

Agenda
Sacramento Suburban Water District
Del Paso Manor Advisory Committee Meeting

3701 Marconi Avenue
Sacramento, California 95821

April 22, 2026
4:00 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 Chairperson will call for public comment on each agenda item at the appropriate time.

Portions of this meeting will be conducted by teleconference in accordance with Government Code section 54953(b). The teleconference locations for the meeting are as follows: (1) District boardroom at the above address, and (2) 6700 E. Speedway Blvd. Tucson, AZ 85710. Each teleconference location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.

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/89877664336?pwd=Siq5aYlbSdhBjOIjPUZ5SOv5Sn1p0y.1>

Meeting ID: 898 7766 4336

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Please mute your line.

Where appropriate or deemed necessary, the Advisory 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 Advisory Committee 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 Advisory Committee concerning an agenda item after the staff presentation but before the Advisory 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 Chairperson 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 Advisory Committee's jurisdiction. Comments are limited to 3 minutes.

Consent Items

The Committee will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Committee member 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 January 28, 2026, Del Paso Manor Advisory Committee Meeting
Recommendation: Approve the Draft Minutes of January 28, 2026, Del Paso Manor Advisory Committee Meeting.

Items for Discussion and/or Action

2. Hydraulic Model Analysis to Assess Identified Capacity Deficiencies in the Del Paso Manor Service Area
Recommendation: Receive staff presentation and direct staff as appropriate.
3. 2025 Del Paso Manor Service Area Financial Report
Recommendation: Receive staff presentation on the 2025 Del Paso Manor Service Area Financial Report.
4. Grant Funding Application – Status Update
Recommendation: No recommended action, informational only.

5. Preventive Maintenance Program in Del Paso Manor Service Area Update
Recommendation: No recommended action, informational only.

6. Del Paso Manor Service Area Pipeline Project Area 2D Update
Recommendation: No recommended action, informational only.

7. Committee Member Comments
Recommendation: No recommended action.

Adjournment

I certify that the foregoing agenda for the April 22, 2026, meeting of the Sacramento Suburban Water District’s Del Paso Manor Advisory Committee was posted by April 16, 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: April 22, 2026

Subject: Draft Minutes of January 28, 2026, Del Paso Manor Advisory Committee Meeting

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

Recommended Committee Action:

Approve the Draft Minutes of January 28, 2026, Del Paso Manor Advisory Committee Meeting.

Attachment:

1. Draft Minutes of January 28, 2026, Del Paso Manor Advisory Committee Meeting.

Minutes

**Sacramento Suburban Water District
Del Paso Manor Advisory Committee Meeting**

January 28, 2026

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #826 1801 6524

Call to Order

Chair Ross called the meeting to order at 4:00 p.m.

Pledge of Allegiance

Chair Ross led the Pledge of Allegiance.

Roll Call

Committee

Members Present: Trish Harrington, Emily Hathaway, Shirley McNichols, Carl Dolk, and David Ross.

Committee

Members Absent: None.

Staff Present:

General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Mike Simi, Jeff Ott, Jason Marks, and Julie Nemitz.

Public Present:

Kevin Thomas, Craig Locke, Lori Marschall, Roy Wilson, Thomas Spencer, Zaeda Underwood, Rose Haag, Meredith Panfil, Anne Schick, Cindy Leidehl, Kathy Lauer, and Kurt Lauer.

Election of District Officers

- 1. The Advisory Committee Will Elect a Chair and Vice-Chair From Among its Members**

Committee Member Dolk nominated Chair Ross for Chairperson for the 2026 term.

Committee Member McNichols nominated Committee Member Hathaway for Chairperson for the 2026 term.

The motion to elect Committee Member Hathaway passed by unanimous vote.

AYES:	Dolk, Harrington, Hathaway, McNichols, and Ross.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Committee Member Harrington nominated herself for Vice Chair.

Committee Member McNichols nominated Committee Member Dolk for Vice Chair.

Committee Member Dolk politely declined the nomination.

The motion to elect Committee Member Harrington for Vice Chair passed by unanimous vote.

AYES:	Dolk, Harrington, Hathaway, McNichols, and Ross.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Announcements

General Manager Dan York (GM York) announced:

- Information to the Committee about the process for contacting staff regarding agenda and non-agenda items. He stated that the General Manager serves as the primary point of contact for the Board and Committees and requested that Committee members coordinate through him when seeking information or staff input. He additionally reminded the Committee that it was a Brown Act Committee and must comply with all Brown Act requirements.

Public Comment

Cindy Leidehl expressed concerns regarding an increase in Advisory Committee member compensation, associated costs, accountability, and meeting practices, and questioned the continued need for the Advisory Committee.

Kathy Lauer (Ms. Lauer) read a message from Heather Hutchinson who requested information on two specific contract services. She additionally expressed concerns about the priorities of the Advisory Committee members.

Consent Items

2. Draft Minutes of October 22, 2025, Del Paso Manor Advisory Committee Meeting

Committee Member Ross moved to approve the Consent Item; Committee Member Dolk seconded. The motion passed by unanimous vote.

AYES:	Dolk, Harrington, Hathaway, McNichols, and Ross.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

3. **Discuss the Allocation and Spending of Del Paso Manor Service Area Rate Revenues**

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

Roy Wilson asked additional clarifying questions.

4. **Fiscal 2025 Year-End Budget to Actual Report**

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

Ms. Lauer asked additional clarifying questions.

5. **Final Report on Billing Discrepancies**

Julie Nemitz (Ms. Nemitz) presented the staff report and answered clarifying questions.

Committee Member Harrington expressed appreciation to Ms. Nemitz for identifying the errors.

Ms. Lauer asked clarifying questions.

6. **Division of Drinking Water Domestic Water Supply Permit Update**

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

GM York recognized AGM Underwood and his team for their efforts. He noted that AGM Underwood and his team worked with Division of Drinking Water to advance the permit amendment on their priority list, noting that projects of this nature typically take one to three years; however, this project was moved forward on an accelerated timeline due to the trusting partnership the two agencies have developed.

7. **Grant Funding Application – Status Update**

Mr. Ott presented the staff report.

AGM Underwood provided additional information.

Ms. Lauer asked clarifying questions.

8. **Preventive Maintenance Program in Del Paso Manor Service Area Update**

Mike Simi presented the staff report and answered clarifying questions.

Ms. Lauer asked clarifying questions and commended the preventive maintenance staff for their work.

9. **Del Paso Manor Service Area Pipeline Project Area 2D Update**

Jason Marks presented the staff report and answered clarifying questions.

10. **Committee Member Comments**

Committee Member Dolk thanked staff and stated that they did a great job.

GM York stated that the Management Team presented at an all-staff meeting on the District's 2025 accomplishments and offered to provide the presentation to Committee Members.

Committee Member Ross expressed appreciation to staff.

Adjournment

Chair Hathaway adjourned the meeting at 5:29 p.m.

Heather Hernandez-Fort
Board Secretary
Sacramento Suburban Water District

DRAFT



Agenda Item: 2

Date: April 22, 2026

Subject: Hydraulic Model Analysis to Assess Identified Capacity Deficiencies in the Del Paso Manor Service Area

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

Recommended Committee Action:

Receive staff presentation and direct staff as appropriate.

Background:

An update to the former Del Paso Manor Water District’s (DPMWD’s) Master Plan (HydroScience, 2022) identified numerous items for improvement to the system, including the system’s ability to provide adequate fire flow. However, with the addition of the former DPMWD into Sacramento Suburban Water District (SSWD) as the Del Paso Manor Service Area (DPMSA), SSWD will need to confirm any system deficiencies to be able to develop recommendations to allocate capital funds to new DPMSA system improvement projects.

Discussion:

In order to be able to confirm deficiencies, the DPMSA water system needs to be integrated into SSWD’s existing hydraulic model. To do this, staff will integrate the most up to date DPMSA model information, GIS files, SSWD-DPMSA interties, and record drawings into SSWD’s hydraulic model. Information will include information such as well pump curves, production data, monthly billing data, and SCADA information.

Following integration of the DPMSA system into the existing SSWD hydraulic model, staff plans to analyze the DPMSA for hydraulic deficiencies – including meeting fire flow requirements. The results of the analysis will drive recommended upgrades to the system. Currently staff is requesting funding through the Department of Financial Assistance for this model update and hydraulic analysis and will likely look to do the same for any recommendations that result from the analysis.

The proposed fee for completing the update and analysis is \$57,355. Upon approval of the scope and fee, the project should take approximately five months to complete.



Agenda Item: 3

Date: April 22, 2026

Subject: 2025 Del Paso Manor Service Area Financial Report

Staff Contact: Jeff Ott, Director of Finance and Administration

Recommended Committee Action:

Receive staff presentation on the 2025 Del Paso Manor Service Area Financial Report.

Background:

As part of the conditions of the reorganization between Sacramento Suburban Water District (SSWD) and the former Del Paso Manor Water District (DPMWD), a separate accounting was to be maintained of the revenues and expenditures of each service area. Subsequent to the reorganization, the DPMWD service area became the Del Paso Manor Service Area (DPMSA). The rate payers of each service area are to be responsible for their own capital expenditures, debt service and operating costs from the revenues billed for each service area. The revenues, capital expenditures and debt service costs of each service area are readily available in the SSWD's financial accounting system. However, there does not exist an efficient way to track all discrete operating costs between the two services areas as there are general and administrative costs that need to be shared between the two service areas. To address this situation, the SSWD Board approved an allocation model to allocate combined operating costs between the two service areas based on connections. At the time of model development, the allocation percentage was fixed at 3.691%.

Discussion:

Commencing on July 1, 2025, SSWD began accounting for the revenues, capital expenditures and debt service costs of the DPMSA. At the completion of Calendar Year 2025 (CY2025), SSWD's operating expenses were totaled from July 1, 2025, through December 31, 2025. This figure was then used to calculate the operating cost contribution from the DPMSA. This staff report is being prepared to present the operating results of the DPMSA for the period July 1, 2025, through December 31, 2025, and to reconcile the DPMSA reserve balances, capital and operating, as of December 31, 2025.

Revenues and Sources of Funds

	<i>For the Period July 1, 2025, to December 31, 2025</i>		
	Budget	Actual	Variance
Income			
Income from Customers & Transfers:			
Water Sales Charge	\$ 1,114,000.00	\$ 934,495.83	\$ (179,504.17)
Water Service Charge	102,000.00	206,080.32	104,080.32
Capital Improvement Charge	573,000.00	575,218.60	2,218.60
Water Transfers			
Other Charges for Service		1,493.74	1,493.74
Total Income from Customers & Transfers	\$ 1,789,000	\$ 1,717,288	\$ (71,712)
Other Income:			
Interest and Investments	\$ 15,000	\$ 27,511	\$ 12,511
Other Income	-	5,266	5,266
Proceeds from Disposal of Assets	-	-	-
Capacity Fees	-	-	-
Grant Income	-	-	-
Total Other Income	15,000	32,777	17,777
Total Income	\$ 1,804,000	\$ 1,750,066	\$ (53,934)

Income from Customers & Transfers

Income from Customers and Transfers were less than budget by approximately \$72,000 (-4.0%). This is primarily due to the reduction in revenues as a result of customer billing errors corrected in the District’s billing system.

Other Income

Interest and investment income came in approximately \$13,000 (83.4%) over budget primarily due to underestimating the actual yield on the deposited former DPMWD cash.

Other income was the result of a vehicle sale.

Total revenues and sources of funds came in approximately \$54,000 (2.98%) under budget for the year (July 1, 2025 – December 31, 2025).

Operating Costs

	<i>For the Period July 1, 2025, to December 31, 2025</i>		
	Budget	Actual	Variance
Operations and Maintenance Expenses:			
Total District O&M Expenses	\$ 16,251,960	\$ 16,460,972	\$ (209,012)
DPMSA O&M Allocation (3.691%)	599,860	607,574	(7,714)
Total Operations and Maintenance	\$ 599,860	\$ 607,574	\$ (7,714)

2025 Del Paso Manor Service Area Financial Report

April 22, 2026

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Debt Service Costs

	<i>For the Period July 1, 2025, to December 31, 2025</i>		
	Budget	Actual	Variance
Debt Service:			
Debt Service - Principal	\$ -	\$ -	\$ -
Debt Service - Interest	61,000	61,441	(441)
Total Debt Service	\$ 61,000	\$ 61,441	\$ (441)

Interest payments are due June 30 and December 31 of each year and principal is due December 31 of each year. For the period July 1, 2025 – December 31, 2025, only the December 31 interest payment was made.

Capital Costs

Staff allocated \$850,000 for capital expenditures for the period July 1, 2025, through December 31, 2025. This allocation was to cover the current preventive maintenance (PM) improvements identified during the PM assessment of the DPMSA, cover remaining costs for the Well 9 generator, hydraulic model update, chemical system upgrade, some well rehabilitation work and for the Area 2D main replacement project.

The table below reconciles CY2025 Budget with actual amounts spent. Unspent budgets on uncompleted projects are available during calendar year 2026.

	<i>For the Period July 1, 2025, to December 31, 2025</i>		
	Budget	Actual	Variance
Capital Expenditures:			
Area 2D Main Replacement	\$ 350,000	\$ 285,717	\$ 64,283
Valve/Hydrant/Service Replacement*	365,000	343,454	21,546
Hydraulic Model Update	25,000	-	25,000
Chemical System Upgrade	10,000	-	10,000
Well 9 Generator	50,000	35,505	14,495
KPM Well Rehab*	50,000	48,715	1,285
Total Spent	\$ 850,000	\$ 711,391	\$ 138,609
*completed projects			

Operating Summary:

	<i>For the Period July 1, 2025, to December 31, 2025</i>		
	Budget	Actual	Variance
Total Income	\$ 1,804,000	\$ 1,750,066	\$ (53,934)
Total Operations and Maintenance	(599,860)	(607,574)	(7,714)
Amount Remaining for Debt & Capital	1,204,140	1,142,491	(61,649)
Total Debt Service	(61,000)	(61,441)	(441)
Amount Remaining for Capital	1,143,140	1,081,050	(62,090)
Capital Costs	(850,000)	(711,391)	138,609
Increase/(Decrease) to Reserves	\$ 293,140	\$ 369,659	\$ 76,519

2025 Del Paso Manor Service Area Financial Report

April 22, 2026

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The actual surplus for CY2025 is \$369,659 compared to \$293,140 as budgeted for a positive variance of \$76,519. The total surplus \$369,659 will be transferred to DPMSA reserves.

Reserves

<u>Committed Reserves:</u>	<u>12/31/2025</u>
Operating Cash – June 30, 2025	\$ 2,312,840
BMO Payments	(713,291)
BMO Chargebacks	(112)
BMO Receipts	453,381
BMO Transfers to SSWD	(1,829,130)
BMO Transfers to DPM WA	(223,688)
Sub total	-
WA Operating Acct Receipts	\$ 377,929
WA Operating Acct Payments & Debits	(1,837)
WA Operating Acct Transfer to DPM WA	(376,092)
Sub total	-
WA MM Account SSWD Transfer in	\$ 1,630,685
WA MM Account DPM Transfer in	599,779
WA MM Account Charges	(25)
WA MM Account Interest	27,511
Sub total	<u>\$ 2,257,950</u>
Cash Money Market – December 31, 2025	<u>\$ 2,257,950</u>
Reconciliation Adjustments:	
DPM June 30, 2025 accounts receivable (AR) Balance	\$ 436,097
DPM December 31, 2025 AR Balance	(306,466)
DPMSA Expenses Paid by SSWD	(250,055)
Combined Expenses paid by DPMSA	1,388
AT&T Refund (Prior to 7/1/2025)	(362,696)
Other Customer Refunds	(137,551)
2025 DPMSA Reserve Contribution	369,659
2025 DPMSA Operating Cost Allocation	(607,199)
Total Adjustments:	<u>(857,199)</u>
Ending Reserve Balance	<u>\$ 1,400,750</u>
CIP Reserve Balance (Calculated)	1,088,019
Operating Reserve Surplus/(Deficit)	<u>312,731</u>
Ending Reserve Balance	<u>\$ 1,400,750</u>

The reconciliation adjustments are the result of transactions that occurred subsequent to the reorganization that affect the DPMSA cash reserves. Initially, while DPMSA customers were being billed in the DPMWD billing system, cash receipts continued to be deposited into the DPMWD BMO bank account. Once the transition to the SSWD billing system occurred, all cash

receipts were deposited into the SSWD general bank account. The above reconciliation reconciles the DPMSA cash account (bank balance) to the results of operations and other various expenditures related to the DPMSA of which the DPMSA is responsible for funding. The DPMSA cash balance is calculated from the various transactions that require DPMSA funds and a reconciliation of DPMSA receivables and billings from July 1, 2025, through December 31, 2025. The following describes the nature of each of these adjustments.

DPM June 30, 2025 AR Balance: To arrive at the actual cash balance for the DPMSA the change in accounts receivable is used to reconcile to cash. Beginning AR plus revenue (billings) minus ending AR = cash receipts. Unlike SSWD, the DPMSA does not have any other accounts that are needed to reconcile to cash as of December 31, 2025. This number is from the DPMWD June 30, 2025, Audited Financial Statements.

DPM December 31, 2025 AR Balance: To arrive at the actual cash balance for the DPMSA the change in accounts receivable is used to reconcile to cash. Beginning AR plus revenue (billings) minus ending AR = cash receipts. Unlike SSWD, the DPMSA does not have any other accounts that are needed to reconcile to cash as of December 31, 2025. This number is from the SSWD AR reconciliation worksheet.

DPMSA Expenses Paid by SSWD: During the transition from DPMSA to SSWD, certain expenditures related to DPMSA were paid from SSWD cash. The majority of this reconciling item relates to the \$235,278 payment to CalPERS OPEB Trust to bring parity of the DPMSA OPEB net liability with that of SSWD. Other costs relate to the final audit (\$5,800), outreach to DPMSA customers (\$5,500), and office wind down expenses (\$2,800).

Combined Expenses paid by DPMSA: During the transition from DPMSA to SSWD certain expenditures related to post July 1, 2025, combined expenses were paid from DPMSA cash. This adjustment relates to telecommunication and utility costs paid by DPMSA funds that related to post July 1, 2025, expenses and should be included in the operating cost allocation.

AT&T Refund (Prior to 7/1/2025): Subsequent to the reorganization, SSWD staff continued to bill DPMSA customers utilizing the existing DPMWD billing system while SSWD staff conducted various processes to validate attributes used for billing purposes. These processes included meter verifications, meter testing, parcel size confirmation with county records and review of billing system setup. These confirmations of billing attributes were to be completed prior to transitioning to the SSWD billing system. During these confirmations, several billing attributes were discovered to be inaccurate. A particular AT&T account was determined to be billing incorrect units of consumption. A complete report can be found in the SSWD Board meeting packet for the October 20, 2025, regular Board meeting, agenda item 7. The amount of this reconciliation item (\$362,696) is the amount that affected DPMSA net position prior to July 1, 2025. The billing errors occurring from July 1, 2025 (\$47,859), would be offset against DPMSA revenue for the period July 1, 2025, through December 31, 2025, and therefore would be included in the calculation of the Increase/(Decrease) to Reserves shown above.

Other Customer Refunds: Subsequent to the reorganization, SSWD staff continued to bill DPMSA customers utilizing the existing DPMWD billing system while SSWD staff conducted various processes to validate attributes used for billing purposes. These processes included meter verifications, meter testing, parcel size confirmation with county records and review of billing system setup. These confirmations of billing attributes were to be completed prior to transitioning to the SSWD billing system. During these confirmations, several billing attributes were discovered to be inaccurate for approximately 200 accounts. A complete report can be found in the SSWD Board meeting packet for the December 15, 2025, regular Board meeting, agenda item 16. The amount in this reconciliation (\$137,551) is the amount of all billing errors both pre- and post- July 1, 2025, and were offset against DPMSA net position and therefore are not included in the calculation of the Increase/(Decrease) to Reserves shown above.

2025 DPMSA Reserve Contribution: This amount (\$369,659) represents the excess of revenues billed and collected from the DPMSA over the actual expenditures disbursed for the DPMSA. This amount is in essence the net income of the DPMSA for the period July 1, 2025, through December 31, 2025, and will be added to DPMSA reserves.

2025 DPMSA Operating Cost Allocation: This amount (\$607,199) represents the allocation of overall SSWD operating expenditures to the DPMSA and is payable to SSWD.

The summation of all these reconciliation adjustments (\$857,199) results in the DPMSA reserves disbursing \$857,199 to SSWD.

Fiscal Impact:

The fiscal impact is a transfer of \$857,199 from the Del Paso Manor Service Area bank account to the SSWD general fund bank account.

Strategic Plan Alignment:

Goal C: Ensure Fiscal Responsibility and Affordable Rates

Attachment:

1. Del Paso Manor Service Area Operating Statement

Attachment 1

DEL PASO MANOR SERVICE AREA
OPERATING STATEMENT

From July 1, 2025 Through Wednesday, December 31, 2025

	12/31/2025 - YTD		
	Budget	Actual	Variance
Income:			
Income from Customers & Transfers:			
Water Sales Charge	\$1,114,000.00	\$934,495.83	(\$179,504.17)
Water Service Charge	102,000.00	206,080.32	104,080.32
Capital Improvement Charge	573,000.00	575,218.60	2,218.60
Water Transfers			
Other Charges for Service		1,493.74	1,493.74
Total Income from Customers & Transfers	1,789,000.00	1,717,288.49	(71,711.51)
Other Income:			
Interest and Investments	15,000.00	27,511.05	12,511.05
Other Income		5,266.10	5,266.10
Gain on Sale of Assets			
Capacity Fees			
Grant Income			
Total Other Income	15,000.00	32,777.15	17,777.15
Total Income	1,804,000.00	1,750,065.64	(53,934.36)
Expenditures:			
Operations and Maintenance Expenses:			
Total District O&M Expenses	16,251,960.45	16,460,972.39	(209,011.94)
DPMSA O&M Allocation (3.691%)	599,859.86	607,574.49	(7,714.63)
Amount Remaining for Debt & Capital	1,204,140.14	1,142,491.15	(61,648.99)
Debt Service:			
Debt Service - Principal			
Debt Service - Interest	61,000.00	61,441.26	(441.26)
Total Debt Service	61,000.00	61,441.26	(441.26)
Amount Remaining for Capital	1,143,140.14	1,081,049.89	(62,090.25)
Capital Expenditures:			
Capital Expenditures (GL) (control total)	850,000.00	711,391.06	138,608.94
Increase/(Decrease) to Reserves	293,140.14	369,658.83	76,518.69



Agenda Item: 4

Date: April 22, 2026

Subject: Grant Funding Application – Status Update

Staff Contact: Jeff Ott, Director of Finance and Administration

Recommended Committee Action:

No recommended action, informational only.

Discussion:

On January 14, 2026, staff received an email from Ryan Mitchell (Mr. Mitchell), State Water Resources Control Board, Division of Financial Assistance (DFA) Project Manager, asking clarifying questions on the Area 2D Main Replacement project (Phase 1) regarding non-residential meter counts as these are ineligible for grant funding. In addition, grant funds are only available for paving of trench width plus 1 foot either side. Mr. Mitchell indicated that if Sacramento County paving requirements are more than what DFA are able to provide, add that as justification for additional paving costs. Mr. Mitchell also wanted to know the non-residential meter counts for the remaining meter retrofits under the second project (Phase 2). For the Phase 3 project (fire flow requirements) he is going to use our high estimate (\$12.0 million) value for the feasibility/planning, design, and construction cost for a fire flow solution. Mr. Mitchell would like to know if it would be possible for SSWD to identify the estimated feasibility costs (hydraulic modeling and planning costs needed to evaluate the issue and determine/select a recommended alternative), but not develop full plans and specifications. He indicated that the District would need to condition the agreement in a way to allow access only to planning funds for Phase 3 and not construction funds until additional approvals are met.

In the meantime, Mr. Mitchell is going to mockup a Scope of Work template for the project phasing and request the Environmental Review Unit to clear the Area 2D portion (Phase 1).

On February 4, 2026, staff responded to Mr. Mitchell’s request stating that District review indicated that there are only 5 non-residential connections in the Area 2D Main Replacement project area and no non-residential connections in the Phase 2 meter retrofit project area. Staff also responded that the District is working on developing an estimated cost to determine the best alternative to meet the fire flow requirements of the DPMSA.

On March 23, 2026, staff emailed Mr. Mitchell the cost estimate related to determining the best alternative to meet the fire flow requirements of the DPMSA. To date, staff have not been contacted by DFA with an updated status or with a request for additional information.

Grant Funding Application – Status Update

April 22, 2026

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Staff will provide any updates received subsequent to finalizing this staff report to the Board.

Fiscal Impact:

No fiscal impact at this time.



Agenda Item: 5

Date: April 22, 2026

Subject: Preventive Maintenance Program in Del Paso Manor Service Area Update

Staff Contact: Mike Simi, Operations Manager

Recommended Committee Action:

No recommended action, informational only.

Discussion:

Preventive Maintenance

Sacramento Suburban Water District (District) continues implementation of its Preventive Maintenance (PM) Program in the Del Paso Manor Service Area (DPMSA). Staff have successfully completed 100% of all initially identified PM findings, addressing items identified through targeted inspections and reactive maintenance. These efforts have strengthened system reliability, reduced emergency repair needs, and extended the useful life of District infrastructure.

Activity	Complete	Current Cost	Pending/In Progress	Projected Cost
Hydrant Repairs	18	\$10,000	0	
Hydrant Replacement	7	\$188,000	0	
Valve Replacement	15	\$138,000	0	
Valve Box Maint.	78	\$22,000	0	
Valve Locate	19	\$3,000	0	

Total		\$361,000		\$0
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Water Meter Update

Meter Testing Summary

Staff identified 22 water meters that had the ability to be tested and conducted meter accuracy testing following American Water Works Association (AWWA) Standards. The meters were tested in place in the field using a certified portable meter tester. Eight of the meters tested met AWWA Standards and 14 failed with an average accuracy of 79%. Work Orders have been

created to modify or replace services as necessary to replace failed meters, with prioritization based on highest lost revenue.

Conversion of Existing Water Meters to Advanced Metering Infrastructure

The District utilizes Advanced Metering Infrastructure (AMI) meter reading technology to remotely read all of its water meters. All 118 existing water meters within the DPMSA are direct-read meters intended to be manually read by a meter reader.

Staff have investigated all existing water meters and have determined that all lack the necessary technology to convert to AMI. In addition, staff have determined that the majority of the existing meters have outlived their useful life and no longer meet AWWA Standards. All existing DPMSA water meters require replacement.

Cost Estimate

Mitigating the findings identified with DPMSA commercial water meters is anticipated to cost up to \$2.6 million. This estimate is likely on the high side as it anticipates that all existing services will require a full upgrade to accommodate the new meters. In actuality, some of the services, especially those 1” and smaller in diameter, may not require full replacement. That will not be known until excavation occurs.

Staff continue advancing infrastructure improvements within the DPMSA to achieve system parity with District standards. Investment in upgrading DPMSA water metering infrastructure is expected to improve billing accuracy, operational efficiency, system reliability, and customer trust. All meters will be placed on the District’s established PM schedules to ensure ongoing accuracy.

A total of \$1,000,000 has been budgeted for improvements in Calendar Year 2026. 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	\$12,000.00
1.0" Service Connections			27	\$324,000.00
1.5" Service Connections	3	\$31,000	16	\$304,000.00
2.0" Service Connections	5	\$35,000	43	\$817,000.00
3.0" Service Connections	1	\$35,000	14	\$602,000.00
4.0" Service Connections	2	\$130,000	3	\$132,000.00
6.0" Service Connections			2	\$150,000.00

Total **\$231,000** **\$2,341,000**

Cost projections are calculated based on the current 2025–26 Water Service Agreement (WSA) and includes meter and endpoint material costs.

Preventive Maintenance Program in Del Paso Manor Service Area Update

April 22, 2026

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Production Preventive Maintenance

Status – On Track

	March 2026	Monthly Average CY 2026	Total CY 2026	Total # in System	Goal CY 2026	% of Goal Completed in CY 2026
Preventive Maintenance Program - Production						
Air Release Valves	5	2	6	6	6	100%
Chemical Systems - Sodium Hypochlorite	2	2	5	5	5	100%
Generator Inspection & Maintenance	-	-	-	2	2	0%
Generator Load Bank Testing	-	-	-	2	-	N/A**
Generator Battery Replacement	-	-	-	2	-	N/A**
Hydraulic Control Valves	2	1	2	2	2	100%
Level Transducers	1	1	2	2	2	100%
Motors (Vertical Turbine)	3	2	5	5	5	100%
Pressure Transducers	4	2	5	5	5	100%
Sumps and Associated Pumps	-	0	1	1	1	100%

*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.



Agenda Item: 6

Date: April 22, 2026

Subject: Del Paso Manor Service Area Pipeline Project Area 2D Update

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

Recommended Committee Action:

No recommended action, informational only.

Background:

In 2024, the former Del Paso Manor Water District retained Forsgren Associates, Inc. (Forsgren) to complete a design and prepare construction documents for the replacement of approximately 5 miles of aging outside diameter steel (ODS) water mains in Area 2D (Project 2D). These mains, located in backyards with unmetered customer connections, have exceeded their useful life and present ongoing maintenance and service reliability challenges. The project involves installing new pipelines to the public right-of-way (streets) and meter-ready service connections. This project will improve system reliability and accessibility for maintenance and repairs. Staff anticipates that the project will be ready to be put out to bid in approximately four months, provided funding is identified. The 100 percent design documents have been submitted and County and State permitting is anticipated to take up to 12 weeks. An effort to complete a Meter Siting Study is also underway and expected to take approximately four months and will run concurrently with other tasks.

Discussion:

A key part of the Area 2D Project includes siting meter locations and reconnection of approximately 430 properties. These surveys are invaluable to combine technical accuracy of the project with effective public outreach. During the survey staff will be looking to obtain:

- Meter location on the property
- Connection point and size of service
- Utility conflicts and field conditions
- Photographs to enhance bid documents

Staff plans to meet with property owners directly or by appointment using methods such as knocking on doors, a letter mailed to the property, and door hangers to facilitate scheduling. Where possible, staff plans to connect to existing services at the front of properties, but each property's unique property layout, pools, and complex landscaping will need to be weighed to balance cost, maintenance, and other specific needs.

Field surveys will be grouped by location and are planned to begin in May 2026 with an estimated duration of approximately four months.



Agenda Item: 7

Date: April 22, 2026

Subject: Committee Member Comments

Staff Contact: Dan York, General Manager

This is a placeholder for Del Paso Manor Committee Member comments.