1,013.44
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K509 A2	3137HAST4	-	-	1,131.67 1,131.67
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K058 A2	3137BSP72	-	-	994.87 994.87
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS KJ48 A1	3137HBC69	-	-	1,145.25 1,145.25
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K526 A2	3137HDXL9	-	-	1,268.25 1,268.25
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K064 A2	3137BXQY1	-	-	1,007.50 1,007.50
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS KJ46 A1	3137HAD45	-	-	1,166.00 1,166.00
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K505 A2	3137HACX2	-	-	1,505.94 1,505.94
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K552 A2	3137HPEX7	-	-	988.90 988.90
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K510 A2	3137HB3D4	-	-	570.26 570.26
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K507 A2	3137HAMS2	-	-	1,500.00 1,500.00
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K506 A2	3137HAMH6	-	-	2,228.13 2,228.13
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K514 A2	3137HBLV4	-	-	819.15 819.15
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K061 A2	3137BTUM1	-	-	689.46 689.46
INTEREST	02/01/2026	02/25/2026	INTEREST - FHMS K508 A2	3137HAQ74	-	-	1,481.25 1,481.25
INTEREST	02/02/2026	02/02/2026	INTEREST - MONEY MARKET FUND	MONEY0002	-	-	461.52 461.52
INTEREST	02/08/2026	02/08/2026	INTEREST - AIR PRODUCTS & CHEMICALS	009158BH8	-	-	5,750.00 5,750.00
INTEREST	02/15/2026	02/15/2026	INTEREST - AMXCA 2023-3 A	02582JKD1	-	-	1,438.25 1,438.25
INTEREST	02/15/2026	02/15/2026	INTEREST - AMXCA 2025-2 A	02582JKP4	-	-	1,248.33 1,248.33
INTEREST	02/15/2026	02/15/2026	INTEREST - WFCIT 2024-A2 A	92970QAE5	-	-	679.25 679.25
INTEREST	02/15/2026	02/15/2026	INTEREST - MBART 2025-1 A3	58773DAD6	-	-	1,991.67 1,991.67
INTEREST	02/15/2026	02/15/2026	INTEREST - TAOT 2024-C A3	89237QAD2	-	-	650.67 650.67
INTEREST	02/15/2026	02/15/2026	INTEREST - COMET 2024-A1 A	14041NGE5	-	-	1,143.33 1,143.33
INTEREST	02/15/2026	02/15/2026	INTEREST - BACCT 2023-A1 A1	05522RDG0	-	-	538.88 538.88
INTEREST	02/15/2026	02/15/2026	INTEREST - AMXCA 2023-1 A	02582JJZ4	-	-	608.75 608.75
INTEREST	02/15/2026	02/15/2026	INTEREST - WFCIT 2024-A1 A	92970QAA3	-	-	1,646.67 1,646.67
INTEREST	02/15/2026	02/15/2026	INTEREST - TAOT 2025-B A3	89231HAD8	-	-	669.08 669.08

PFM Asset Management

Managed Account Security Transactions & Interest

For the Month Ending February 28, 2026

SACRAMENTO SUBURBAN WATER DISTRICT									
TransactionType	Trade Date	Settlement Date	Transaction Description	CUSIP	Principal	Proceeds	Par	Accrued Interest	Total Amount
INTEREST	02/15/2026	02/15/2026	INTEREST - COMET 2025-A1 A	14041NGF2	-	-	-	955.00	955.00
INTEREST	02/15/2026	02/15/2026	INTEREST - WFCIT 2025-A1 A	92970QAJ4	-	-	-	1,591.33	1,591.33
INTEREST	02/15/2026	02/15/2026	INTEREST - CHAIT 2024-A1 A	161571HV9	-	-	-	1,341.67	1,341.67
INTEREST	02/15/2026	02/15/2026	INTEREST - AMXCA 2024-1 A	02582JKH2	-	-	-	1,372.87	1,372.87
INTEREST	02/15/2026	02/15/2026	INTEREST - BACCT 2024-A1 A	05522RDJ4	-	-	-	1,355.75	1,355.75
INTEREST	02/15/2026	02/15/2026	INTEREST - NAROT 2024-B A3	65479WAD6	-	-	-	289.33	289.33
INTEREST	02/15/2026	02/15/2026	INTEREST - HAROT 2024-4 A3	43816DAC9	-	-	-	378.87	378.87
INTEREST	02/15/2026	02/15/2026	INTEREST - TAOT 2024-D A3	89239TAD4	-	-	-	275.00	275.00
INTEREST	02/15/2026	02/15/2026	INTEREST - BACCT 2025-A1 A	05522RDK1	-	-	-	826.08	826.08
INTEREST	02/15/2026	02/15/2026	INTEREST - HART 2025-A A3	44935CAD3	-	-	-	1,116.00	1,116.00
INTEREST	02/15/2026	02/15/2026	INTEREST - CARMX 2022-3 A3	14318MAD1	-	-	-	47.48	47.48
INTEREST	02/15/2026	02/15/2026	INTEREST - HART 2024-C A3	448976AD2	-	-	-	477.75	477.75
INTEREST	02/15/2026	02/15/2026	INTEREST - FORDO 2025-A A3	34535KAD0	-	-	-	1,409.17	1,409.17
INTEREST	02/15/2026	02/15/2026	INTEREST - HAROT 2025-2 A3	437921AD1	-	-	-	363.12	363.12
INTEREST	02/15/2026	02/15/2026	INTEREST - HART 2025-C A3	44935JAD8	-	-	-	776.00	776.00
INTEREST	02/15/2026	02/15/2026	INTEREST - NAROT 2025-A A3	65481GAD7	-	-	-	1,328.29	1,328.29
INTEREST	02/16/2026	02/16/2026	INTEREST - GMCAR 2024-4 A3	38014AAD3	-	-	-	385.00	385.00
INTEREST	02/16/2026	02/16/2026	INTEREST - GMCAR 2025-2 A3	362549AD9	-	-	-	285.33	285.33
INTEREST	02/20/2026	02/20/2026	INTEREST - VZMT 2025-3 A1A	92348KDY6	-	-	-	1,409.37	1,409.37
INTEREST	02/20/2026	02/20/2026	INTEREST - VALET 2025-1 A3	92868MAD1	-	-	-	1,181.25	1,181.25
INTEREST	02/21/2026	02/21/2026	INTEREST - HAROT 2023-4 A3	438123AC5	-	-	-	216.34	216.34
INTEREST	02/21/2026	02/21/2026	INTEREST - HAROT 2024-3 A3	43813YAC6	-	-	-	933.04	933.04
INTEREST	02/21/2026	02/21/2026	INTEREST - HAROT 2025-3 A3	43813QAD1	-	-	-	959.50	959.50
INTEREST	02/26/2026	02/26/2026	INTEREST - CISCO SYSTEMS INC (CALLABLE)	17275RBR2	-	-	-	7,517.50	7,517.50
INTEREST	02/28/2026	02/28/2026	INTEREST - US TREASURY N/B	91282CGP0	-	-	-	10,500.00	10,500.00
INTEREST Total					-	-	-	75,531.05	75,531.05
PAYDOWNS									
PAYDOWNS	02/01/2026	02/25/2026	PAYDOWNS - FHMS K061 A2	3137BTUM1	525.33	525.33	-	-	525.33
PAYDOWNS	02/01/2026	02/25/2026	PAYDOWNS - FNA 2023-M6 A2	3136BQDE6	14,191.16	14,191.16	-	-	14,191.16
PAYDOWNS	02/01/2026	02/25/2026	PAYDOWNS - FHMS KJ48 A1	3137HBC69	857.69	857.69	-	-	857.69
PAYDOWNS	02/01/2026	02/25/2026	PAYDOWNS - FHMS KJ46 A1	3137HAD45	341.59	341.59	-	-	341.59
PAYDOWNS	02/15/2026	02/15/2026	PAYDOWNS - CARMX 2022-3 A3	14318MAD1	10,959.85	10,959.85	-	-	10,959.85
PAYDOWNS	02/21/2026	02/21/2026	PAYDOWNS - HAROT 2023-4 A3	438123AC5	3,612.83	3,612.83	-	-	3,612.83
PAYDOWNS Total					30,488.45	30,488.45	-	-	30,488.45
Total Security Transactions					(249,511.55)	310,488.45	-	75,531.05	(173,980.50)



Agenda Item: 3

Date: March 16, 2026

Subject: March 2026 Legislation Update

Staff Contact: Greg Bundesen, Conservation and Communications Supervisor

Recommended Board Action:

No action. Receive information related to the 2026 California Legislature’s session.

Background:

The primary purpose of Legislative Response Policy (PL – Adm 004) is to establish the Sacramento Suburban Water District’s (District) position relative to legislative proposals and to respond to requests for support or opposition from various agencies (i.e., the Association of California Water Agencies (ACWA) and the Regional Water Authority (RWA)).

Discussion:

Table 1 shows information regarding the outcome of AB 107 (Budget Acts of 2023, 2024, and 2025), and one combined letter expressing the Board’s positions on H.R. 4593 (the SHOWER Act) and S.857 (the Water Conservation Rebate Tax Parity Act).

Table 1: 2025 Legislative Bills or Other Items for Board Consideration		
Item	Item Title	Action Taken
AB 107	Budget Acts of 2023, 2024, and 2025	Signed into Law
H.R. 4593	SHOWER Act	Oppose
S.857	Water Conservation Rebate Tax Parity Act	Support

AB 107

AB 107 amends the Budget Acts of 2023, 2024, and 2025, to shorten timelines for grant solicitations funded by Proposition 4. Funding in the 2025-26 state budget can now be deployed more quickly and efficiently, ensuring that administrative processes do not hold up vital projects. This will ensure quicker grant solicitation processes for water agencies seeking Proposition 4 funding.

H.R. 4593 and S.857

On February 25, 2026, the President of the Board of Directors authorized the General Manager to sign on to a letter organized by the Alliance for Water Efficiency and the California Water Efficiency Partnership opposing H.R. 4593 and supporting S.857 (see Attachment 1). H.R. 4593, the SHOWER Act (oppose), would weaken federal water efficiency standards, which could increase water and energy use, increase utility bills for customers, and undermine long-standing

state and local investments in water efficiency. S.857 would eliminate federal taxation of water conservation related rebates (support).

Fiscal Impact:

There may be a fiscal impact to AB 107 being signed into law if the District is able to take advantage of grant funding during the 2025-26 budget cycle. There is no direct fiscal impact to opposing H.R. 4593 and supporting S.857.

Attachment:

1. SHOWER Act H.R. 4593; and Water Conservation Rebate Tax Parity Act S.857 Letter



February 6, 2026
 The Honorable Alex Padilla
 331 Hart Senate Office Building, Washington, D.C. 20510

Re: SHOWER Act ([H.R. 4593](#)); Water Conservation Rebate Tax Parity Act ([S.857](#))

Dear Senator Padilla,

I write to encourage you to vote no on the SHOWER Act (H.R. 4593; no Senate bill to date) and to support the Water Conservation Rebate Tax Parity Act (S.857). In addition, the Alliance for Water Efficiency (AWE) and one of our member organizations from California would appreciate a **virtual meeting** to discuss this with you.

AWE is the preeminent organization to advance water efficiency across the U.S. with research and tools, peer-to-peer learning, and state and federal policy advocacy. We have more than 500-member organizations, including water providers, local and state government agencies, product manufacturers and businesses, universities, and nonprofits. The California Water Efficiency Partnership is AWE's California chapter.

The SHOWER Act intends to change the federal shower head efficiency standard to allow for significantly higher flow rates. AWE opposes this bill because showerheads with this design would **waste water, drive up water and energy bills, and overwhelm many water heaters**, leaving households short on hot water. An influx of high-flow shower heads could also undermine California's ability to maintain reliable, affordable water supplies amidst more frequent and severe drought.

Independent product testing by [Consumer Reports](#) and [Wirecutter](#) shows that today's efficient showerheads perform very well thanks to **significant investments by American plumbing manufacturers**. Water-efficient showerheads are also widely available with many different features, **reduce water and energy bills**, and the purchase price is roughly the same as less efficient alternatives. If consumers experience poor shower performance, the cause is almost always because of low home water pressure, mineral buildup, damage, outdated fixtures, or [counterfeit fixtures](#) - not the federal efficiency standard. Weakening the standard would waste water without resolving the underlying causes of poor performance.

In addition, AWE encourages you to **support the bi-partisan Water Conservation Rebate Tax Parity Act**, which would **eliminate federal taxation of rebates** for products and services that help consumers save water and reduce utility bills. These measures can also limit the need to build or expand expensive water and wastewater infrastructure. Currently, water conservation rebates are federally taxed, which sharply contrasts with Congress's 1992 declaration exempting energy conservation rebates from taxation. These taxes are an administrative burden for local governments and disincentivize participation in rebate programs.

Please let me know if you have any questions or comments and when you are available to meet.

Fact Sheets Attached: Oppose the SHOWER Act; Support the Water Conservation Rebate Tax Parity Act.

Thank you,

A handwritten signature in blue ink that reads "Ron Burke".

Ron Burke, President and CEO
 Alliance for Water Efficiency

A handwritten signature in blue ink that reads "Tia Fleming".

Tia Fleming, Executive Director
 California Water Efficiency Partnership



Agenda Item: 4

Date: March 16, 2026

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

Staff Contact: Susan Schinnerer, Human Resources Manager

Recommended Board Action:

Approve the Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) with changes.

Background:

The Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) (Policy) was adopted by the Board of Directors (Board) on June 18, 2007, and was last reviewed by the Board with changes on February 26, 2024. On February 23, 2026, the Policy was brought to the Board for its scheduled review. No comments from Directors have been received to date.

This Policy was reviewed by legal counsel for this update.

Discussion:

Staff recommends approving the Policy update. Staff has reviewed the Policy and is recommending several minor changes to the Policy, including the condensing of language in section 200.00 – Policy, and the clarification of new position approval in section 300.00.

Both a redline version (Attachment 1) and clean version (Attachment 2) are included for your reference.

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal D: Maintain Excellent Customer Service

Goal E: Retain and Recruit a Qualified and Stable Workforce

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

Attachments:

1. Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) – redline
2. Employee Recruitment, Hiring and Promotion Policy (PL – HR 009) - clean

Sacramento Suburban Water District

Employee Recruitment, Hiring, and Promotion Policy

Adopted: June 18, 2007

Approved with changes on: ~~February 26, 2024~~ March 16, 2026

100.00 Purpose of the Policy

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

200.00 Policy

The District is committed to maintaining a fair, equitable, and legally compliant recruitment and selection process in accordance with all applicable state and federal laws. Employment decisions will be based on job-related qualifications and the operational needs of the District. The District is an equal opportunity employer and shall not engage in any discrimination, harassment, or retaliation on any basis protected by law.

This policy applies to all employment classifications. Recruitment and selection practices shall be administered in a consistent and transparent manner, free from favoritism, and designed to attract a qualified and diverse applicant pool while supporting the professional growth and advancement of current employees. ensuring a fair and equitable recruitment and hiring process that complies with all applicable state and federal laws; results in selecting the most qualified candidate based on the needs of the District; contributes to a diverse and dynamic workforce; and shall avoid any favoritism or discrimination. The process, which shall be utilized for all Introductory/Regular/Management and Temporary/Seasonal positions, shall identify and attract qualified candidates, including members of protected groups, and encourage the career growth of current staff.

210.00 Equal Opportunity Employer

The District is an equal opportunity employer, ~~and~~ Employment decisions are shall be made on the basis of skill, merit, experience, and other bona fide occupational qualifications. The District is committed to complying with all applicable laws providing equal employment opportunities. This policy prohibits discrimination based on race, color, religion, sex (including pregnancy, gender identity or expression, and sexual orientation), parental status, national origin, age, disability, genetic information (including family medical history), political affiliation, military

service, or other ~~non-merit-based factors, in addition to other~~ protected classes under applicable federal or state laws. This policy applies to all persons involved in the operation of the District, including employees, directors, other officers, contractors, consultants, and vendors. This policy applies to all areas of employment, including recruitment, hiring, training, promotion, transfer, termination, reduction in force, compensation, and other benefits.

300.00 Authority and Responsibility

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

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

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

400.00 Policy Review

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

Sacramento Suburban Water District

Employee Recruitment, Hiring, and Promotion Policy

Adopted: June 18, 2007

Approved with changes on: March 16, 2026

100.00 Purpose of the Policy

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

200.00 Policy

The District is committed to maintaining a fair, equitable, and legally compliant recruitment and selection process in accordance with all applicable state and federal laws. Employment decisions will be based on job-related qualifications and the operational needs of the District. The District is an equal opportunity employer and shall not engage in any discrimination, harassment, or retaliation on any basis protected by law.

This policy applies to all employment classifications. Recruitment and selection practices shall be administered in a consistent and transparent manner, free from favoritism, and designed to attract a qualified and diverse applicant pool while supporting the professional growth and advancement of current employees.

210.00 Equal Opportunity Employer

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

300.00 Authority and Responsibility

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

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

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

400.00 Policy Review

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



Agenda Item: 5

Date: March 16, 2026

Subject: Policy Review – Reasonable Accommodation and Interactive Process Policy (PL – HR 014)

Staff Contact: Susan Schinnerer, Human Resources Manager

Recommended Board Action:

Approve the Reasonable Accommodation and Interactive Process Policy (PL – HR 014) with changes.

Background:

The Reasonable Accommodation and Interactive Process Policy (PL - HR 014) (Policy) was adopted by the Board on April 21, 2014, and was last reviewed by the Board on February 28, 2022, with minor changes. On February 23, 2026, the Policy was brought to the Board for its scheduled review. No comments from Directors have been received to date.

This Policy was reviewed by legal counsel for this update.

Discussion:

Staff recommends approving the Policy update. Staff has reviewed the Policy and is recommending several minor changes at this time, including additional language in section 200.00 – Policy for reasonable accommodations and minor grammatical changes.

Both a redline version (Attachment 1) and clean version (Attachment 2) are included for your reference.

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Goal D: Maintain Excellent Customer Service

Goal E: Retain and Recruit a Qualified and Stable Workforce

This Policy is a benefit to the District’s customers because it confirms the District’s commitment to comply with state and federal laws to ensure equal employment opportunities for qualified individuals.

Attachments:

1. Reasonable Accommodation and Interactive Process Policy - PL – HR 014 – redline
2. Reasonable Accommodation and Interactive Process Policy - PL – HR 014 – clean

Sacramento Suburban Water District

Reasonable Accommodation and Interactive Process Policy

Adopted: April 21, 2014

Approved with changes on: [March 16, 2026](#)

100.00 Purpose of the Policy

The purpose of this policy is to confirm the District's commitment to comply with state and federal laws to ensure equal employment opportunities for qualified individuals with a physical and/or mental disability by providing reasonable accommodation(s).

200.00 Policy

The District will provide reasonable accommodation(s) for individuals with a physical and/or mental disability to apply for employment and to perform the essential functions of their job. Reasonable accommodations include, but are not limited to, the following:

- Changing job duties
- Providing leave for medical care
- Changing work schedules [and/or locations](#)
- Relocating the work area
- Providing mechanical, [technological](#), and/or electrical aids

The District will initiate an interactive process when an individual with a known disability requests a reasonable accommodation, or when the District becomes aware of the need for reasonable accommodation through a third party, by observation, or because an individual has a disability and has exhausted leave benefits that would otherwise have been sufficient to provide the necessary accommodation.

An individual who wishes to request reasonable accommodation should initiate an interactive process by first contacting the District's Human Resources ~~Administrator~~ [Manager](#). The District will engage with the individual to identify possible reasonable accommodation(s). Both the District and the individual must actively participate in [good faith](#) ~~ian the~~ interactive process ~~in good faith~~. If the individual declines to participate [in good faith](#) in the interactive process and demonstrate good faith effort, the District is under no obligation to continue it.

Whether the individual or District initiates the interactive process, the following is a non-exclusive list of management considerations:

- Review the essential functions of the job.

- Determine how the disability limits the employee's ability to perform the essential functions.
- Identify reasonable accommodation options that overcome limitations.
- Select the most appropriate reasonable accommodation(s), if any exist.

The interactive process will be deemed complete when one of the following occurs: the District and the individual agree on and implement a reasonable accommodation(s); the District determines there is no reasonable accommodation that would permit the individual to perform the essential functions of the job; the individual declines to engage in the interactive process; the District determines that the individual is not engaging in the interactive process in good faith; or the accommodation would place an undue hardship on the District.

300.00 Policy Review

This Policy shall be reviewed at least biennially.

Sacramento Suburban Water District

Reasonable Accommodation and Interactive Process Policy

Adopted: April 21, 2014

Approved with changes on: March 16, 2026

100.00 Purpose of the Policy

The purpose of this policy is to confirm the District’s commitment to comply with state and federal laws to ensure equal employment opportunities for qualified individuals with a physical and/or mental disability by providing reasonable accommodation(s).

200.00 Policy

The District will provide reasonable accommodation(s) for individuals with a physical and/or mental disability to apply for employment and to perform the essential functions of their job. Reasonable accommodations include, but are not limited to, the following:

- Changing job duties
- Providing leave for medical care
- Changing work schedules and/or locations
- Relocating the work area
- Providing mechanical, technological, and/or electrical aids

The District will initiate an interactive process when an individual with a known disability requests a reasonable accommodation, or when the District becomes aware of the need for reasonable accommodation through a third party, by observation, or because an individual has a disability and has exhausted leave benefits that would otherwise have been sufficient to provide the necessary accommodation.

An individual who wishes to request reasonable accommodation should initiate an interactive process by first contacting the District’s Human Resources Manager. The District will engage with the individual to identify possible reasonable accommodation(s). Both the District and the individual must actively participate in good faith in the interactive process. If the individual declines to participate in good faith in the interactive process and demonstrate good faith effort, the District is under no obligation to continue it.

Whether the individual or District initiates the interactive process, the following is a non-exclusive list of management considerations:

- Review the essential functions of the job.

- Determine how the disability limits the employee's ability to perform the essential functions.
- Identify reasonable accommodation options that overcome limitations.
- Select the most appropriate reasonable accommodation(s), if any exist.

The interactive process will be deemed complete when one of the following occurs: the District and the individual agree on and implement a reasonable accommodation(s); the District determines there is no reasonable accommodation that would permit the individual to perform the essential functions of the job; the individual declines to engage in the interactive process; the District determines that the individual is not engaging in the interactive process in good faith; or the accommodation would place an undue hardship on the District.

300.00 Policy Review

This Policy shall be reviewed at least biennially.



Agenda Item: 6

Date: March 16, 2026

Subject: Policy Review – Electronic Communications System Management and Retention Policy (PL – IT 003)

Staff Contact: Jeff Ott, Director of Finance and Administration

Recommended Board Action:

Approve the Electronic Communications System Management and Retention Policy (PL – IT 003) with changes.

Background:

The Electronic Communications System Management and Retention Policy (PL – IT 003) (Policy) is scheduled for review. The Policy was adopted by the Board on February 25, 2008, and was last reviewed by the Board and approved with changes on January 22, 2024. The purpose of this Policy is to establish guidance for employees to manage and protect records resulting from their use of the electronic communications system such as e-mails, texts, and voice messages.

Discussion:

Staff are recommending the following updates:

- 1) Minor language updates.
- 2) Adding the following text to the last sentence of the second paragraph, "...after saving any such items that constitute District records,...".

On February 23, 2026, the Policy and recommended changes were brought to the Board for review. No comments from Directors have been received to date.

This Policy update was reviewed by legal counsel.

Attachments:

1. Electronic Communications System Management and Retention Policy (PL – IT 003) – Redline
2. Electronic Communications System Management and Retention Policy (PL – IT 003) – Clean

Sacramento Suburban Water District

Electronic Communications System Management and Retention Policy

Adopted: February 25, 2008

Approved with changes: ~~January 22, 2024~~ March 16, 2026

100.00 Purpose

The Sacramento Suburban Water District (District) provides electronic communications services and devices, including e-mail, desk telephones~~s~~, and mobile telephones (“electronic communications system”) to facilitate its employees’ conduct of District business. In return for providing electronic communications system, the District expects the employees to manage and protect records resulting from their use of the electronic communications system such as e-mails, texts, ~~and~~ voice messages. This policy is adopted by the Board for the purposes of stating the responsibilities of all District employees concerning the creation, storage, retention, and destruction of records generated by the electronic communications system that are designated official District records.

The District electronic communications system is intended solely as a means of communicating District information. All District employees are forbidden from using the District electronic communications system for the storage and maintenance of District records. To ensure the District electronic communications system functions as intended, it is imperative that all District employees regularly delete electronic communications, including e-mails, text and voice messages, from the system after saving any such items that constitute District records, as provided in this policy.

This policy supplements and is intended to be implemented in concert with the District’s Records Management Policy (PL – Adm 002, “Records Policy”). While not all electronic communications are designated District records, all electronic communications are subject to discovery and can be used as electronic evidence in the event of litigation. Unmanaged and unidentified electronic communications residing on District systems and devices could create expensive and unmanageable problems in the event of litigation and pose a threat to the District’s ability to properly and coherently document and reconstruct business and allow decision-making processes.

The Board makes the following findings concerning specific features of the District’s computer network and related hardware and software that comprise the District electronic communications system:

1. District performs an electronic back-up of its computer network, including the e-mail system, on a regular schedule. The District does not backup District ~~eeH~~mobile/desk phone data. Those back-ups are an electronic

recording of the status of the District's computer systems at a particular moment in time and cannot accurately capture or reflect all electronic communications or other activity that occurred on the District's computer network on a specific day. For example, a back-up does not capture items on employees' desktops or in their non-networked drives.

2. District maintains a particular computer system back-up for a set period of time, after which that back-up is completely over-written. Such overwriting is necessary for management and security reasons and to aid the recovery of the computer system in case of a complete failure. Because the process is transitory, a back-up is not reliable and cannot constitute official District records.
3. District maintains an e-mail filter which reduces SPAM, Phishing, viruses, and other unwanted e-mail and malware from entering the District's system. Employees of the District are responsible for reviewing summary e-mail lists from the e-mail filter to determine if valid e-mails were captured by the filter. The e-mail filter system automatically deletes filtered e-mail after a certain time period.
4. District has implemented an electronic Records Management System (RMS) which serves as the repository of all District records for future storage and retrieval, retention control, and document protection. The RMS will be used to notify District employees of all records that have met retention policy requirements and are available for deletion from the system.

100.10 Scope

Electronic communications generally are considered public records and therefore, the retention and disposition of public records is governed by the District's Records Policy. In general, electronic communications fall into three categories:

1. Communications that document official District business, which include without limitation, approvals for staff action initiating a business transaction, requests and replies to a request for public information, and direction to employees or consultants. Such communications generally should be transferred to the RMS and retained in accordance with the District's Records Policy.
2. Communications that provide transitory information, such as announcing the date and time of a meeting, responses to professional organizations in which an employee participates, external colleague communications, and for other general information about the District. Such communications are transitory and are not considered District records that must be managed according to the District's Records Policy and shall be routinely deleted from District electronic communications system. If a District employee believes that any communication of this type constitutes a District official record, such e-mails

or e-mail attachments, text messages or voice messages should be transferred to the RMS and retained in accordance with the District's Records Policy.

3. Electronic documents such as personal e-mail or text correspondence, informal e-mail, text or voice communications between District employees, and working notes and drafts (unless intentionally saved for an official purpose). Such documents are not District records and should be permanently deleted from the District's electronic communications system, including servers, workstations, laptops, ~~cell~~mobile/desk phones, etc., as soon as they are received and read, or are otherwise superseded or subject to deletion under this policy.

200.00 Policy

It is the Policy of the District that any electronic communication containing information that documents District business must be saved into the RMS in accordance with the District's Records Policy. Responsibility for complying with this policy is imposed on each District employee. If an employee has any question or concern about retaining an electronic communication or attachment or other issues of compliance with this policy, he or she should discuss the issue with the General Manager or his/her designee. If deemed necessary, the General Manager or designee may consult with legal counsel about any electronic communication retention or removal issue.

200.10 Text or Instant Messages

It is the policy of the District that employees may use text or instant messaging only for routine or transitory messages that do not need to be retained by the District. Examples include informal notices of meetings, directions, scheduling information, and other routine messages that would not be kept in a file if it were a paper communication.

200.20 Violation of Policy

While the Board recognizes that occasional lapses in the use and management of electronic communications occur in the process of business, a failure to adhere to this policy also could have serious legal and financial consequences for the District. Therefore, violations of this policy will be reviewed on a case-by-case basis. In appropriate cases, as determined by the General Manager, a violation may result in disciplinary action against an employee, up to and including termination.

200.30 Procedures

The General Manager will prepare procedures outlining implementation protocols for this policy.

300.00 Policy Review

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

Sacramento Suburban Water District

Electronic Communications System Management and Retention Policy

Adopted: February 25, 2008
Approved with changes: March 16, 2026

100.00 Purpose

The Sacramento Suburban Water District (District) provides electronic communications services and devices, including e-mail, desk telephones, and mobile telephones (“electronic communications system”) to facilitate its employees’ conduct of District business. In return for providing electronic communications system, the District expects the employees to manage and protect records resulting from their use of the electronic communications system such as e-mails, texts, and voice messages. This policy is adopted by the Board for the purposes of stating the responsibilities of all District employees concerning the creation, storage, retention, and destruction of records generated by the electronic communications system that are designated official District records.

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The Board makes the following findings concerning specific features of the District’s computer network and related hardware and software that comprise the District electronic communications system:

1. District performs an electronic back-up of its computer network, including the e-mail system, on a regular schedule. The District does not backup District mobile/desk phone data. Those back-ups are an electronic recording

of the status of the District's computer systems at a particular moment in time and cannot accurately capture or reflect all electronic communications or other activity that occurred on the District's computer network on a specific day. For example, a back-up does not capture items on employees' desktops or in their non-networked drives.

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or e-mail attachments, text messages or voice messages should be transferred to the RMS and retained in accordance with the District's Records Policy.

3. Electronic documents such as personal e-mail or text correspondence, informal e-mail, text or voice communications between District employees, and working notes and drafts (unless intentionally saved for an official purpose). Such documents are not District records and should be permanently deleted from the District's electronic communications system, including servers, workstations, laptops, mobile/desk phones, etc., as soon as they are received and read, or are otherwise superseded or subject to deletion under this policy.

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200.20 Violation of Policy

While the Board recognizes that occasional lapses in the use and management of electronic communications occur in the process of business, a failure to adhere to this policy also could have serious legal and financial consequences for the District. Therefore, violations of this policy will be reviewed on a case-by-case basis. In appropriate cases, as determined by the General Manager, a violation may result in disciplinary action against an employee, up to and including termination.

200.30 Procedures

The General Manager will prepare procedures outlining implementation protocols for this policy.

300.00 Policy Review

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



Agenda Item: 7

Date: March 16, 2026

Subject: Upcoming New Policy, Artificial Intelligence Policy (PL - IT 006)

Staff Contact: Jeff Ott, Director of Finance and Administration

Recommended Board Action:

Review and provide comments on the new Artificial Intelligence Policy (PL - IT 006).

Background:

With the proliferation of Artificial Intelligence (AI) systems and the impacts such systems can have on District operations, staff discussed creating a new policy to address the benefits and risks of utilizing AI systems for District purposes and to create guidelines for appropriate use. Since AI is such a pervasive technology, staff determined that a separate policy would be appropriate.

A draft Artificial Intelligence Policy (Policy) was brought before the Board for consideration at the February 23, 2026, Board meeting. The Board requested that it be brought back to the March 16, 2026, Board meeting for further consideration and to present the sources utilized for creating the Policy. The attached Policy was primarily developed by legal counsel with input from the District's Information Technology Governance Executive Committee utilizing AI policy templates from the Government AI Coalition (GovAI) and the Municipal Information Systems Association of California (MISAC). GovAI is composed of government members from local, state and federal agencies united to promote responsible and purposeful AI in the public sector.

Discussion:

AI systems have proliferated over the past several years. They have begun to be used for everyday tasks such as writing a report or wording an email message and for more specific activities such as analyzing leak patterns to determine asset replacement strategies. However, as with any new technology, there are certain risks with utilizing AI platforms and systems. Staff determined that it would be beneficial to establish a formal framework governing the District's ethical and responsible use of artificial intelligence systems. This Policy is intended to enable the appropriate use of AI to support employees and contractors in performing their duties efficiently and improving customer outcomes, while protecting against potential harm arising from misuse or incorrect application of AI tools.

The Policy is being presented for Board consideration and review at the March 16, 2026, regular Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by

Upcoming New Policy, Artificial Intelligence Policy (PL - IT 006)

March 16, 2026

Page 2 of 2

March 23, 2026. If no comment is received, this Policy will be placed as a Consent Item on the April 27, 2026, Special Board meeting agenda.

Fiscal Impact:

There is no fiscal impact from reviewing and adopting the new Policy.

Strategic Plan Alignment:

Goal B: Optimize Operational and Organizational Efficiencies

Attachment:

1. Artificial Intelligence Policy (PL - IT 006)

Sacramento Suburban Water District

Artificial Intelligence Policy

Adopted: April 27, 2026

Approved with changes:

100.00 Purpose of the Policy

This policy establishes a framework guiding the District's ethical and responsible use of Artificial Intelligence (AI) systems. It enables the District to use AI systems to assist employees and contractors in efficiently performing their duties and benefiting customers while safeguarding against potential harm from the incorrect use of AI tools.

100.10 Definitions

- a. Artificial Intelligence – Any machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments. AI systems use machine- and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.
- b. Algorithm – A series of logical steps through which an agent (typically a computer or software program) turns specific inputs into particular outputs.
- c. AI system – Any system, software, sensor, or process that automatically generates outputs including, but not limited to, predictions, recommendations, work product, or decisions that augment or replace human decision-making or document creation. This extends to software, hardware, algorithms, and data generated by these systems, used to automate large-scale processes or analyze large data sets.
- d. Cognitive behavioral manipulation of people or specific vulnerable groups – AI-driven tools or algorithms designed to influence or alter an individual's decision-making process or belief system. These systems use psychological, behavioral, or emotional data to create targeted strategies that can manipulate thoughts, feelings, or actions, particularly focusing on vulnerable groups or individuals.
- e. Emotion analysis – Computer vision techniques to classify human facial expressions and body language to infer emotions or sentiment (e.g., positive, negative, neutral, happy, angry, nervous).
- f. Large Language Model (LLM) – LLM is an advanced AI system designed to process, understand, and generate human language. Trained on extensive text

data, LLMs are used for tasks such as answering questions, summarizing content, and generating text while leveraging deep learning techniques to interpret language context and meaning.

- g. Personal and medical identifying information – Data that identifies an individual personally, such as name, address, email address, social security number, passport number, driver’s license number, financial information, and telephone number. Includes data related to an individual’s physical or mental health condition, provision of healthcare, or payment for the provision of healthcare that can be linked to a specific individual.
- h. Real-time and covert biometric identification – The live identification of an individual using technologies including, but not limited to, facial recognition and iris scanning, without that individual's knowledge or meaningful consent.
- i. Social scoring – The use of AI systems to track and classify individuals based on their behaviors, socioeconomic status, or personal characteristics. AI systems aggregate and interpret an individual's personal data to assign a quantifiable score or rating that ranks them against others and impacts their access to services, opportunities, or societal privileges.

200.00 Policy

The District will use AI tools that, through thoughtful application, may provide benefits to the District, its customers, and the communities it serves by enhancing the efficient and cost-effective delivery of District services. The District is equally mindful of the risks and challenges associated with AI and the potential for unintended consequences if AI tools are used incorrectly or contain malicious code. The goal is to first understand the applications and safety of AI systems and tools, their ethical and equitable use, and manage associated risks of use. The District's approach to AI adoption is a careful balance between innovation and caution.

This policy applies to all District employees and to all consultants, contractors, and other persons and entities (“contractors”) performing services for the District. It covers the use of existing AI tools and those that may be acquired in the future. AI tools, systems, and platforms include Large Language Models, AI-powered plug-ins, and data-driven analytical tools. The scope of this policy extends to all operational and decision-making processes within the District where AI technologies are used, ensuring that the approach to AI remains human-centered, adaptive, forward-thinking, and prudent.

When acquiring, configuring, developing, operating, and maintaining AI systems, District Staff shall:

1. Comply with this AI policy and any other related AI policies and procedures that may be adopted and implemented from time to time. The District may use AI to provide comprehensive insights, predictive analysis, and streamlined processes, while human expertise ensures that final decisions are made with

thoughtfulness, ethical consideration, and a deep understanding of the internal and external communities it serves. The District will also comply with all relevant legal and regulatory frameworks governing AI use, including data protection, privacy, and intellectual property laws. Continuous monitoring of the legal and regulatory landscape will ensure compliance with both local and international AI regulations, safeguarding against legal and ethical risks.

2. Conduct AI tool/system reviews to assess potential risks. The District is committed to utilizing AI responsibly, preventing harm, and avoiding the facilitation of malicious activities. The District will provide clear information about how AI is being used within the organization, the data it processes, and the decision-making frameworks it supports.
3. Obtain technical documentation about AI tools/systems in use.
4. AI tools are intended to compliment and facilitate employees' delivery of District services. It is incumbent on employees using AI to perform rigorous analysis and testing of results rendered by AI tools commensurate with the risks involved in the specific use to ensure that they are correct, useful, and do not create any unnecessary risk or cause any malicious activity.
5. Staff shall provide contractors with a copy of this policy at the time a consulting agreement or other contract is being negotiated and determine if the contractor proposes to use AI tools/systems in its work. If the contractor proposes to use AI tools/systems in the work, Staff shall ensure that all such use is in compliance with this policy.

300.00 Prohibited Uses

The use of certain AI systems or specific activities using AI systems is prohibited due to the sensitive nature of the information processed and severe potential risk. When using AI systems, District employees and contractors may not:

1. Enter or otherwise share personal, confidential, or individually identifying personal or health information.
2. Use real-time and covert biometric identification or falsification (e.g., facial recognition, voice identification, or simulation).
3. Use emotion analysis.
4. Enable fully automated decisions that do not include meaningful human analysis, quality control, and oversight and that might substantially impact individuals' legal rights, financial status, employment opportunities, workplace accommodation, disciplinary status, access to essential services, health, safety, or privacy.
5. Enable social scoring or the use of AI systems to track and classify individuals based on their behaviors, socioeconomic status, or personal characteristics.
6. Engage in cognitive behavioral manipulation of people.

400.00 Responsibilities of Users

All District employees and affected contractors are responsible for following this policy, as well as any other District AI-related policies or procedures.

1. Employees must notify their supervisor when they are using AI tools or systems for work. Supervisors are responsible for ensuring that employees are properly trained to both use the AI tool and to assess and mitigate potential negative consequences, and that the AI System is both appropriate for the proposed application and is not in any way malicious or vulnerable to cyber-breach or manipulation. Supervisors also shall ensure that employees are properly monitoring and overseeing contractors' use of any AI tools/systems.
2. AI users are responsible for verifying the accuracy and reliability of results, calculations, or information generated by AI systems.
3. If staff become aware of an event where an AI system has or may have caused harm or breach, they must immediately report the instance to both their supervisor and the designated district administrative staff member. If the AI use results in harm to one or more employees, they must also notify the District's Human Resources Manager.
4. If an AI system operated by the District or on its behalf ceases to provide positive utility to the District's employees, customers, and/or the community, then the use of that AI system must be discontinued. If the abrupt cessation of the AI system would significantly disrupt service delivery, usage of the AI system shall be phased out.
5. The District is subject to the California Public Records Act. Staff must follow all current procedures for records retention and disclosure of any records associated with AI systems.
6. Appropriate remedial measures and corrective action, up to and including termination, may be imposed if an employee violates this policy.

500.00 Data Privacy and Protection

The District is committed to protecting the personal information of customers and employees when using AI systems in full compliance with applicable California and federal laws, including the California Consumer Privacy Act, the California Privacy Rights Act, and Federal Trade Commission guidelines. To safeguard privacy, the District will not input personal or financial information about customers, employees, or prospective employees into AI systems.

600.00 Oversight Roles

The General Manager, or designee, shall develop and enforce administrative

procedures necessary to:

1. Ensure AI systems are used by employees and contractors in accordance with this policy and all other applicable District policies and procedures.
2. Oversee AI enterprise security infrastructure, cybersecurity operations, updating security policies, procedures, standards, guidelines, and policy compliance.
3. Notify departments when an update to this policy or any other District AI policies or procedures are released.
4. Oversee the procurement of AI systems.
5. Consult with the District's Legal Counsel as needed regarding any legal issues or risks associated with District use of AI systems.
6. At their discretion, inspect the usage of AI systems and require a department to alter or cease its usage of AI systems.

700.00 Policy Review

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



Agenda Item: 8

Date: March 16, 2026

Subject: Kirby’s Pump and Mechanical Purchase Update

Staff Contact: Matt Underwood, Assistant General Manager
Jeff Ott, Director of Finance and Administration

Recommended Board Action:

Receive information and an update on status of negotiating and preparing purchase agreement and provide direction to staff as appropriate.

Background:

At the January 13, 2026, Special Board meeting, the Board of Directors approved the purchase price and terms to form the basis of a draft purchase agreement and authorized the General Manager to direct General Counsel, Josh Horowitz (Mr. Horowitz), to draft the agreement for the District’s purchase of Kirby’s Pump and Mechanical (KPM). Mr. Horowitz advised the Board that, because KPM is a corporation and there are some specialized issues of corporate law that he lacks expertise in, he requested the Board’s authority to retain special counsel with corporate business expertise to advise on certain provisions of the agreement and scope of due diligence for the purchase. Mr. Horowitz pointed out that it is rare for a public agency to purchase a private corporation like KPM and having special counsel support will help ensure that the purchase agreement protects the District to the extent possible.

At the January 26, 2026, regular Board meeting, the Board of Directors authorized Mr. Horowitz to retain Adam Brown (Mr. Brown), with Hill Rivkins, LLP, as special corporate counsel to assist with drafting the agreement.

On February 3, 2026, District staff held a purchase agreement kick-off meeting with Mr. Horowitz and Mr. Brown to outline and discuss the Board-approved terms that will form the basis of the draft agreement.

On February 19, 2026, a meeting took place with District staff, Mr. Horowitz, Mr. Brown, the owners of KPM, and their legal counsel, and Certified Public Accountant.

Discussion:

At the February 23, 2026, Special Board meeting, District staff and Mr. Horowitz provided a verbal update informing the Board that the District may not enter into a stock purchase agreement with KPM under any circumstances and can only enter into an asset purchase. The Board was informed

that an asset purchase would have tax implications for the owners of KPM, and that the extent would not be known until a valuation of KPM's assets was conducted.

The Board directed staff to obtain a second opinion from a tax attorney, or accountant, to explore any legal options regarding the tax issue, with the intent to have a tax expert review the District's proposed acquisition to determine whether there is a more advantageous structure that would allow for capital gains treatment and minimize the overall tax liability. Staff is in the process of engaging a tax expert and will report back to the Board when that information is obtained.

The Board directed that while a second opinion was being sought, staff should continue moving forward by conducting a valuation of KPM's assets. Staff have entered into an agreement with an unbiased and independent equipment appraisal service to conduct a valuation of KPM's assets. The valuation began on February 27, 2026, and a draft valuation is expected to be received by March 13, 2026.

The Board inquired if a delay in purchase could increase costs, and asked staff to quantify the potential additional cost of a one-month delay. Staff researched and have determined that the 2026 savings are approximately \$1.15 million so the monthly amount would be approximately \$96,000.

Staff and Mr. Horowitz will provide a verbal update to the Board on this agenda item.

The draft agreement will be provided to the Board for review and edits prior to being provided as final draft for KPM legal counsel review.

Fiscal Impact:

Staff included a budget of \$130,000 in the cost/benefit analysis supporting the purchase of KPM.

Strategic Plan Alignment:

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



Agenda Item: 9

Date: March 16, 2026

Subject: Community Engagement on Cross-Connection Control and Backflow Theft

Staff Contact: Ben Henderson, Environmental Compliance Supervisor

Recommended Board Action:

No action. Receive a presentation on the District's collaboration with the Arden + Howe Business Alliance Clean and Safe Advisory Committee.

Discussion:

For the past two years, the Sacramento region has seen an uptick in the theft of backflow devices. On February 6, 2026, Sacramento Suburban Water District (District) staff were invited to attend a meeting of the Arden + Howe Business Alliance Clean and Safe Advisory Committee to discuss the subject topic and engage with community members on theft deterrent strategies.

In attendance were business owners, property managers, representatives from Sacramento Protective Services, the Sacramento County District Attorney's office, the Sacramento County Sheriff's Office, and the California Highway Patrol.

The meeting began with a brief presentation from District staff on the significant increase in backflow thefts throughout the Sacramento region over the past two years. Staff provided information on District processes for handling backflow thefts and the significant resources used when responding to backflow thefts. Staff also outlined the operational and financial impacts associated with these incidents, including emergency response, water quality protection measures, and administrative coordination.

The option to use locked cages and enclosures to deter theft was discussed, as well as the cost of installing them versus having to replace a backflow if it is stolen. Staff clarified that the added upfront cost is the primary reason enclosures and cages are encouraged but not required under current District Regulations.

At the group's request, recently approved composite nylon backflow assemblies and how customers and vendors can confirm if a backflow is approved for use within the District's service area was discussed.

Finally, the continued working relationship the District has with local law enforcement when meters and customer backflows are stolen was emphasized, as well as the customer's responsibility to report backflow theft to local authorities. District staff provided business cards to all attendees.

Next, a representative from the Sacramento County District Attorney's office provided a brief update on Proposition 36 and how it allows prosecutors to pursue additional felony charges and strengthen consequences for repeat offenders of various crimes. An updated County Ordinance that no longer allows camping on public or private property was also discussed. This ordinance builds upon a 2022 ordinance and was reinforced in January 2026, providing law enforcement with clearer authority and guidelines to address encampments and associated property. This is useful information for staff encountering camps and tents near and around District property.

The remaining part of the meeting covered vandalism, panhandling, street racing, retail theft, and prostitution. The District's presence was appreciated by the group and fosters stronger relationships with the community it serves, both commercial and residential.

In addition, the State Water Resources Control Board's Cross-Connection Control Policy Handbook requires water purveyors to complete public outreach and education about their Cross-Connection Programs. The District already fulfills this requirement by providing information on its website and customer notifications; however, direct engagement opportunities such as this meeting are documented to demonstrate the District's proactive and comprehensive compliance efforts.



Agenda Item: 10

Date: March 16, 2026

Subject: Mutual Aid and Assistance Activation with Citrus Heights Water District

Staff Contact: Michael Simi, Operations Manager

Recommended Board Action:

No action. Receive a report regarding activation of the Mutual Aid and Assistance Agreement with Citrus Heights Water District to deliver emergency water supplies.

Discussion:

On Sunday, March 1, 2026, at 6:44 a.m., Sacramento Suburban Water District (SSWD) was notified by Citrus Heights Water District (CHWD) of a significant water main break within their system. The affected area was served by a single transmission main, and isolating the break would have interrupted water service to approximately 200–300 homes.

CHWD requested delivery of emergency water supplies delivered under the 2011 Mutual Aid and Assistance Agreement.

At CHWD’s request, SSWD opened the 12” metered emergency intertie located at the corner of Heritage Drive and Palm Avenue, to temporarily supply water while CHWD conducted repairs.

Following notification:

- On-Call staff immediately coordinated internally.
- Production staff logged into SCADA to monitor system performance.
- The Operations Manager was notified for situational awareness and direction.
- The Assistant General Manager authorized the request.
- At approximately 7:00 a.m., the intertie valve was opened.

While a brief pressure dip occurred during initial system balancing, the system stabilized quickly and performed within acceptable operational parameters. Production staff monitored pressures and flows throughout the event to ensure system reliability and water quality protection.

At 11:40 a.m., CHWD notified SSWD that repairs were complete and that they were beginning to close the intertie. CHWD flushed the line while closing valves to ensure no reverse flow into SSWD’s system. The intertie was fully closed at 11:50 a.m.

44,880 gallons of emergency water supplies were delivered to CHWD.

CHWD expressed appreciation for SSWD's rapid response and operational support. They specifically noted that the intertie operated smoothly and that both valves were in excellent condition.

This event demonstrates:

- The importance of Mutual Aid and Assistance Agreements.
- The operational value of maintaining functional emergency interties.
- The importance of strong regional partnerships.
- The effectiveness of SSWD's On-Call response and SCADA monitoring protocols.

The District's ability to provide emergency water supplies helped prevent a prolonged service disruption to 200–300 neighboring households and reflects positively on regional water system resiliency.

Fiscal Impact:

In accordance with Regulation No. 3 Water Service Rates, Fees, and Charges, the usage charge for mutual aid emergency water deliveries is the current Non-Residential usage rate and is based on 100 cubic feet of water (748 gallons). The charge for the 44,880 gallons of emergency water delivered to CHWD is \$81.00. Based on the negligible amount, staff do not intend to invoice CHWD.

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

Attachment:

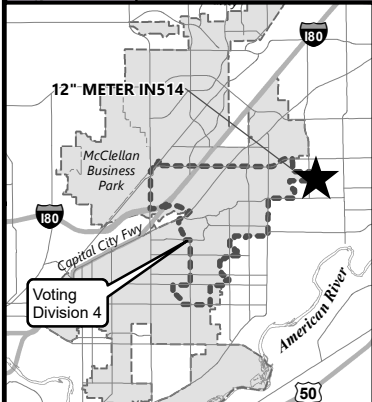
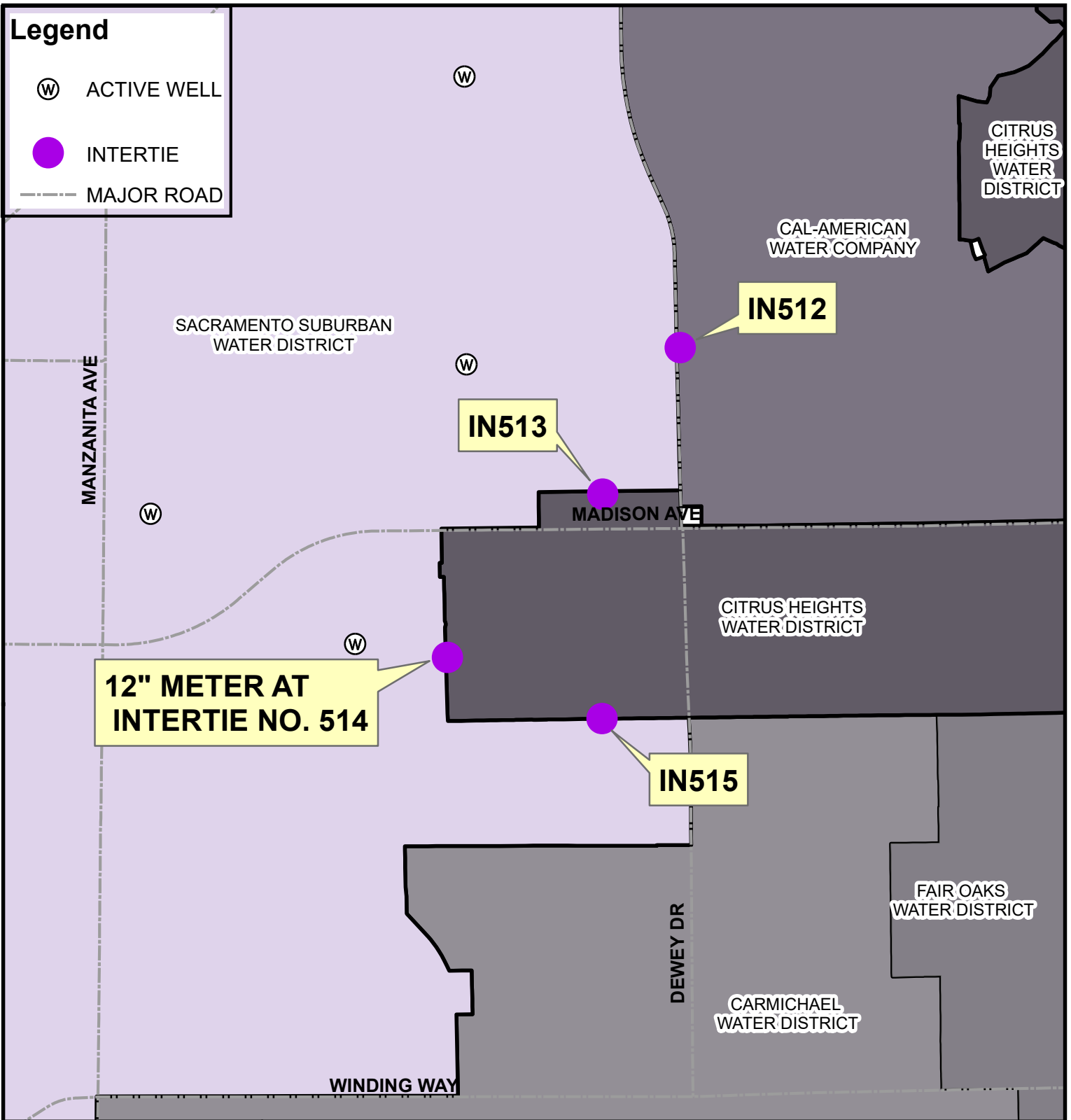
1. 12" Meter at Intertie No. 514

Legend

Ⓜ ACTIVE WELL

● INTERTIE

--- MAJOR ROAD



Portion of Sacramento Suburban Water District

12" METER AT INTERTIE NO. 514

(Voting Division 4)



Prepared by: DV - SSWD
Sacramento, CA - March 5, 2026
Interties_INT514.mxd



Agenda Item: 11

Date: March 16, 2026

Subject: General Manager’s Report

Staff Contact: Dan York, General Manager

a. General Manager Goals Update

Below is a status update on several General Manager Goals:

Goal 1 - Organize a Strategic Plan status update workshop in June or July for the entire Board, to include areas of accomplishments, as well as areas of possible improvement. Update – An email has been sent to Directors in an attempt to schedule the subject meeting.

Goal 3 - Comply with the District’s Capital Improvement Program Policy. Provide schedules, deliverables, milestones, and budget on construction progress monthly. Update – The initial CIP Ad Hoc Committee meeting was held on February 26, 2026. Staff is in the process of reviewing the subject Policy with the intent to bring it to the Committee in May 2026 with any suggested amendments. The subject Committee is planning to meet on a monthly basis to provide updates on CIP projects.

Goal 4 - Manage the project schedule to bring the Del Paso Manor Service Area into parity with the North Service Area and the South Service Area. Provide updates on progress, budget, grant status, operations, and other factors. Schedule future project phases and potential timelines and begin design. Update – Staff provides monthly updates on Preventive Maintenance repairs to the Board and recently reported on meter testing with cost projections for meter and service line improvements. Scheduling upgrades for failed meters and service lines have now begun.

Goal 8 - Extricate the District from the property exchange agreement with McClellan Park in a cost-effective manner. Update - On February 24, 2026, the General Manager met with Frank Meyers, CEO, and Trey Gundlach, Operations Manager, with McClellan Business Park (MBP). One of the options discussed was for MBP to “buy-out” the District from the 2008 Property Exchange Agreement. Upon completion of the meeting, Mr. Meyers and Mr. Gundlach stated they will provide a quote for the estimated value of the property size of the original parcel that was deeded to MBP in 2008. Once this is received, it will be brought before the Board for consideration.

Goal 10 - Update and improve the virtual tour for customers showcasing web-based customer account data tools, water meter data, bills, and system hardware. Update – Staff continues to improve the virtual tour on the website, that can be found on the link provided <https://www.sswd.org/services/payment-options>.



Agenda Item: 12

Date: March 16, 2026

Subject: Del Paso Manor Service Area Update

Staff Contact: Jeff Ott, Director of Finance and Administration
 Jason Marks, Director of Technical Services
 Mike Simi, Operations Manager

This report will provide ongoing updates on the Del Paso Manor Service Area (DPMSA).

a. Grant Funding

There are no new updates.

b. Main Replacement Design Update

Staff have received 100% design documents and are awaiting funding to proceed to the construction phase. In addition to this design, a meter siting study is being conducted and should be complete by fall of 2026 and will be included with the bid package. County and State permitting is anticipated to take approximately 10 to 12 weeks and cannot be initiated until funding has been obtained.

c. Preventive Maintenance

Staff have continued Preventive Maintenance (PM) efforts in the DPMSA through targeted follow-up inspections and repairs. Additional inspections increased overall item counts as new maintenance needs were identified while conducting reactive maintenance in response to water leaks. To date, 90% of identified PM findings have been completed, with remaining work actively underway. The PM efforts focus on improving system reliability, reducing emergency repairs, and extending infrastructure life.

Activity	Complete	Current Cost	Pending/ In Progress	Project Cost
Hydrant Repairs	18	\$18,000	0	
Hydrant Replacement	7	\$188,000	0	
Valve Replacement	15	\$138,000	0	
Valve Box Maint.	77	\$22,000	2	\$600
Valve Locate	7	\$3,000	12	\$6,000

Total **\$369,000** **\$6,600**

d. Water Meter Update

Staff continue advancing infrastructure improvements within the DPMSA to achieve system parity with District standards. Current efforts are focused on water meter and associated service line upgrades, including conversion to Advanced Metering Infrastructure (AMI), in compliance with AWWA requirements.

A total of \$1,000,000 has been budgeted for improvements this year. Work is being prioritized based on lost revenue, asset condition, and overall system reliability.

The accompanying chart reflects progress specific to the meter and service line upgrade program:

Service Upgrades	Complete	Current Cost	Pending/ In Progress	Projected Cost
.75 Service Connections			1	\$12,000
1.0" Service Connections			27	\$324,000
1.5" Service Connections	1	\$900	18	\$361,000
2.0" Service Connections	3	\$3,000	45	\$912,000
3.0" Service Connections			15	\$645,000
4.0" Service Connections	2	\$130,000	3	\$220,000
6.0" Service Connections			2	\$150,000

Total

\$133,900

\$2,624,000



Agenda Item: 13

Date: March 16, 2026

Subject: Financial Report

Staff Contact: Jeff Ott, Director of Finance and Administration

Summary:

This staff report contains summarized information on the Sacramento Suburban Water District’s (District) financial condition for the period ending December 31, 2025.

- DRAFT Financial Statements – January 2026
- DRAFT Budget to Actual Reports – January 2026

DRAFT - Financial Statements

These Financial Statements and certain other reports noted above are presented in Draft form and should not be relied upon for investment or other decision-making purposes. As December 31 is the District’s year-end for financial reporting purposes, amounts presented in this report will remain “DRAFT” until the external auditor’s financial audit is complete and the Board accepts the 2025 audited annual comprehensive financial report (ACFR). The results of the audit and the ACFR are expected to be complete and brought to the Board for approval at the May 18, 2026, Board meeting.

DRAFT - Financial Statement Highlights – January 2026

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

Statements of Net Position - DRAFT

	Year-To-Date	Year-To-Date	Variance
	<u>1/31/2026</u>	<u>1/31/2025</u>	
LIQUIDITY	\$20,439,213	\$22,178,716	(\$1,739,503)

Liquidity is down primarily due to spending in January on capital projects (\$4.1 million). Liquidity remains high due to underspending of capital budget (\$12.1 million rollover), the unanticipated surplus for 2025 and addition of Del Paso reserves (2.3 million).

CUSTOMER RECEIVABLES	\$8,232,863	\$6,765,387	\$1,467,475
-----------------------------	-------------	-------------	-------------

Customer receivables are higher primarily due to the following: 1) higher bill amounts due to 5% rate increase in 2026, and 2) the addition of Del Paso Manor customer receivables.

Statements of Net Position - DRAFT

	<u>Year-To-Date</u> <u>1/31/2026</u>	<u>Year-To-Date</u> <u>1/31/2025</u>	<u>Variance</u>
INVESTMENT	\$51,417,351	\$37,392,378	\$14,024,973
Investments are higher primarily due to the following: 1) \$9.1 million of legal settlement proceeds and \$2.2 million of held cash used to purchase new investments, 2) \$1.0 million increase in the market value of the investment portfolio, and 3) \$1.8 million reinvestment of interest income earned for the last 12 months.			
CAPITAL ASSETS	\$366,395,045	\$344,381,590	\$22,013,455
Capital assets are higher primarily due to the following: 1) Increase in construction in progress of \$29.8 million, 2) increase of \$5.1 million from Del Paso Manor assets, and 3) offset by depreciation expense of \$12.9 million.			
DEBT	\$39,918,060	\$42,377,544	(\$2,459,483)
Outstanding debt has reduced primarily from the effects of the following: 1) principal paydowns of (\$5.1 million), 2) assumption of Del Paso Installment Loan \$3.8 million, and amortization of bond premium of (\$1.1 million).			
NET POSITION	\$390,036,171	\$356,315,429	\$33,720,742
The net position increase is related to many items. The primary contributors to the increase are the increase in assets and the decrease in debt.			

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

	<u>Year-To-Date</u> <u>1/31/2026</u>	<u>Year-To-Date</u> <u>1/31/2025</u>	<u>Variance</u>
Operating Revenue	\$4,504,474	\$4,115,899	\$388,575
Operating revenues increased \$0.4 million primarily due to the 5% rate increase that occurred on January 1, 2026, offset by a decrease in water usage (2.9%) and the increased revenues from Del Paso Manor Service Area (\$0.3 million).			
Operating Expense	(\$1,484,546)	(\$1,519,974)	\$35,428
Operating expenses decreased insignificantly from January 2025.			
Other, Net	\$101,331	(\$1,068,256)	\$1,169,586
Other, net revenue increased \$1.2 million net from 2025 primarily related to no depreciation expense for January 2026 pending completion of fixed asset recording for 2025.			
NET INCOME	<u>\$3,121,259</u>	<u>\$1,527,670</u>	<u>\$1,593,589</u>

Adjusted Budgets:

Budget Item	Actual Amount YTD	Adjusted Budget Amount YTD	Variance YTD	2025 Annual Budget
Revenues and Sources of Funds	4,773,151	4,854,663	(81,512)	66,050,000
Operations and Maintenance	1,484,546	2,431,122	946,575	32,607,000
Capital Expenditures *	13,357	2,899,551	2,886,194	34,794,609
Debt Service - Principal	-	-	-	5,585,000
Debt Service - Interest	144,414	144,414		1,729,717

*Capital budget includes DPMSA's budget and rollover budgets from previous years.

The District's revenues for January are in line with the budget.

The District's operating expenditures as of January 31, 2026, came in less than the approved budget by approximately \$0.9 million. Most of this positive variance is due to timing differences.

The District's Capital Improvement Program (CIP) budget for 2026 is \$19.9 million plus \$9.3 million in rollover funds from previous years' budgets for a total of \$29.2 million. As of January 31, 2026, \$13,262 has been spent while an additional \$7.4 million is under commitment. Expenditures continue to be primarily in new well construction, well rehabilitation, and distribution system repairs and replacements.

The District's Operating Capital Program (OCP) budget for 2026 is \$2.8 million plus \$2.8 million in rollover funds from previous years' budgets for a total of \$5.6 million. As of January 31, 2026, \$95 has been spent while an additional \$0.7 million is under commitment.

Total outstanding debt as of January 31, 2025, is \$41.1 million. The District's debt service budget for 2026 is \$7.3 million consisting of \$5.6 million for principal and \$1.7 million for interest payments. Interest payments are in line with the 2026 budget.

Attachments:

1. DRAFT - Financial Statements – January 31, 2026
2. DRAFT - Budget to Actual Reports – January 31, 2026

**Financial Statements
January 31, 2026**

**Sacramento Suburban Water District
Balance Sheet**

As Of

	<u>Month End</u> <u>1/31/2026</u>	<u>Month End</u> <u>1/31/2025</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$20,431,769.71	\$22,168,734.97
Restricted Cash and cash equivalents	7,443.53	9,981.27
Accounts receivable, net of allowance for uncollectible accounts	8,232,862.53	6,765,387.18
Interest receivable	280,143.22	198,981.30
Grants receivables	7,028,025.65	10,452,690.22
Other receivables		56,786.89
Inventory	943,807.32	1,263,390.88
Prepaid expenses and other assets	1,740,511.57	1,499,422.65
TOTAL CURRENT ASSETS	\$38,664,563.53	42,415,375.36
NONCURRENT ASSETS		
Investments	51,417,350.62	37,392,378.08
TOTAL NONCURRENT ASSETS	51,417,350.62	37,392,378.08
Property, plant and equipment	631,077,085.89	593,016,569.78
Accumulated depreciation	(264,682,041.05)	(248,634,979.63)
TOTAL CAPITAL ASSETS	366,395,044.84	344,381,590.15
TOTAL ASSETS	456,476,958.99	424,189,343.59
DEFERRED OUTFLOWS OF RESOURCES		
Deferred amount on long-term debt refunding	1,581,884.31	1,939,017.89
Pension contribution subsequent to measurement date	4,102,381.00	3,423,595.00
Other post-employment benefits	2,412,028.00	2,060,810.00
Deferred outflow of Asset Obligation	1,214,863.87	1,214,863.87
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	465,788,116.17	432,827,630.35
LIABILITIES		
CURRENT LIABILITIES		
Current portion of long-term debt and capital leases	200,000.00	5,145,000.00
Current portion of Compensated Absences	1,205,978.99	1,200,000.00
Accounts payable	1,938,182.31	1,705,393.45
Accrued interest	412,761.37	462,107.11
Deferred revenue and other liabilities	4,392,975.26	4,030,021.56
Accrued expenses	809,999.88	925,138.66
TOTAL CURRENT LIABILITIES	8,959,897.81	13,467,660.78
NONCURRENT LIABILITIES		
Long-term debt	39,718,060.15	37,232,543.56
Compensated absences	206,762.66	443,592.06
Net pension liability	14,839,139.00	13,777,798.00
Net other post-employment benefits liability	4,500,435.00	4,220,671.00
Asset Retirement Obligation	5,454,858.00	5,454,858.00
TOTAL NONCURRENT LIABILITIES	64,719,254.81	61,129,462.62
TOTAL LIABILITIES	73,679,152.62	74,597,123.40
DEFERRED INFLOWS OF RESOURCES		
Employee pensions	192,903.00	156,816.00
Other post-employment benefits	1,879,890.00	1,758,262.00
NET POSITION		
Invested in capital assets, net of related debt	303,172,792.96	301,036,014.55
Restricted	9,981.27	9,981.27
Unrestricted	86,853,396.32	55,269,433.13
TOTAL NET POSITION	390,036,170.55	356,315,428.95
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	465,788,116.17	432,827,630.35

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

	<u>Year-To-Date</u> <u>1/31/2026</u>	<u>Year-To-Date</u> <u>1/31/2025</u>
OPERATING REVENUES		
Water consumption sales	\$ 878,363.65	\$ 732,899.23
Water service charge	3,467,135.32	3,242,436.02
CIP charge - DPMSA	79,895.17	
Wheeling water charge	592.98	63,490.96
Other charges for services	78,487.09	77,073.18
TOTAL OPERATING REVENUES	4,504,474.21	4,115,899.39
OPERATING EXPENSES		
Source of supply	132,755.26	140,670.74
Pumping	290,378.98	249,225.93
Transmission and distribution	360,075.70	320,079.55
Water conservation	44,954.28	62,761.27
Customer accounts	90,475.53	92,392.90
Administrative and general	565,906.50	654,843.54
TOTAL OPERATING EXPENSES	1,484,546.25	1,519,973.93
Operating income before depreciation	3,019,927.96	2,595,925.46
Depreciation and amortization		(1,169,868.15)
OPERATING INCOME	3,019,927.96	1,426,057.31
NON-OPERATING REV. (EXP.)		
Rental income	19,907.18	15,038.58
Interest and investment income	187,720.86	205,744.85
Interest expense and debt related costs	(106,297.34)	(125,373.38)
Other non-operating revenues	0.02	6,202.51
Other non-operating expenses		(0.04)
NON-OPERATING REV. (EXP.)	101,330.72	101,612.52
NET INCOME (LOSS) BEFORE CAPITAL	3,121,258.68	1,527,669.83
CHANGE IN NET POSITION	3,121,639.04	1,527,669.83
Net position at beginning of year	386,914,531.51	354,787,759.12
NET POSITION AT END OF PERIOD	\$ 390,036,170.55	\$ 356,315,428.95

**Budget to Actual Reports
January 31, 2026**

Sacramento Suburban Water District
Budget to Actual As Of
Period Ended

Attachment 2

	1/31/2026 - YTD			2026
	Actual	Budget	Variance	Annual Budget
REVENUES				
Water consumption sales	878,364	1,002,000	(123,636)	19,735,000
Water service charge	3,451,091	3,419,000	32,091	41,049,000
CIP charge - DPMSA	95,939	95,000	939	1,148,000
Wheeling water charge	593		593	
Other charges for services	78,487	130,583	(52,096)	1,567,000
Capacity fees				50,000
Interest and investment income	248,770	184,080	64,690	2,205,000
Rental & other income	19,907	24,000	(4,093)	296,000
Grant income				
TOTAL REVENUES	4,773,151	4,854,663	(81,512)	66,050,000
EXPENSES				
Board of Directors	1,218	13,746	12,528	214,751
Administrative	239,359	328,698	89,339	3,944,371
Finance	69,775	147,362	77,587	1,768,345
Customer Services	88,090	154,317	66,227	1,851,576
Field Operations	50,132	57,361	7,229	765,180
Production	337,208	587,231	250,023	10,062,124
Environmental Compliance	85,926	107,076	21,150	1,284,921
Distribution	214,679	318,984	104,305	3,827,463
Field Services	95,265	161,540	66,275	1,938,476
Maintenance	38,159	78,812	40,653	946,391
Water Conservation	44,954	61,564	16,610	966,747
Engineering	99,181	185,612	86,431	2,227,346
GIS/CAD	25,020	40,247	15,227	486,279
Human Resources	24,260	49,373	25,113	590,469
Information Technology	68,934	121,903	52,969	1,462,838
Community Outreach	2,386	17,296	14,909	269,723
TOTAL OPERATING EXPENSES	1,484,546	2,431,122	946,575	32,607,000

Sacramento Suburban Water District
Capital Budget
1/31/2026

Project Name	Original Budget	Adjusted Budget	Roll-Over From Prior Year Budget	Total Budget Available	Current Month Expenditures	Expenditures Year-To-Date	Committed Year- To-Date	Remaining Balance
CIP-Well Rehad/Pump St Improv	\$4,691,000.00	\$4,691,000.00	\$484,766.35	\$5,175,766.35	-	-	\$321,021.82	\$4,854,744.53
CIP-SCADA/Communication Improv	-	-	\$173,240.28	\$173,240.28	-	-	\$87,859.32	\$85,380.96
CIP-Well New Construction	\$4,350,000.00	\$4,350,000.00	\$2,823,042.50	\$7,173,042.50	\$25.00	\$25.00	\$1,842,675.74	\$5,330,341.76
CIP-Trans & Dist Improvements	\$6,810,000.00	\$6,810,000.00	\$3,860,067.35	\$10,670,067.35	-	-	\$3,710,348.60	\$6,959,718.75
CIP-Reservoir/Tank Improv	\$424,000.00	\$424,000.00	\$1,097,867.16	\$1,521,867.16	-	-	\$593,235.76	\$928,631.40
CIP-Valve/Hydrant/Service Repl	\$926,000.00	\$925,850.00	\$166,000.00	\$1,091,850.00	-	-	\$232,570.26	\$859,279.74
CIP-Large Meter Replacement	\$93,000.00	\$93,150.00	-	\$93,150.00	-	-	-	\$93,150.00
CIP-Meter Replacement PM	\$385,000.00	\$385,000.00	-	\$385,000.00	-	-	\$14,303.00	\$370,697.00
CIP-Special Projects	\$15,000.00	\$15,000.00	\$57,497.05	\$72,497.05	-	-	\$25,566.81	\$46,930.24
CIP-Water Related Street Imprv	\$606,000.00	\$606,000.00	\$523,629.28	\$1,129,629.28	-	-	\$428,079.89	\$701,549.39
CIP-DPMSA	\$1,564,000.00	\$1,564,000.00	\$115,777.41	\$1,679,777.41	\$13,237.48	\$13,237.48	\$130,487.40	\$1,536,052.53
CIP Subtotal	\$19,864,000.00	\$19,864,000.00	\$9,301,887.38	\$29,165,887.38	\$13,262.48	\$13,262.48	\$7,386,148.60	\$21,766,476.30
OCP - Del Paso Manor Serv Area	\$145,000.00	\$145,000.00	-	\$145,000.00	-	-	-	\$145,000.00
OCP - Fleet & Facilities	\$263,000.00	\$263,000.00	-	\$263,000.00	-	-	\$80,000.00	\$183,000.00
OCP - Information Technology	\$657,000.00	\$657,000.00	\$1,003,906.06	\$1,660,906.06	\$95.00	\$95.00	\$141,848.20	\$1,518,962.86
OCP - Maintenance	\$967,000.00	\$967,000.00	\$413,795.87	\$1,380,795.87	-	-	\$130,368.29	\$1,250,427.58
OCP - Operations	\$666,000.00	\$666,000.00	\$1,346,179.10	\$2,012,179.10	-	-	\$352,326.21	\$1,659,852.89
OCP - Property Acquisition	\$100,000.00	\$100,000.00	\$66,840.42	\$166,840.42	-	-	\$32,337.42	\$134,503.00
OCB Subtotal	\$2,798,000.00	\$2,798,000.00	\$2,830,721.45	\$5,628,721.45	\$95.00	\$95.00	\$736,880.12	\$4,891,746.33
Capital Budget Total	\$22,662,000.00	\$22,662,000.00	\$12,132,608.83	\$34,794,608.83	\$13,357.48	\$13,357.48	\$8,123,028.72	\$26,658,222.63



Agenda Item: 14

Date: March 16, 2026

Subject: Groundwater Well Status Report

Staff Contact: Jason Marks, P.E., Director of Technical Services

This report summarizes the on-line capacity for Active groundwater sources by service area.

Definitions

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

There are two (2) subcategories:

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

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

A. CAPACITY STATUS SUMMARY

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

Del Paso Manor Service Area Calculations

Historical monthly production data for the Del Paso Manor Service Area (DPMSA) are not available, so a modification to the standard ***Average Day*** demand calculation was required. The DPMSA ***Historical Demand*** was calculated utilizing the South Service Area’s (SSA’s) seasonal demand curve (the SSA shares a similar geographic area and customer composition as the DPMSA) and the DPMSA’s ***Maximum Day Demand*** (MDD). The MDD was then converted to a monthly demand and adjusted to match the SSA’s seasonal demand curve. The remaining calculations remain the same as they are for both the NSA and the SSA.

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

Area	Groundwater Supply Capacity			Historical Demand (MGD)	
	Active (MGD)	On-Line (MGD)	On-Line (%)	Average Day (Month)	Highest Day (Year)
NSA	69.5	46.1	66%	10.3	35.3
SSA	57.0	43.5	76%	7.4	28.4
DPMSA	6.2	3.1	50%	1.2	4.6
Total	132.7	92.7	70%	17.7	63.8

MGD = Million Gallons per Day

Figure 1 below presents the Table 1 data graphically.

Figure 1. Capacity vs. Demand by Service Area

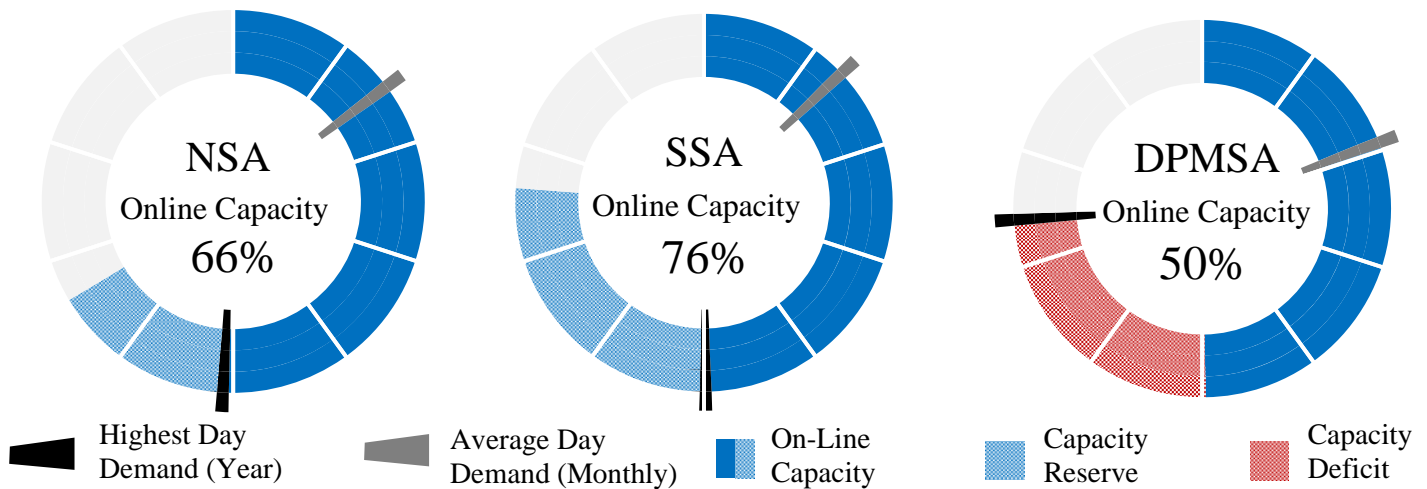
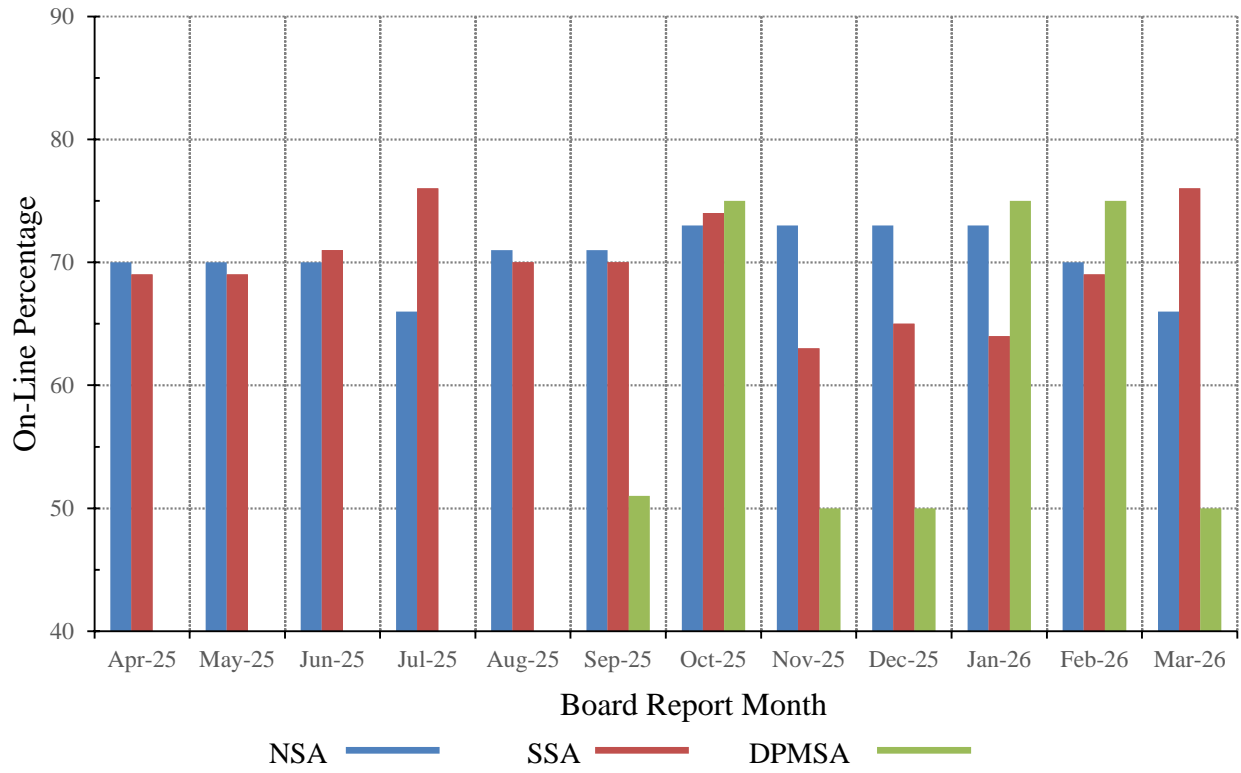


Figure 2 below shows the rolling 12-month online capacity percentage by service area.





Agenda Item: 15

Date: March 16, 2026

Subject: Operations and Customer Service Report

Staff Contact: Michael Simi, Operations Manager
Julie Nemitz, Customer Services Manager

This report describes Sacramento Suburban Water District (District) operational activities and milestones over the past month. It also summarizes Customer Service and Community Outreach activities over the past month. Included in this report are:

1. Water Operations Monthly Activity Report

This shows the various types and number of activities that are in the Operations Department. In addition, this report shows the work performed in the Del Paso Manor Service Area (DPMSA).

2. Water Production

This graph displays the cumulative calendar year 2026 water usage across the District's service areas, highlighting the proportion of groundwater versus surface water used in the North Service Area (NSA), South Service Area (SSA), Del Paso Manor Service Area (DPMSA), and total combined (SSWD).

3. Customer Service Monthly Activity Report

This summarizes various Customer Service Department activities.

4. Community Outreach Report

This provides a copy of the March 2026 H2O on the Go bill insert that is made available to all customers.

1. Water Operations Monthly Activity Report

	February 2026	Monthly Average CY 2026	Total CY 2026	Total # in System	Goal CY 2026	% of Goal Completed in CY 2026
Preventive Maintenance Program - Distribution						
Fire Hydrants Inspected	119	120	240	6306	1261	19%
Fire Hydrant Valves Inspected	111	121	242	6158	1232	20%
Mainline Valves Inspected	229	226	452	11347	2269	20%
Blow Off Valves Inspected	33	27	53	1067	213	25%
ARV/CARV Inspected	-	-	-	301	60	0%
Preventive Maintenance Program - Meters						
Meters Tested (3 - 10 inch)	45	33	66	467	120	55%
Meters Replaced (⁵ / ₈ - 1 inch)	-	-	-	44119	1200	0%
Meter Re-Builds (1 ¹ / ₂ - 2 inch)	4	31	61	2514	245	25%
AMI Collectors Inspected	-	-	-	9	9	0%

Preventive Maintenance Program - Production						
Air Release Valves	-	1	2	87	31	6%
Booster Pumps		2	2	32	2	100%
Chemical Systems - Sodium Hypochlorite	4	4	8	71	71	11%
Chemical Systems - Hydrofluorosilicic Acid	3	2	4	28	28	14%
Generator Inspection & Maintenance	-	-	-	25	25	0%
Generator Load Bank Testing	-	-	-	25	12	0%
Generator Battery Replacement	-	-	-	25	7	0%
Hydraulic Control Valves	8	7	14	56	56	25%
Level Transducers	2	4	8	46	46	17%
Motors (Vertical Turbine)	4	3	6	81	81	7%
Pressure Transducers	12	9	18	90	90	20%
Sumps and Associated Pumps	5	3	5	18	18	28%

	February 2026	Monthly Average	YTD Completed	Total With GPS	Total Assets	Percentage Completed
Global Positioning System						
GPS Coordinates Marked	226	210	420	52487	86478	61%

	February 2026	Monthly Average CY 2026	Total CY 2026
Service Requests			
Main Leaks	3	4	7
Service Line Leaks	4	5	10
Customer Pressure Inquiries	9	8	15
Water Main Shutdown			
-- Unscheduled	2	4	8
-- Scheduled	9	8	16
After Hours Activity (On-Call Technician)			
Calls Received Distribution	26	28	55
Calls Responded Distribution	16	17	34
Calls Received Production	16	21	41
Calls Responded Production	1	3	6
Water Quality			
Complaints	3	2	3
Taste & Odor Complaints	-	-	-

DPMSA Water Operations Monthly Activity Report

	February 2026	Monthly Average CY 2026	Total CY 2026	Total # in System	Goal CY 2026	% of Goal Completed in CY 2026
Preventive Maintenance Program - Distribution						
Fire Hydrants Inspected	-	-	-	205	-	N/A*
Fire Hydrant Valves Inspected	-	-	-	106	-	N/A*
Mainline Valves Inspected	-	-	-	332	-	N/A*
Blow Off Valves Inspected	-	-	-	6	-	N/A*
ARV/CARV Inspected	-	-	-	2	-	N/A*

Preventive Maintenance Program - Production						
Air Release Valves	1	1	1	6	6	17%
Chemical Systems - Sodium Hypochlorite	2	2	3	5	5	60%
Generator Inspection & Maintenance	-	-	-	2	2	0%
Generator Load Bank Testing	-	-	-	2	-	N/A**
Generator Battery Replacement	-	-	-	2	-	N/A**
Hydraulic Control Valves	-	-	-	2	2	0%
Level Transducers	1	1	1	2	2	50%
Motors (Vertical Turbine)	-	1	2	5	5	40%
Pressure Transducers	1	1	1	5	5	20%
Sumps and Associated Pumps	-	1	1	1	1	100%

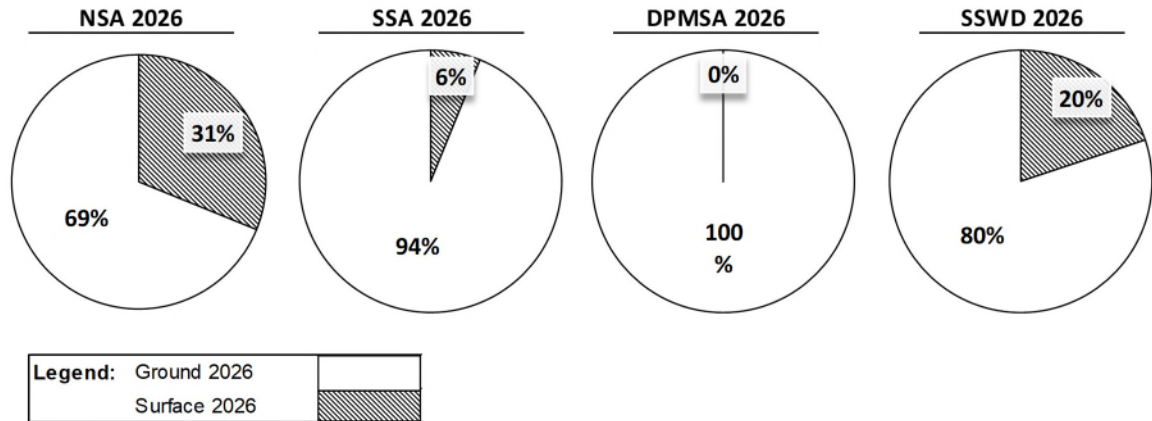
	February 2026	Monthly Average	YTD Completed	Total With GPS	Total Assets	Percentage Completed
Global Positioning System						
GPS Coordinates Marked	-	1	1	467	2582	18%

	February 2026	Monthly Average	YTD Completed
Service Requests			
Main Leaks	-	-	-
Service Line Leaks	1	1	2
Customer Pressure Inquiries	-	-	-
Water Quality			
<u>WQ Sampling Events</u>			
Complaints	-	1	1
Taste & Odor Complaints	-	-	-

*N/A- PM Distribution completed on a 5-year cycle, last done in 2025.

**N/A- PM Production completed on a 3-year cycle, last done in 2024 and 2025.

2. Water Production



3. Customer Service Monthly Activity Report

Customer Service Phone calls

	Completed Calls	Ave. Talk Time	Avg. Wait on Queue	Max. Wait on Queue	Wait Time less than 3 mins
February	1795	2m, 50s	18s	9m, 32s	99.0%
January	1449	2m, 53s	14s	7m, 20s	99.7%
December	1498	2m, 57s	19s	8m, 37s	98.8%
November	1330	3m. 7s	19s	11m, 10s	98.7%
October	1806	2m, 49s	21s	8m, 55s	98.5%
September	1684	2m, 42s	21s	12m, 22s	99.5%

Customer Service Activities

	Emails processed	Service Requests processed	Account Changes	Payments Processed (cash, single checks, batch checks)	Account Refunds processed
February	970	168	141	972	113
January	932	178	155	881	103
December	978	176	150	869	51
November	899	206	152	919	44
October	1110	215	89	1290	56
September	1065	298	153	1102	92

4. Community Outreach Report

Bill Insert

A sample of the March 2026 bill insert is shown below.

H₂O on the GO



March 2026



Fix a Leak Week March 16–22

Get ready to be a Leak Detective! The U.S.

Environmental Protection Agency's WaterSense program's Fix a Leak Week campaign returns the third week of March.

Here's how you can participate:

1. Review your water bill for any spikes or high usage.
2. Check to see if your toilet has a leak by adding a dye tablet or a few drops of food coloring to the toilet tank and waiting five minutes. If color appears in the bowl, your toilet most likely has a leak.
3. Flip your flapper. Most toilet leaks are caused by worn-out toilet flappers. They should be replaced every five years. Turn off the water to your toilet, remove the old flapper, and take it to your local hardware store to find a replacement.

[See Fix a Leak Week | page 2](#)

Investing in Sustainable Water: Using AI to Predict and Prevent Leaks in the Water System

Sacramento Suburban Water District's (SSWD) water system comprises approximately 700 miles of distribution and transmission pipelines, 25% of which date back to the 1940s and 1950s. The average lifespan of a pipeline depends on the material used, but is typically between 50 and 100 years, with ductile iron averaging over 100 years and PVC or AC lasting between 50 and 100 years.

SSWD has developed a Distribution Main Asset Management Plan (AMP) to guide staff in prioritizing which areas are of the highest priority and should be replaced first. The AMP was developed using a variety of criteria, including the water main's age, pipeline material, location, leak history, and risk factors. The plan also allows for the implementation of new technologies and approaches as they become available, making the plan even more effective and adaptable.

[See Sustainable Water | page 2](#)

Del Paso Manor Service Area Updates

Grant Funding

The State Water Resources Control Board (SWRCB) is drafting a Scope of Work template for main replacements, meter retrofits, and improvements to fire flows in the Del Paso Manor Service Area (DPMSA), as well as an environmental review for the main replacement work. A final decision by the SWRCB on the grant application is still pending.

[See DPMSA Update | page 2](#)

sswd.org

Phone: 916.972.7171

Email: help@sswd.org

3701 Marconi Avenue

Sacramento, CA 95821-5346

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



Sustainable Water | from page 1

One of the new technologies SSWD is incorporating into the AMP is an artificial intelligence software program called VODA. VODA analyzes various water pipe data to determine which areas are at the greatest likelihood of failure, their remaining useful life, and the potential cost of repairs.

Key to the success of VODA is the data entered into the program. Fortunately, SSWD staff have kept detailed records in the District's Geographic Information System over the past two decades, tracking failures, repairs, asset locations, and other pertinent information about leaks.

The initial test of the VODA program was a resounding success, achieving 87% accuracy in identifying areas most likely to fail. Recently, VODA helped staff identify water mains with the highest likelihood of failure for the District's leak detection project. SSWD staff used VODA to map the top 10% of water mains most likely to fail and discovered a leak on the tenth most likely to fail. The main was repaired immediately after its discovery.

The use of VODA will allow SSWD to be more proactive rather than reactive in responding to problems, helping keep our infrastructure functioning at its best. The result will be less water loss, fewer service interruptions, and a better way to keep SSWD's infrastructure operating at its highest level.

Groundbreaking Ceremony for the Triplets

Later this month, SSWD will hold a groundbreaking ceremony for three new groundwater wells, affectionately known as the triplets, in the North Service Area. Together, the three wells will produce 7500 gallons per minute, enough to serve around 33,500 homes per day. A grant from the Department of Water Resources helped to cover a majority of the construction costs.

Fix a Leak Week | from page 1

4. Turn on your sprinklers one zone at a time and look for clogged, misdirected, or broken sprinklers. Flag any problems you find and fix them before the next time you run your sprinklers.
5. Check for dripping faucets and showerheads. Tighten up the faucet and showerhead connections with a wrench and plumber's tape.
6. Tell us about the leak you found! Send us a message on Facebook about what you found and how you fixed it.

If you need additional help tracking down leaks, contact SSWD at 916.972.7171 or help@sswd.org and request a Leak Investigation. SSWD also offers a rebate of up to \$500 to help with the cost of fixing leaks. Complete details are at sswd.org/rebates.

DPMSA Update | from page 1

Preventive Maintenance

SSWD continues implementing its Preventive Maintenance (PM) program in the DPMSA. Staff are fixing problems identified during their initial inspection of the service area's hydrants and valves. As of the end of January, 97 of 139 issues have been fixed, and work continues on the remaining items.

The PM team is working to locate valves and replace water meters that failed during testing. They have also completed maintenance at DPMSA well sites, including inspections and needed upgrades.



Agenda Item: 16

Date: March 16, 2026

Subject: Leak at Poker Lane Well Site

Staff Contact: Matt Underwood, Assistant General Manager

On February 18, 2026, at approximately 8:15 p.m., the District’s On-Call Technician received a call reporting a large amount of water coming from the Poker Lane Wells site (Attachment 1). The Poker Lane Wells site is located in the North Service Area (NSA), was built in 1989, and consists of three individual groundwater wells with a combined pumping capacity of approximately 4,900 gallons per minute (gpm).

Staff arrived onsite at approximately 8:30 p.m. Upon arrival, staff found a large amount of water pushing up through the asphalt on the north side of the property. Staff attempted to locate and shut down the appropriate isolation valve but was unable to do so right away. A Foreman was dispatched to assist and arrived onsite at approximately 9:00 p.m. Due to the amount of water and debris in the roadway, it took some time to locate the correct isolation valve. The leak was fully isolated at 9:42 p.m. No customers were impacted by isolating the leak within the well site.

Staff identified that the emergency generator at the site was running, which suggested water had likely entered the building and affected the electrical system. Kirby’s Pump and Mechanical (KPM) was contacted and updated on the situation and the potential electrical damage. KPM advised staff to contact SMUD to request a response and advised that no one should enter the site until KPM and SMUD responded and assessed.

When SMUD arrived, staff and KPM requested that they disconnect power to the facility. Once power was shut off, staff and KPM entered the building and found approximately 14 inches of standing water throughout. Water had entered the electrical panels with potential to cause significant damage.

Staff determined that the location of the leak was in the area where Poker Lane Well N32C connected underground to the manifold piping that connects the three wells before leaving the site to connect to the distribution system (Attachment 2). There is substantial damage to the asphalt and the underground piping. The force of the water created a large void where soil was washed out into the facility. The retaining wall on the north side of the property has been undermined. The rolling metal gate was also pushed off track into the driveway.

Leak at Poker Lane Well Site

March 16, 2026

Page 2 of 2

Interior damage includes wall damage, chemical feed system damage, and potential electrical system damage.

As per the District's SCADA system, there was an increased flow of approximately 7,700 gpm in the NSA between 7:55 p.m. – 9:42 p.m (107 minutes). The amount of water discharged from the leak is estimated at 823,900 gallons. The lowest system pressure recorded during the event was 51 psi.

Staff contacted ACWA JPIA (JPIA) and received confirmation that the Poker Lane Wells site is insured under the Property Program. JPIA sent a claim adjuster to the site on February 20, 2026, to evaluate the damage. JPIA then advised that the District coordinate and conduct all mitigations and invoice JPIA once all repairs are complete.

Initial clean up of the site and surrounding area have been completed.

A remediation company is actively working on mitigating the water damage within the building.

An electrical engineering consulting firm is being scheduled to evaluate the electrical system and generator and will provide recommendations for testing and repairs needed to restore the systems to pre-incident conditions.

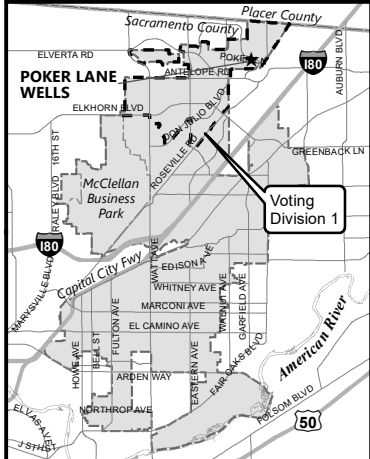
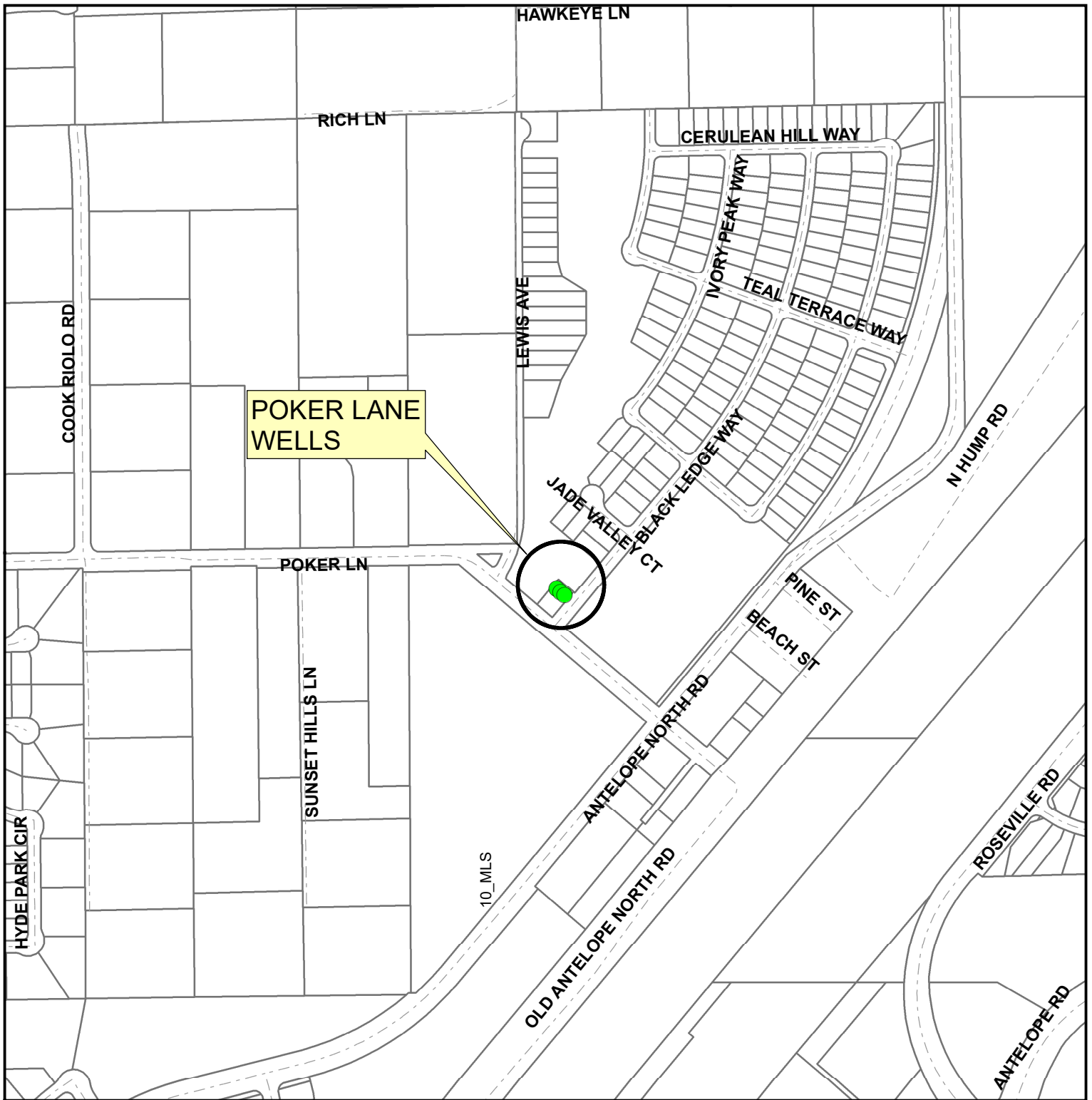
A general engineering contractor has been engaged to assist with damage assessment and repairs and is scheduled to begin work the week of March 9, 2026.

Staff anticipates the wells will be returned to service by the end of May 2026.

The cause of the failure cannot be determined until the failed appurtenance is exposed.

Attachments:

1. Poker Lane Wells location map
2. Incident Photographs



Portion of Sacramento Suburban Water District



POKER LANE WELLS

(Voting Division 1)



Prepared by: DA - SSWD
 Sacramento, March 5, 2026
 Poker_Lane_Wellst.mxd

Incident Photographs





Agenda Item: 17

Date: March 16, 2026
Subject: Major Capital Improvement Program Projects
Staff Contact: Jason Marks, P.E., Director of Technical Services

Summarized below are Major Capital Improvement Program (CIP) Projects.

SUPPLY – NEW WELLS

The table below shows stages of the status of groundwater well capital improvement projects.

Well 85 Auburn / Fulton	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<i>Production Well</i>		
	Complete	Complete	Complete
	<i>Pump Station</i>		
	2026	2029	No change
	FACILITY COMMISSIONING		
	Start	End	Notes
	2029	2029	No change

Well 85 Schedule

Below is the schedule for the pump station portion of the project.

ACTIVITY	2026	2027	2028	2029
Design				
Construction				**

** Online by end of CY2029.

Major Capital Improvement Program Projects

March 16, 2026

Page 2 of 3

Well 86 Edison / Bell	DESIGN AND CONSTRUCTION		
	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
	<i>Production Well</i>		
	2027	2027	No change
	<i>Pump Station</i>		
	2027	2030	No change
	FACILITY COMMISSIONING		
	Start	End	Notes
	2030	2030	No change

Well 86 Schedule

Below is the preliminary schedule for the groundwater well portion of the project.

ACTIVITY	2026				2027			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Contracting								
Design/CEQA								
Construction								

Below is the preliminary schedule for the pump station portion of the project.

ACTIVITY	2026	2027	2028	2029	2030
Design					
Construction					**

** Online by end of CY2030.

DISTRIBUTION AND TRANSMISSION

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

Project	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
Dudley Dudley Main Replacement	Complete	June 2026	No Change
Dudley Peacekeeper Main Replacement	March 2026	Spring 2026	Note 1
DPMSA Main Replacement Area 2D	Complete	TBD	Note 2

Note 1

Construction for Dudley Peacekeeper Main Replacement is scheduled to be bid in Spring of 2026.

Note 2

Staff have received 100% design documents and are awaiting funding to proceed to the construction phase. In addition to this design, a meter siting study is being conducted and should be complete by fall of 2026 and will be included with the bid package. County and State permitting is anticipated to take approximately 10 to 12 weeks and cannot be initiated until funding has been obtained.

OTHER

The table below shows stages of the current status of other major capital improvement projects.

Project	Approximate Completion		Change in Completion Status Since Last Report
	Design	Construction	
Watt/Elkhorn Reservoir Improvements	Complete	April 2026	No Change



Agenda Item: 18

Date: March 16, 2026

Subject: Upcoming Water Industry Meetings/Conferences

Staff Contact: Heather Hernandez-Fort, Executive Assistant/Board Secretary

The Sacramento Suburban Water District (District) Board of Directors adopted Policy PL – BOD 003, Directors’ Compensation and Expense Reimbursement (Policy). The Policy states that Directors may receive a meeting stipend 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. Information provided on upcoming water industry meetings and/or conferences, or regularly scheduled meetings of other water agencies, does not imply that approval for a compensable meeting or reimbursement of expenses are triggered.

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

Upcoming Meetings/Events:

1. SGA Board Meeting
April 9, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://www.sgah2o.org/meetings/board-meetings/>
2. RWA Board Meeting
May 14, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
3. SGA Board Meeting
June 11, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://www.sgah2o.org/meetings/board-meetings/>
4. RWA Board Meeting
July 9, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>

Upcoming Water Industry Meetings/Conferences

March 16, 2026

Page 2 of 3

5. SGA Board Meeting
August 13, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://www.sgah2o.org/meetings/board-meetings/>
6. RWA Board Meeting
September 10, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
7. SGA Board Meeting
October 8, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://www.sgah2o.org/meetings/board-meetings/>
8. RWA Board Meeting
November 12, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://rwah2o.org/meetings/board-meetings/>
9. SGA Board Meeting
December 10, 2026
In-Person for voting Board of Directors, virtual option for all public
<https://www.sgah2o.org/meetings/board-meetings/>

Upcoming Conferences:

10. CA-NV AWWA Water Conference of the West
April 6 – 9, 2026
San Diego, CA
<https://www.ca-nv-awwa.org/CNS/CNS/EventsandClasses/Events.aspx?hkey=40976128-710b-4097-b27b-e35fe6133849>
11. Cap to Cap
April 18 - 22, 2026
Washington, DC
<https://business.metrochamber.org/event-calendar/Details/2026-capitol-to-capitol-1484130?sourceTypeId=Website>
12. ACWA 2026 Spring Conference & Exhibition
May 5 - 7, 2026
Sacramento, CA
<https://www.acwa.com/events/?event-type=acwa-conferences>

Upcoming Water Industry Meetings/Conferences

March 16, 2026

Page 3 of 3

13. CSDA Special District Leadership Academy

May 11 – 14, 2026

San Diego, CA

<https://www.csda.net/events/event-description?CalendarEventKey=a6940e6d-bf86-4b08-8efd-019ab964c46a&Home=%2fhome>

14. ACWA 2026 Fall Conference & Exhibition

December 1 - 3, 2026

Anaheim, CA

<https://www.acwa.com/events/?event-type=acwa-conferences>

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

- Carmichael Water District: <http://carmichaelwd.org/> - Every 3rd Monday of the month at 6:00 p.m.
- Citrus Heights Water District: <http://chwd.org/> - Every 3rd Wednesday 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 3rd Monday of the month at 6:30 p.m.
- Natomas Mutual Water Company - <http://natomaswater.com/> - Every 2nd Tuesday of the month at 9:00 a.m.
- Orange Vale Water Company - <https://orangevalewater.com/> - Every 1st Tuesday of the month at 4:00 p.m.
- Placer County Water Agency: <https://pcwa.net/> - Every 1st and 3rd Thursdays of the month at 2:00 p.m.
- Rio Linda/Elverta Community Water District: <http://www.rlecwd.com/> - Every 3rd Monday of the month at 6:30 p.m.
- San Juan Water District: <http://www.sjwd.org/> - Every 4th Wednesday of the month at 6:00 p.m.



Agenda Item: 19 a.

Date: March 16, 2026

Subject: Upcoming Policy Review – Disconnection of Residential Water Service Policy (PL – CS 001)

Staff Contact: Julie Nemitz, Customer Services Manager

The Disconnection of Residential Water Service Policy (Policy) is scheduled for review. The Policy was adopted by the Board of Directors (Board) on January 27, 2020, and was last reviewed by the Board, with changes, on February 28, 2022.

Staff has reviewed the Policy and has no recommended changes.

The Policy is scheduled for Board review and approval at the April 27, 2026, Special Board meeting. If a Director desires to comment on the Policy, staff requests that they do so by March 23, 2026. If no comment is received, this policy will be placed as a Consent Item on the April 27, 2026, Special Board meeting agenda.

This Policy update was reviewed by legal counsel.

Attachment:

1. Disconnection of Residential Water Service (PL – CS 001) – Policy

Sacramento Suburban Water District

Disconnection of Residential Water Service Policy

Adopted: January 27, 2020

Approved with changes on: February 28, 2022

100.00 General Provisions

a. Application. This Policy applies only to disconnection of residential water service for nonpayment. The District's existing ordinances, resolutions, policies, and procedures shall continue to apply to non-residential water service accounts and to disconnection of residential water service for other reasons, including the termination of a service connection by the District due to a customer violation of any other ordinance, rule, regulation, or policy of the District. In the event of any conflict between this Policy and any other ordinance, rule, regulation, or policy of the District, this Policy shall prevail. In the event of any conflict between this Policy and state law, state law shall prevail.

b. Customer Responsibility. Under applicable District ordinances, resolutions, policies, and procedures, bills for water service are rendered to each customer on a monthly basis, and are due and payable upon presentation. Water service bills become delinquent if not paid within 60 days from the date on the bill. It is the customer's responsibility to ensure that payments are received at the District office in a timely manner. Payment may be made at the District office, online, or to the address for remittance of mailed payments.

c. Availability of Policy. The District shall provide this Policy and all written notices given under this Policy in English, Spanish, Chinese, Tagalog, Vietnamese, and Korean, and in any other language spoken by at least 10 percent of the people residing in the District's service area or required by Civil Code section 1632. This Policy shall be posted and maintained on the District's Internet website at www.sswd.org.

d. Contact Telephone Number. The District's Customer Service Department can be reached at (916) 972-7171 for assistance concerning the payment of water bills and to discuss options for stopping disconnection of residential service for nonpayment.

101.00 Disconnection of Residential Water Service for Nonpayment

a. 60-day Delinquency Period. The District shall not disconnect residential water service for nonpayment of a service bill until a customer's payment has been delinquent for 60 days.

b. Reminder Notice. Reminder notices will not be sent separately to customers, but notice of the delinquency and any related delinquency fees will be printed on the next month's bill.

c. 10-Day Notice. Not less than 10 days before disconnection of residential service for nonpayment, the District shall contact the customer named on the account by telephone or written notice.

i. When the District contacts the customer named on the account by written notice under this section, the written notice of payment delinquency and impending disconnection shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant."

ii. The written notice shall include all of the following information in a clear and legible format:

1. The customer's name and address.

2. The amount of the delinquency, including an itemization of any late payment penalties and interest to be applied to the delinquent charges.

3. The date and time by which payment or arrangement for payment must be made in order to avoid disconnection of water service.

4. A description of the process to apply for an extension of time to pay the delinquent charges.

5. A description of the procedure by which the customer may petition for bill review and appeal or initiate a complaint or request an investigation concerning the service or charges.

6. A description of the procedure by which the customer may request a deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges, consistent with this Policy.

7. A description of the procedure for the customer to obtain information on the availability of financial assistance, including private, local, state, or federal sources, if applicable.

8. The District's telephone number, business address, and hours of operation of a customer service representative who can provide additional information or institute arrangements for payment.

iii. If the written notice is returned through the mail as undeliverable, the District shall make a good faith effort to visit the residence and leave or place in a conspicuous place a notice of imminent disconnection of residential service for nonpayment and a copy of this Policy.

d. 48-hour Posting Notice. The District shall make a reasonable, good faith effort to contact an adult person residing at the premises of the customer by telephone or in person at least 48 hours prior to any termination of service except that whenever telephone or personal contact cannot be accomplished, the District shall give, by mail or by posting in a conspicuous location at the premises, a notice of termination of service, at least 48 hours prior to termination. This notice of termination of service shall include all of the following information:

- i. The customer's name and address.
- ii. The amount of the delinquency, including an itemization of any late payment penalties and interest to be applied on any delinquent charges.
- iii. The date and time by which payment or arrangements for payment is required in order to avoid termination.
- iv. The procedure for the customer to obtain information on the availability of financial assistance, including private, local, state, or federal sources, if applicable.
- v. The District's telephone number, business address, and hours of operation of a customer service representative who can provide additional information or institute arrangements for payment.

e. Service Restoration Information. Upon disconnection, the District shall provide the customer with information on how to restore residential service.

102.00 Restrictions on Disconnection of Water Service

a. The District shall not disconnect residential water service for nonpayment of a service bill until a customer's payment has been delinquent for 60 days.

b. The District shall not disconnect residential service in any of the following situations:

- i. During the time that the District is investigating a customer dispute or complaint under Section 107.00 of this Policy.
- ii. When a customer has been granted an extension of the period for payment of a bill.

c. The District shall not disconnect residential service if all of the following conditions are met:

- i. The customer, or a tenant of the customer, submits to the District the certification of a primary care provider, as defined in section 14088(b)(1)(A) of the Welfare and Institutions Code, that disconnection of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the property receiving service.

ii. The customer demonstrates that he or she is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if (1) any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or (2) the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

iii. The customer is willing to enter into an alternative payment arrangement, consistent with the provisions of Section 103.00 of this Policy.

If a customer meets the three conditions listed in this subsection (c), the District shall offer the customer one or more of the payment options described in Section 103.00. Any customer meeting these requirements shall, upon request, be permitted to amortize, over a period not to exceed 12 months, the unpaid balance of any bill asserted to be beyond the means of the customer to pay within the normal period for payment.

d. The District is prohibited from terminating water service to any customer or tenant of a customer on any Saturday, Sunday, legal holiday, or outside of its normal operating hours.

103.00 Alternative Payment Arrangements

a. Options. Upon request, the District will consider the following options with a delinquent customer to avert discontinuation of residential service for nonpayment:

- i. Amortization of the unpaid balance;
- ii. Participation in an alternative payment schedule;
- iii. A partial or full reduction of the unpaid balance, financed without additional charges to other ratepayers; or.
- iv. Temporary deferral of payment.

(Collectively "Payment Arrangements.")

b. District Administration. The District General Manager, or his or her designee, may choose which of the Payment Arrangements described in Section 103.00(a), above, may be available to the customer and may set the parameters of that payment option. Ordinarily, the Payment Arrangement offered should result in payment of any remaining outstanding balance within 12 months. The District may grant a longer payment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case. The District may charge an administrative fee for the cost of administering Payment Arrangements under this provision. The General Manager, or his or her designee, is authorized to prepare and approve a Payment Arrangement agreement with a customer consistent with this Section 103.00.

c. Customer Obligations. If the District and customer enter into a Payment Arrangement under this Section 103.00, the customer shall comply with the agreement or other arrangement and remain current on any new water service charges as they are billed in each subsequent billing period. The customer may not request further amortization or reduction of any unpaid charges on subsequent bills while paying delinquent charges under an alternative payment arrangement. Commencing on the date the first payment arrangement is entered into, customers who fail to comply with any agreed payment arrangement will not be eligible to establish future payment arrangements for a period of 24 months, except as otherwise prohibited by law.

104.00 Disconnection After Failure to Comply with Alternative Payment Arrangements

a. If the District and customer enter into any Payment Arrangement under Section 103.00, the District may disconnect service no sooner than five business days after the District posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:

- i. The customer fails to comply with the Payment Arrangement for 60 days or more.
- ii. While undertaking a Payment Arrangement, the customer does not pay his or her current residential service charges for 60 days or more.

b. The notice of termination under this Section 104.00 shall include all of the following information:

- i. The customer's name and address.
- ii. Notice of the customer's noncompliance with the Payment Arrangement.
- iii. The Payment Arrangement or other conditions the customer must satisfy in order to avoid termination.
- iv. The District's telephone number, business address, and hours of operation of a customer service representative of the District who can provide additional information.

This notice does not entitle the customer to further investigation or provision of alternative payment arrangements by the District.

105.00 Disconnection in Master Meter Landlord-Tenant Situations

a. Applicability. This section applies to District service through an individual meter to a detached single-family dwelling, a multi-unit residential structure, mobile home park, or permanent residential structure in a labor camp, only if the owner, manager or operator is the customer of record, and there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the building.

b. Notice. The District shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. This notice shall further inform the residential occupants that they have the right to become District customers, to whom the service will then be billed, without being required to pay any amount which may then be due on the delinquent account.

c. Service to Occupants. The District is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of District water service and meets the requirements of law and the District's ordinances, rules, regulations, and policies. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the District, or if there is a physical means legally available to the District of selectively terminating service to those residential occupants who have not met the requirements of the District's ordinances, rules, regulations, and policies, the District shall make service available to those residential occupants who have met those requirements.

d. Proof of Credit. If prior service for a period of time is a condition for establishing credit with the District, residence and proof of prompt payment of rent or other credit obligation acceptable to the District for that period of time is a satisfactory equivalent.

e. Detached Single-Family Dwellings. In the case of a detached single-family dwelling, the District may do any of the following:

i. Give notice of termination at least seven days prior to the proposed termination.

ii. In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling.

106.00 Additional Considerations for Financial Hardship

a. If a customer who demonstrates to the District household income below 200 percent of the federal poverty line, the District shall both:

i. Set a reconnection of service fees for reconnection during normal operating hours at \$50 and for reconnection during nonoperational hours at \$150. These fees shall not exceed the actual cost of reconnection if those costs are less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

ii. Waive interest charges on delinquent bills once every 12 months.

b. The District shall deem a residential customer to have a household income below 200 percent of the federal poverty line if:

i. Any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State

Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or

ii. The customer declares that the household's annual income is less than 200 percent of the federal poverty level.

107.00 Procedure to Contest or Appeal a Bill

A customer may appeal or contest the amount set forth in any bill for residential water service pursuant to the following procedure:

a. General Appeal. Within five days of receipt of the bill for water service, a customer has a right to request an appeal or review of any bill or charge rendered by the District. The request must be made in writing and be delivered to the District's office. For so long as the customer's appeal and any resulting investigation is pending, the District cannot disconnect water service to the customer.

b. 10-Day Notice Appeal. In addition to the appeal rights under subsection (a), above, a customer who receives a 10-Day Notice described in Section 101.00(c) of this Policy may request an appeal or review of the bill to which the notice relates within five business days of the date of the notice. However, no such appeal or review rights shall apply to any bill for which an appeal or request for review under subsection (a) above, has been made. Any appeal or request for review under this subsection must be in writing and must include documentation supporting the appeal or the reason for the review. The request for an appeal must be delivered to the District's office within the five-day period. For so long as the customer's appeal and any resulting investigation is pending, the District cannot disconnect water service to the customer.

c. Appeal Process.

i. Following receipt of a request for an appeal or review under subsections (a) or (b), above, the District's General Manager, or his or her designee, shall evaluate the request for review and supporting material provided by the customer and the information on file with the District concerning the water charges in question. Within 10 days after receipt of the customer's request for review, the General Manager, or his or her designee, shall render a decision as to the accuracy of the water charges set forth on the bill and shall provide the appealing customer with a brief written summary of the decision.

ii. If water charges are determined to be incorrect, the District will provide a corrected invoice and payment of the revised charges will be due within 10 calendar days of the invoice date for revised charges. If the revised charges remain unpaid for more than 60 calendar days after the corrected invoice is provided, water service will be disconnected. Prior to disconnection, the District shall provide the customer with the 10-Day Notice in accordance with Section 101.00(c), above. Water service will only be restored upon full payment of all outstanding water charges, penalties, interest, and any applicable reconnection charges.

iii. If the water charges in question are determined to be correct, the water charges are due and payable within three business days after receipt of the General

Manager's, or his or her designee's, decision. At the time the decision is rendered, the customer will be advised of the right to further appeal before the District's Board of Directors. Any such appeal must be filed in writing within three business days after receipt of the General Manager's, or his or her designee's, decision. The appeal hearing will occur at the next regular meeting of the District's Board of Directors, unless the customer and General Manager, or his or her designee, agree to a later date.

iv. If the customer does not timely appeal to the District's Board of Directors, the water charges in question shall be immediately due and payable. In the event the charges are not paid in full within 60 calendar days after the original billing date, then the District shall provide customer with the 10-Day Notice in accordance with Section 101.00(c), above, and may disconnect water service to the customer's property if the outstanding bill is not timely paid.

v. When a hearing before the Board of Directors is requested, the customer will be required to personally appear before the Board and present supporting material and reasons as to why the water charges on the bill in question are not accurate. The Board shall evaluate the evidence presented by the customer, as well as the information on file with the District concerning the water charges in question (including the General Manager's/designee's decision) and any staff presentation, and render a decision as to the accuracy of the charges. The Board's decision shall be final and binding.

vi. If the Board finds that the water service charges in question are incorrect, the customer will be invoiced for the revised charges. If the revised charges remain unpaid for more than 60 calendar days after the corrected invoice is provided, water service will be disconnected, on the next regular working day after expiration of that period. The District shall provide the customer with the 10-Day Notice in accordance with Section 101.00(c), above.

vii. If the water service charges in question are determined to be correct, they shall be due and payable within three business days after the date of the decision of the Board. In the event the charges are not paid in full within 45 calendar days after the original billing date, then the District shall provide with the 10-Day Notice in accordance with Section 101.00(c), above, and may disconnect water service to the customer's property if the outstanding bill is not timely paid.

d. Any overcharges due from the District will be reflected as a credit on the next regular bill to the customer, or refunded directly to the customer, at the sole discretion of the General Manager or Board of Directors.

e. Water service to any customer shall not be disconnected at any time during which the customer's appeal to the General Manager or the Board of Directors is pending.

Agenda
Sacramento Suburban Water District
Urban Water Management Plan Ad Hoc Committee Meeting

3701 Marconi Avenue
Sacramento, California 95821

February 18, 2026
3:30 p.m.

Call to Order

Roll Call

1. Urban Water Management Plan

- a. Regulatory Requirements
- b. Regulatory Timeline
- c. Notifications
- d. Climate Change Effects (Section 3.3)
- e. Demand Update (Section 4)
- f. Supply Update (Section 6)
- g. Water Supply Reliability and Drought Risk Assessment (Section 7)
- h. Demand Management Measures (Section 9)

2. Committee Member Comments

Adjournment

Agenda
Sacramento Suburban Water District
Urban Water Management Plan Ad Hoc Committee Meeting

3701 Marconi Avenue
Sacramento, California 95821

March 9, 2026
2:30 p.m.

Call to Order

Roll Call

- 1. Urban Water Management Plan**
 - a. Director Edits
 - b. Next steps
 - c. Del Paso Manor
 - d. Groundwater & Surface Water
 - e. Notification Timeline
- 2. Committee Member Comments**

Adjournment

Agenda
Sacramento Suburban Water District
CIP Ad Hoc Committee Meeting

3701 Marconi Avenue
Sacramento, California 95821

February 26, 2026
2:00 p.m.

Call to Order

Roll Call

- 1. Charge of the Committee**
- 2. Standard Agenda Items:**
 - Accomplishments**
 - Work in Progress**
 - Schedule**
 - Issues to be Resolved**
 - Budget**
- 3. CIP Policy**
- 4. 10 Year CIP Plan**
- 5. Committee Member Comments**

Adjournment

Agenda

Sacramento Suburban Water District Audit Committee Meeting

3701 Marconi Avenue
Sacramento, CA 95821

March 3, 2026
3:30 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 Chairperson will call for public comment on each agenda item at the appropriate time. If a member of the public chooses to participate in this public meeting via videoconference and/or teleconference, please see the instructions below.

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

Join the meeting from a computer, tablet or smartphone:

<https://us02web.zoom.us/j/85146584043?pwd=GehuUd0DSTJSVvBzoGbMJgrBUZ9bPb.1&from=addon>

Meeting ID: 851 4658 4043

Password: 620607

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

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

Please mute your line.

Where appropriate or deemed necessary, the Committee may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the 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 Committee concerning an agenda item either before or during the Committee’s consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to 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

Roll Call

Public Comment

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

Consent Items

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

- 1. **Draft Minutes of November 12, 2025, Audit Committee Meeting**
Recommendation: Approve the Draft Minutes of November 12, 2025, Audit Committee Meeting.

Items for Discussion and/or Action

- 2. **Policy Review – Engagement of Auditor Policy (PL – Fin 001)**
Recommendation: Review the Engagement of Auditor Policy (PL – Fin 001) and direct staff as appropriate.
- 3. **Ethics Policy (PL – BOD 004) Training Compliance Report**
Recommendation: Receive staff report on District “Covered Official” compliance with the training requirements of District Ethics Policy (PL – BOD 004).

Adjournment

Upcoming Meetings

Monday, March 16, 2026, at 5:00 p.m., Regular Board Meeting

I certify that the foregoing agenda for the March 3, 2026, meeting of the Sacramento Suburban Water District was posted by February 26, 2026, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was made available to the public during normal business hours.

Heather Hernandez-Fort
Board Secretary
Sacramento Suburban Water District

Director Locke
AB1234 Reporting

February 2nd
Water Bank Meeting

February 4th
Water Caucus

February 6th
Watt Elkhorn Reservoir visit

February 10th
ECOS Salmonids: Population Health and Climate Adaptation

February 11th
Meet with GM over Agenda Format

February 12th
SGA / SAFER Drinking Water Advisory Group

February 13th
Cap to Cap Meeting

February 18th
Sac Regional Water Bank Meeting

February 19th
WFSE Plenary

February 20th
Meet with GM over Final Agenda

February 23rd
SSWD Meeting

February 24th
Discuss CIP Committee with GM

Jay Boatwright
Attended meetings.
February 2026

- 02/05/2026: Meeting with Jim Peier and others re SGA agenda for next meeting
- 02/06/2026: SSWD Elkhorn Reservoir Site visit to view rehabilitation construction.
- 02/12/2026: Sacramento Groundwater Authority regular board meeting (chair).
- 02/18/2026: Association of California Water Agencies (ACWA) Region 4 board meeting. I am part of the region board. Planning for the upcoming year. Chose committee liaisons, board orientation.
- 02/20/2026: Meet with GM York to review agenda ahead of the upcoming board meeting, and other items of District business.
- 02/23/2026: SSWD regular board meeting
- 02/24/2026: CIP Ad Hoc committee pre-meeting with GM York. Discussed role of the committee, frequency of meetings, etc.
- 02/26/2026: SSWD CIP Ad Hoc Committee meeting. Discussed goals of the committee. Received updates on current CIP projects, CIP Policy.