

ITEM #5.A

Approval of Minutes of the December 05, 2023 Regular Meeting



**REGULAR MEETING OF THE BOARD OF DIRECTORS
DEL PASO MANOR WATER DISTRICT**

DRAFT MINUTES

**December 05, 2023 6:00 PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

1. CALL TO ORDER:

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

2. ROLL CALL:

Directors Present: President Ryan Saunders, Gwynne Pratt, and David Ross

Directors Absent: Carl Dolk and Bob Matteoli

| | | |
|----------------|-----------------------------|-------------------|
| Staff Present: | General Manager | Adam Coyan |
| | Office Manager | Victoria Hoppe |
| | Field Manager | Mike Jenner |
| | Certified Public Accountant | Robert Merritt |
| | Assistant Legal Counsel | Lauren Bernadette |

A quorum of the Board was present.

3. ADOPTION OF AGENDA: Members may pull an item from the agenda.

Director Ross made a motion to adopt the agenda. The motion was seconded by Director Pratt. The agenda was adopted on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

4. PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA The Board of Directors welcomes participation at these meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the public, California law prohibits the Board from acting on any matter which is not on the posted agenda, unless the members determines that it is an emergency or other situation specified in Government Code Section 54954.2. Public comments are limited to five (5) minutes per individual. Please make your comments directly to the DPMWD Chair. Comments will be accepted via teleconference and in writing.

(6:01 pm)

President Saunders called for public comment.

Roy Wilson spoke to President Saunders' resignation from the Board.

Seeing no further comments, President Saunders closed public comment.

President Saunders fielded public comment inquiries.

5. CONSENT CALENDAR: All items under Consent Calendar will be considered together by one action of the Board, any Member or members of the public may request that an item be removed and considered separately.

(6:03 pm)

Request was made for Item 5.A to be discussed and considered separately.

Item 5.A: Approval of Minutes of the November 07, 2023 Regular Meeting

President Saunders called for public comment.

Trish Harrington spoke to the minutes.

Roy Wilson spoke to the minutes.

Seeing no further comments, President Saunders closed public comment.

Director Ross made a motion to approve the Consent Calendar Item 5.A amending clarification to public comment regarding merger discussions. The motion was seconded by Director Pratt. The motion was approved on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

Item 5.B: Approval of Warrants and Payroll

Director Ross made a motion to approve the Consent Calendar Item 5.B. The motion was seconded by Director Pratt. The motion was approved on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

6. PUBLIC HEARING:

There were no Public Hearing items to consider.

7. OLD BUSINESS:

There were no Old Business items to consider.

8. NEW BUSINESS:

Item 8.A: Budget to Actuals

(6:10 pm)

Certified Public Accountant Merritt presented the staff report and fielded inquiries from the Board.

President Saunders called for public comment.

Trish Harrington provided general inquiry and comments regarding the presentation.

Roy Wilson provided general inquiry and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

Certified Public Accountant Merritt fielded public comment inquires.

Item 8.B: Presentation on District Funding Options

(6:19 pm)

Holman Capital Representative Lance Holman presented, accompanied by a PowerPoint, and fielded questions from the Board.

President Saunders called for public comment.

Carol Rose provided general inquiries and comments regarding the presentation.

Roy Wilson provided general inquiries and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

Item 8.C: Total Compensation Systems, Inc. Consulting Services Agreement for GASB 75 Actuarial Valuation Services

(7:04 pm)

Certified Public Accountant Merritt presented the staff report.

President Saunders called for public comment. Seeing no one come forward, he closed public comment.

President Saunders and staff fielded public comment inquires.

Director Ross made a motion to approve the agreement. The motion was seconded by Director Pratt. The motion was approved on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

Item 8.D: Procedure for Filling Vacancy on Board of Directors

(7:06 pm)

Assistant Legal Counsel Bernadette presented the staff report.

President Saunders called for public comment.

Roy Wilson provided general inquiries and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

Discussion commenced and unanimous consent was met to accept President Saunders' resignation effective February and have the appointment on the March meeting agenda.

9. FIELD REPORT: Verbal report

Item 9.A: Field Report on Current and Upcoming Projects

(7:36 pm)

Field Manager Jenner summarized the staff report.

President Saunders called for public comment. Seeing no one come forward, President Saunders closed public comment.

10. DIRECTOR REPORT ON COMMITTEE MEETINGS: Verbal report

Each Board Member will have 5 minutes to report out on all associated committees

Item 10.A: Director Dolk

American Water Works Association (AWWA)
Association of California Water Agencies (ACWA)

Item 10.B: Director Matteoli

Association of California Water Agencies (ACWA) Agriculture
Association of California Water Agencies (ACWA) Groundwater
Sacramento Groundwater Authority (SGA)

Item 10.C: Director Ross

California Rural Water Authority (CRWA)
California Special Districts Association (CSDA)

Item 10.D: Director Saunders

Joint Powers Insurance (JPIA)

Item 10.E: Director Pratt

Regional Water Authority (RWA)
Water Forum

(7:38 pm)

Directors provided brief reports on committee meetings they attended or would attend at future meetings.

11. GENERAL MANAGERS COMMENTS: Verbal report

(7:43 pm)

General Manager Coyan provided an update on general District matters.

President Saunders called for public comment.

Roy Wilson provided general comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

General Manager Coyan fielded inquiry from public comments.

12. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Gov. Code section 54957: General Manager

This item was heard out of order.

13. DIRECTORS COMMENTS: Verbal information, non-action comments.

(7:45 pm)

Director Ross thanked staff for the aging report.

14. FUTURE AGENDA REQUESTS: Directors can suggest topics they would like on future agendas

(7:46 pm)

Director Pratt requested a discussion on projects and priorities. Support was provided by all Directors.

12. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Gov. Code section 54957: General Manager

This item was heard out of order.

President Saunders called for public comment.

Carol Rose spoke to the Closed Session item and expressed support for General Manager Coyan.

Roy Wilson spoke to the Closed Session item and expressed support for General Manager Coyan.

Seeing no further comments, President Saunders closed the public comment.

President Saunders recessed the open session and convened the closed session at 7:49 pm.

The open session reconvened at 8:16 pm.

President Saunders reported there was no reportable action.

15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for January 02, 2023

Director Pratt made a motion to adjourn. Director Ross seconded the motion. There being no further business, the Board of Directors meeting adjourned at 8:16 p.m.

APPROVAL:

ATTEST:

Ryan Saunders, President of the Board

Norma I. Alley, MMC, Clerk of the Board

ITEM #5.B

Approval of Warrants and Payroll

Del Paso Manor Water District
VENDORS PAID / APPROVED - DECEMBER 2023

| VENDORS NAME | DESCRIPTION | CIP | AMOUNT | CHECK # |
|--|--|------------|---------------|----------------|
| ACWA JPIA | Auto & General Liability Program (10/1/2023-2024 Policy Year) | | \$49,427.00 | 10859 |
| ACWA JPIA | Health | | \$667.35 | 10836 |
| ADP | Payroll | | \$22,488.12 | EFT |
| ADP Taxes | Payroll Taxes | | \$11,625.88 | EFT |
| A.I. Electric | Well 7 | | \$10,326.01 | 10837 |
| Appletree Answers | Answering service | | \$533.51 | CC |
| AT&T | Internet; Phone/Fax | | \$85.60 | CC |
| AT&T | Phone | | \$347.22 | CC |
| AT&T | Phone | | \$214.77 | CC |
| AT&T Mobility | Cell Phones; iPads | | \$507.73 | CC |
| BSK | Labs | | \$1,393.00 | 10838 |
| CalPers | Employee Contribution - Classic | | \$2,400.85 | EFT |
| CalPers | Employee Contribution - Pepra | | \$3,098.22 | EFT |
| CalPers | Health | | \$12,878.03 | EFT |
| CalPers | Unfunded Liability - Classic | | \$5,958.92 | EFT |
| City of Sacramento | Water Forum 2.0 Cost Share Agreement | | \$2,441.00 | 10839 |
| DEX.YP | Yellow Pages | | \$15.50 | CC |
| Emigh Hardware | Material/Supplies | | \$557.97 | 10840 |
| Employment Development Department | Employment Tax | | \$5,850.00 | 10841 |
| First Foundation Bank | Bond Interest Payment (06/02/2023 - 12/03/2023) (Pay Per Prior Approval) | | \$67,665.00 | 10860 |
| Forsgren Associates, Inc. | Services Rendered Thru 10/25/2023 (On-Call Services) | | \$4,485.00 | 10842 |
| Forsgren Associates, Inc. | Services Rendered Thru 11/25/2022 (Well 9 Engineering) | | \$551.25 | 10842 |
| Frank Ranells | COE Refund | | \$1,073.03 | 10843 |
| Ferguson Waterworks | Sample Station Cover | | \$770.15 | 10844 |
| Iconix Waterworks, Inc. | 2116 Lorenzo | | \$724.63 | 10845 |
| Kronick, Moskovitz, Tiedemann & Girard | Services Rendered Through October 2023 | | \$14,104.66 | 10846 |
| Leaf | Photocopy Machine Lease | | \$172.92 | EFT |
| Legacy Cleaning Services | Maryal office | | \$160.00 | CC |
| Loewen Pump Maintenance | Well 7 | | \$600.00 | 10847 |
| Munibilling | Merchant Return Fees | | \$20.00 | 10848 |
| PG&E | Gas | | \$8.04 | EFT |
| Regional Government Services (RGS) | October 2023 Clerk Services | | \$1,237.14 | 10849 |
| Regional Water Authority (RWA) | F/Y 2023/2024 Annual Water Efficiency Program | | \$3,441.00 | 10850 |
| Robert Merritt | CPA - Services Rendered Through October 2023 | | \$1,187.50 | 10851 |

Del Paso Manor Water District
VENDORS PAID / APPROVED - DECEMBER 2023

| | | | | |
|---|---|--|------------|-------|
| Sacramento County Utilities | Utilities | | \$242.68 | EFT |
| Sierra Chemical Company | Chemicals | | \$302.00 | 10852 |
| Smud | Account# 7000000179 | | \$8,129.54 | 10853 |
| State Water Resources Control Board (SWRCB) | Annual Permit Fee (07/01/2023 - 06/30/2024) | | \$868.00 | 10854 |
| Streamline | Website | | \$249.00 | CC |
| Terrapin Technology Group | Software / Computers | | \$327.05 | 10855 |
| Uinta Holdings, LLC | January 2023 Rent | | \$2,700.00 | 10856 |
| Umpqua Bank | District Credit Card | | \$6,777.25 | 10857 |
| VOYA | November 2023 Emp. Contribution | | \$500.00 | 10858 |
| Wex Bank | Gas | | \$529.28 | EFT |
| Wizix Technology Group, Inc. | Photocopy Machine | | \$585.90 | CC |

MONTHLY TOTAL----->

\$0.00

\$248,227.70

Approved at December 05, 2023 Regular Meeting

TOTAL CHECKS ISSUED: 25

PAID VIA CREDIT CARD (CC): 18

PAID VIA ELECTRONIC FUNDS TRANSFER (EFT): 10

*** DISTRICT FILES INCLUDES INVOICES BEHIND CREDIT CARD BILL WHICH ARE AVAILABLE FOR REVIEW AT THE DISTRICT OFFICE**

Del Paso Manor Water District
VENDORS PAID / APPROVED - DECEMBER 2023

| UMPQUA DISTRICT CREDIT CARD - PAID DECEMBER 2023 | | | |
|--|---------------------|----------|------------|
| VENDORS NAME | DESCRIPTION | AMOUNT | PAID DATE |
| Amazon | Office Supplies | 75.00 | 12/1/2023 |
| Amazon | Office Supplies | 53.31 | 12/2/2023 |
| Amazon | Office Supplies | 32.84 | 12/2/2023 |
| Amazon | Office Supplies | 28.00 | 12/3/2023 |
| Zoom | Cloud Recording | \$40.00 | 12/4/2023 |
| Appletree Answers | Answering service | \$533.51 | 12/6/2023 |
| AT&T | Phone | \$347.22 | 12/6/2023 |
| AT&T | Phone | \$214.77 | 12/6/2023 |
| DEX.YP | Yellow Pages | 15.50 | 12/6/2023 |
| Legacy Cleaning Services | Maryal office | 160.00 | 12/6/2023 |
| Streamline | Website | 249.00 | 12/6/2023 |
| AT&T Mobility | Cell Phones; iPads | \$507.73 | 12/8/2023 |
| Swanson & Son Lock & Key | Well 6B | \$66.11 | 12/11/2023 |
| AT&T | Internet; Phone/Fax | \$85.60 | 12/12/2023 |
| Wizix Technology Group, Inc. | Photocopy Machine | 585.90 | 12/13/2023 |
| DoorDash | Staff Meeting | 72.39 | 12/15/2023 |
| GoDaddy | DPMWD Domain | 46.34 | 12/22/2023 |
| Smart & Final | Office Supplies | 61.76 | 12/27/2023 |

3,174.98

Del Paso Manor Water District
JANUARY 2024 VENDORS FOR APPROVAL

| VENDORS NAME | DESCRIPTION | CIP | AMOUNT | CHECK # |
|--|--|------------|---------------|----------------|
| ACWA JPIA | Health | | | |
| ACWA JPIA | Worker's Comp, Q2 (10/01/2023 - 12/31/2023) | | \$4,317.68 | |
| ADP | Payroll | | | |
| ADP Taxes | Payroll Taxes | | | |
| Appletree Answers | Answering service | | \$534.41 | |
| AT&T | Internet; Phone/Fax | | | |
| AT&T | Phone | | \$345.74 | |
| AT&T | Phone | | \$214.77 | |
| AT&T Mobility | Cell Phones; iPads | | | |
| BSK | Labs | | \$1,008.00 | |
| CalPers | Employee Contribution - Classic | | \$2,400.85 | |
| CalPers | Employee Contribution - Pepra | | \$2,943.86 | |
| CalPers | Health | | \$14,050.40 | |
| CalPers | Unfunded Liability - Classic | | \$5,958.92 | |
| DEX.YP | Yellow Pages | | \$15.50 | |
| Emigh Hardware | Material/Supplies | | \$310.13 | |
| Forsgren Associates, Inc. | Services Rendered Thru 11/25/2023 (Well 9 Engineering) | | \$2,697.50 | |
| Forsgren Associates, Inc. | Services Rendered Thru 11/25/2023 (Hydrolic Model Update) | | \$1,342.50 | |
| Forsgren Associates, Inc. | Services Rendered Thru 11/25/2023 (On Call Services) | | \$1,955.00 | |
| Iconix Waterworks, Inc. | 4268 Stock | | \$396.52 | |
| Kronick, Moskovitz, Tiedemann & Girard | Services Rendered Through November 2023 | | \$6,888.00 | |
| Leaf | Photocopy Machine Lease | | | |
| Legacy Cleaning Services | Maryal office | | \$160.00 | |
| Munibilling | Heartland Return Fee (Q1 Quarter Subscription & Merchant Fees) | | \$2,486.00 | |
| PG&E | Gas | | \$8.32 | EFT |
| Regional Government Services (RGS) | November 2023 Clerk Services | | \$979.04 | |
| Robert Merritt | CPA - Services Rendered Through November 2023 | | \$1,140.00 | |
| Sacramento Suburban Water District | Repairs to Becerra Way Intertie | | \$6,445.34 | |
| Sierra Chemical Company | Chemicals | | \$294.00 | |
| Sierra Chemical Company | Chemicals | | \$462.00 | |
| Smud | Account# 7000000179 | | \$7,488.01 | |
| State Water Resource Control Board (SWRCB) | Water System Annual Fees (07/01/2023 - 06/30/2024) | | \$14,730.13 | |
| Streamline | Website | | \$249.00 | |
| tak Communications, Inc | 2205 Ione Street | | \$5,584.12 | |

Del Paso Manor Water District
JANUARY 2024 VENDORS FOR APPROVAL

| | | | | |
|----------------------------------|---|--|------------|--|
| Terrapin Technology Group | Software / Computers | | \$222.35 | |
| Tony's Backflow Services | Backflow device Testing (Internal) | | \$385.00 | |
| Total Compensation Systems, Inc. | GASB 75 Roll-Forward Valuation (2023 2nd Installment) | | \$675.00 | |
| Total Compensation Systems, Inc. | GASB 75 Roll-Forward Valuation (2024 1st Installment) | | \$1,485.00 | |
| Uinta Holdings, LLC | February 2024 Rent | | \$2,700.00 | |
| Umpqua Bank | District Credit Card | | \$3,174.98 | |
| Victoria Hoppe | Interest Bond Payment Postage | | \$17.28 | |
| VOYA | December 2024 Emp. Contribution | | \$500.00 | |
| Wex Bank | Gas | | \$510.57 | |
| Wizix Technology Group, Inc. | Photocopy Machine | | \$97.45 | |

MONTHLY TOTAL----->

\$0.00 \$95,173.37

Del Paso Manor Water District
BOD Compensation Expense Summary
DECEMBER 2023

| DECEMBER 2023 MEETINGS | | DOLK | MATTEOLI | PRATT | ROSS | SAUNDERS |
|------------------------|---|------|----------|-------|-------|----------|
| | Board Meetings | | | | | |
| | DPMWD - Regular Board Meeting | | | 1 | 1 | 1 |
| | DPMWD - Special Board Meeting | | | | | |
| | DPMWD - Emergency Board Meeting | | | | | |
| | ADHOC Committee Meetings | | | | | |
| | Director Compensation Committee Meeting | | | | | |
| | Finance Standing Committee Meeting | | | | | |
| | General Counsel Review Committee | | | | | |
| | General Manager Evaluation Committee | | | | | |
| | LAFCo 2x2 Meeting | | | | | |
| | SSWD / DPMWD 2X2 Committee | | | | | |
| | Succession Planning Committee | | | | | |
| | Other Meetings | | | | | |
| | American Water Works Association (AWWA) <i>(Dolk)</i> | | | | | |
| | Association of California Water Agencies (ACWA) <i>(Dolk)</i> | | | | | |
| | Association of California Water Agencies (ACWA) Agriculture <i>(Matteoli)</i> | | | | | |
| | Association of California Water Agencies (ACWA) Groundwater <i>(Matteoli)</i> | | | | | |
| | California Rural Water Authority (CRWA) <i>(Ross)</i> | | | | | |
| | California Special Districts Association (CSDA) <i>(Ross)</i> | | | | | |
| | Ethics Training (AB1234) | | | | | |
| | Joint Powers Insurance (JPIA) <i>(Saunders)</i> | | | | | |
| | Legal Council Meeting | | | | | |
| | Regional Water Authority (RWA) <i>(Pratt)</i> | | | | | |
| 12/14/2023 | Sacramento Groundwater Authority (SGA) <i>(Matteoli / Pratt)</i> | | | 1 | | |
| | Sacramento Suburban Water District (SSWD) | | | | | |
| | Sexual Harassment Prevention Training (AB1825) | | | | | |
| 12/6/2023 | Water Forum <i>(Pratt)</i> | | | 1 | | |
| | December Monthly Meeting Totals | | | | | |
| | TOTAL MEETINGS | 0 | 0 | 3 | 1 | 1 |
| | TOTAL COMPENSATED MEETINGS | 0 | 0 | 3 | 1 | 1 |
| | TOTAL COMPENSATION | \$0 | \$0 | \$300 | \$100 | \$100 |

ITEM #8.A

Budget to Actuals

Del Paso Manor Water District
Budget To Actual Comparison
July 1, 2023 to December 31, 2023

| | Year to Date July 1, 2023 to December 31, 2023 | Budget | Percent of Budget |
|--|--|------------------|----------------------|
| Revenues | | | |
| Water Sales | 788,448 | 1,358,847 | 58.02% |
| C.I.P. Revenue | 294,913 | 598,811 | 49.25% |
| Other water sales | 1,106 | - | Not budgeted |
| Other customer charges | 7,220 | - | Not budgeted |
| Interest income | 16,309 | 30,000 | 54.36% |
| Misc. income | - | - | Not budgeted |
| Total Revenues | 1,107,996 | 1,987,658 | 55.74% |
| Employee Related | | | |
| Management Salaries | 67,498 | 160,000 | 42.19% |
| Staff Salaries | 133,656 | 328,051 | 40.74% |
| Director Fees | 6,200 | 22,000 | 28.18% |
| Payroll Taxes | 21,713 | 41,000 | 52.96% |
| PERS Retirement | 53,353 | 100,500 | 53.09% |
| Health | 46,347 | 90,000 | 51.50% |
| Retiree Health Benefits & OPEB | 32,169 | 80,000 | 40.21% |
| Total Employee Related | 360,936 | 821,551 | 43.93% |
| Administration | | | |
| Insurance | 55,173 | 59,500 | 92.73% |
| Office Expense | 52,313 | 91,500 | 57.17% |
| Audit Fees | 10,700 | 12,000 | 89.17% |
| Legal Fees | 55,964 | 200,000 | 27.98% |
| Election Related | - | 3,000 | 0.00% |
| Miscellaneous | 10,587 | 5,000 | 211.74% |
| Professional Administration Fees | 36,731 | 131,700 | 27.89% |
| Bank Charges | 956 | 2,000 | 47.80% |
| Professional Dues | 51,239 | 58,500 | 87.59% |
| Professional Meetings | - | 10,000 | 0.00% |
| Cert/Continuing Education | - | 5,000 | 0.00% |
| Total Administration | 273,663 | 578,200 | 47.33% |
| Operations | | | |
| Conservation | - | 3,400 | 0.00% |
| Power | 46,204 | 112,000 | 41.25% |
| Repairs & Maintenance | 46,335 | 216,000 | 21.45% |
| Lab Fees | 15,677 | 7,000 | 223.96% |
| Backflow Program | - | 2,000 | 0.00% |
| Engineering | 37,922 | 250,000 | 15.17% |
| City Water | - | 7,000 | 0.00% |
| Capital/Equipment Expenditures | - | 60,000 | 0.00% |
| Total Operating | 146,138 | 657,400 | 22.23% |
| Total Employee Related, Administration and Operating Expenses | 780,737 | 2,057,151 | 37.95% |
| C.I.P. | | | |
| New Pipeline | - | 50,000 | 0.00% |
| Well #2 | - | 950,000 | 0.00% |
| Well # 6B | - | 50,000 | 0.00% |
| Well #9 | 12,962 | 360,000 | 3.60% |
| Interest Expense & Principal Debt Payment | 67,665 | 325,000 | 20.82% |
| Total C.I.P. | 80,627 | 1,735,000 | 4.65% |

Amounts above are not audited

Notes

- Misc. expenses include employee relocation and operating interest expenses

| | December 2023 | Budget | Percentage of Budget |
|---|---------------|------------|-------------------------|
| Employee Related | | | |
| 5102.10 · Management salaries | 67,498.00 | 160,000.00 | 42.19% |
| 5102.15 · Field salaries | 94,039.00 | 250,000.00 | 37.62% |
| 5102.20 · Office manager salary | 39,617.00 | 78,051.00 | 50.76% |
| 5102.05 · Director fees | 6,200.00 | 22,000.00 | 28.18% |
| 5102.30 · Payroll taxes | 21,713.00 | 41,000.00 | 52.96% |
| 6451.00 · PERS/retirement | 53,353.00 | 100,500.00 | 53.09% |
| 6501.00 · Employee healthcare (CalPers) | 46,347.00 | 90,000.00 | 51.50% |
| 6502.00 · Retiree health benefits | 32,169.00 | 80,000.00 | 40.21% |
| Administration | | | |
| 5251.00 · Insurance | | | |
| 5251.05 · Liability | 46,392.00 | 40,000.00 | 115.98% |
| 5251.10 · Property | 4,585.00 | 4,500.00 | 101.89% |
| 5251.15 · Workers Compensation | 4,196.00 | 15,000.00 | 27.97% |
| 6151.00 · Office expense | | | |
| 6151.05 · District office lease | 18,120.00 | 32,000.00 | 56.63% |
| 6151.10 · Phone service | 2,484.00 | 4,500.00 | 55.20% |
| 6151.15 · Internet provider | 2,715.00 | 5,000.00 | 54.30% |
| 6151.20 · Sewer & garbage (Lusk) | 722.00 | 2,000.00 | 36.10% |
| 6151.21 · Miscellaneous (office other) | 0.00 | 0.00 | N/A |
| 6151.25 · Postage | 16,904.00 | 20,000.00 | 84.52% |
| 6151.30 · Printing | 0.00 | 1,000.00 | 0.00% |
| 6151.35 · Computers & supplies | 265.00 | 3,500.00 | 7.57% |
| 6151.40 · Office supplies | 3,812.00 | 7,500.00 | 50.83% |
| 6151.45 · Answering service | 3,054.00 | 5,500.00 | 55.53% |
| 6151.50 · Office furniture | 0.00 | 2,000.00 | 0.00% |
| 6151.55 · Payroll preparation | 731.00 | 2,000.00 | 36.55% |
| 6151.60 · GASB 75 valuation | 0.00 | 2,000.00 | 0.00% |
| 6151.70 · Janitorial | 960.00 | 2,500.00 | 38.40% |
| Office expense - other | 2,546.00 | 0.00 | N/A |
| 6152.00 · Building maintenance | 2,408.00 | 2,000.00 | 120.40% |
| 6251.00 · Audit | 10,700.00 | 12,000.00 | 89.17% |
| 6255.00 · Election related | 0.00 | 3,000.00 | N/A |
| 6301.00 · Legal | 55,964.00 | 200,000.00 | 27.98% |
| 6401.00 · Misc | 10,587.00 | 5,000.00 | 211.74% |
| 6601.00 · Professional Admin fees | | | |
| 6601.05 · SWRCB annual fees | 868.00 | 16,000.00 | 5.43% |
| 6601.10 · NDPES permit | 0.00 | 1,500.00 | 0.00% |
| 6601.15 · Cal Pers actuarial reports | 700.00 | 700.00 | 100.00% |
| 6601.25 · Air Quality permits | 0.00 | 5,000.00 | 0.00% |
| 6601.30 · Encroachment permits | 0.00 | 500.00 | 0.00% |
| 6601.35 · CPA fees | 4,702.00 | 18,000.00 | 26.12% |
| 6601.00 · Professional admin fees - other | 30,461.00 | 60,000.00 | 50.77% |
| 6601.50 · Public relations | 0.00 | 30,000.00 | 0.00% |

| | | | |
|--|-----------|------------|---------|
| 6171.00 · Bank fees | 956.00 | 2,000.00 | 47.80% |
| 6561.00 · Professional dues | | | |
| 6561.05 · ACWA | 9,783.00 | 11,000.00 | 88.94% |
| 6561.10 · AWWA | 494.00 | 700.00 | 70.57% |
| 6561.15 · CSDA | 8,186.00 | 8,300.00 | 98.63% |
| 6561.20 · CRWA | 750.00 | 1,000.00 | 75.00% |
| 6561.25 · RWA | 7,864.00 | 9,500.00 | 82.78% |
| 6561.30 · SGA | 21,243.00 | 25,000.00 | 84.97% |
| 6561.35 · SAWWA | 0.00 | 1,000.00 | 0.00% |
| 6561.00 · Professional dues - other | 2,919.00 | 2,000.00 | 145.95% |
| 6551.00 · Professional meetings | 0.00 | 10,000.00 | 0.00% |
| 6610.00 Certification/continuing education | 0.00 | 5,000.00 | 0.00% |
| Operations | | | |
| 5121.00 Conservation | 0.00 | 3,400.00 | 0.00% |
| 5151.00 · Power | | | |
| 5151.05 · PG&E | 43.00 | 2,000.00 | 2.15% |
| 5151.10 · SMUD | 46,161.00 | 110,000.00 | 41.96% |
| 5201.00 · R & M | | | |
| 5201.05 · Leak repairs | 13,518.00 | 104,000.00 | 13.00% |
| 5201.10 Field Equipment | 0.00 | 2,000.00 | 0.00% |
| 5201.15 · Field supplies | 5,788.00 | 35,000.00 | 16.54% |
| 5201.20 · Fuel for vehicles | 2,578.00 | 9,000.00 | 28.64% |
| 5201.25 Vehicle repair and maintenance | 718.00 | 3,000.00 | 23.93% |
| 5201.35 · Chlorine | 4,670.00 | 11,000.00 | 42.45% |
| 5201.45 · Well repair & maintenance | 12,352.00 | 6,000.00 | 205.87% |
| 5201.55 · Field staff cellular service | 2,819.00 | 6,000.00 | 46.98% |
| 5201.00 R & M other | 1,000.00 | 0.00 | N/A |
| 5201.70 SSWD Mutual Aide Field Staff | 483.00 | 40,000.00 | 1.21% |
| 5301.00 · Lab fees (H2O testing) | 15,677.00 | 7,000.00 | 223.96% |
| 5451.00 City water | 0.00 | 7,000.00 | 0.00% |
| 5452.00 Backflow program | 0.00 | 2,000.00 | 0.00% |
| 5351.00 Engineering | 37,922.00 | 250,000.00 | 15.17% |

Del Paso Manor Water District
Monthly Cash Flow Activity (Unaudited)
November 2023

| | Operating Bank Account | L.A.I.F. | Total |
|---------------------------------------|---------------------------|---------------------|---------------------|
| Account Balances at November 1, 2023 | \$ 557,419 | \$ 1,825,317 | \$ 2,382,736 |
| Rate payer collections | 121,274 | - | 121,274 |
| Other receipts | 15,518 | - | 15,518 |
| Payroll disbursements | (34,924) | - | (34,924) |
| Vendor payments | (131,101) | - | (131,101) |
| Account Balances at November 31, 2023 | <u>\$ 528,186</u> | <u>\$ 1,825,317</u> | <u>\$ 2,353,503</u> |

The activity above is not audited

Accounts Receivable Aging Summary

| Account Type | Account Category | Credits 60 - 89 Days | | 90 + Days | Total |
|------------------|------------------|----------------------|-----------|-----------|------------|
| CO (Commercial) | MAIN (MAIN) | 0.00 | 0.00 | 646.00 | 1,156.16 |
| | METER (METER) | (200.43) | 24,588.54 | 10,943.62 | 88,693.49 |
| RE (Residential) | MAIN (MAIN) | (11,619.92) | 0.00 | 84,515.04 | 243,626.75 |
| Total | | (11,820.35) | 24,588.54 | 96,104.66 | 120,693.20 |

ITEM #8.B

Sacramento Suburban Water District Intertie Maintenance Agreement

DEL PASO MANOR WATER DISTRICT

BOARD MEETING

DATE: January 09, 2024

AGENDA ITEM NO. 8.B

SUBJECT: Sacramento Suburban Water District Intertie Maintenance Agreement

STAFF CONTACT:

Adam Coyn, General Manager

BACKGROUND:

DPMWD is a county water district in Sacramento County that serves a portion of the unincorporated communities generally bounded by Eastern Avenue, Ione Street/Maryal Drive, Watt Avenue, and Marconi Avenue ("DPMWD Service Area").

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

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

This Agreement shall supplement the Mutual Aid and Assistance Agreement Between Del Paso Manor Water District and Sacramento Suburban Water District dated January 11, 2011 (the "Mutual Aid Agreement"). To the extent of any inconsistencies between the two agreements, the Mutual Aid Agreement shall control.

BUDGET:

The presentation to the Board would have no effect on the district budget.

RECOMMENDATION:

Approve agreement with SSWD for cost sharing, ownership, operation and maintenance of interties

ATTACHMENTS:

1. Agreement between Del Paso Manor Water District and Sacramento Suburban Water District for cost sharing, ownership, operation, and maintenance of interties
2. Resolution 24-0109 Authorizing General Manager to Enter into An Agreement With Sacramento Suburban Water District For Cost Sharing, Ownership, Operation and Maintenance Of Interties.

AGREEMENT BETWEEN DEL PASO MANOR WATER DISTRICT AND SACRAMENTO SUBURBAN WATER DISTRICT FOR COST SHARING, OWNERSHIP, OPERATION AND MAINTENANCE OF INTERTIES

This Agreement Between Del Paso Manor Water District and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties ("Agreement") is entered into January 9th, 2024 by and between Del Paso Manor Water District, hereinafter "DPMWD" and Sacramento Suburban Water District, hereinafter "SSWD". The "Parties" refers jointly to both parties to this Agreement and a "Party" refers to one of the parties to this Agreement.

BACKGROUND

A. DPMWD is a county water district in Sacramento County that serves a portion of the unincorporated communities generally bounded by Eastern Avenue, Ione Street/Maryal Drive, Watt Avenue, and Marconi Avenue ("DPMWD Service Area").

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

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

D. This Agreement shall supplement the Mutual Aid and Assistance Agreement Between Del Paso Manor Water District and Sacramento Suburban Water District dated January 11, 2011 (the "Mutual Aid Agreement"). To the extent of any inconsistencies between the two agreements, the Mutual Aid Agreement shall control.

AGREEMENT

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

1. Ownership and Maintenance of Interties.

Marconi/Becerra Intertie 1

- a) SSWD shall be the owner of the pipelines and appurtenances from the flange on the north side of the bi-directional flow meter to a point of connection with its distribution system and shall be solely responsible for all costs and expenses relating to the operation,

maintenance, repair, and replacement of these pipelines and appurtenances after construction.

- b) DPMWD shall be the owner of the pipelines and appurtenances from the flange on the south side of the automatic control valve to a point of connection with its distribution system, and shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- c) Both Parties shall jointly own the intertie vault, including the automatic control valve, gate valve, and bi-directional flow meter, except for the meter reading endpoints and related accessories which will be owned by SSWD. All expenses associated with the repair, operation, maintenance, and replacement of the intertie shall be jointly paid by the Parties in equal shares, except SSWD will pay for all expenses associated with the meter reading endpoints and related accessories that SSWD owns. To the extent there are any inconsistencies between the terms of the Mutual Aid Agreement and this Agreement, the Mutual Aid Agreement shall control.

Eastern/Annette Intertie 2

- a) SSWD shall be the owner of the pipelines and appurtenances from the flange on the north side of the bi-directional flow meter to a point of connection with its distribution system and shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- b) DPMWD shall be the owner of the pipelines and appurtenances from the flange on the south side of the automatic control valve to a point of connection with its distribution system, and shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- c) Both Parties shall jointly own the intertie vault, including the automatic control valve, gate valve, and bi-directional flow meter, except for the meter reading endpoints and related accessories which will be owned by SSWD. All expenses associated with the repair, operation, maintenance, and replacement of the intertie shall be jointly paid by the Parties in equal shares, except SSWD will pay for all expenses associated with the meter reading endpoints and related accessories that SSWD owns. To the extent there are any inconsistencies between the terms of the Mutual Aid Agreement and this Agreement, the Mutual Aid Agreement shall control.

Watt/Maryal Intertie 3

- a) SSWD shall be the owner of the pipelines and appurtenances from the flange on the west side of the bi-directional flow meter to a point of connection with its distribution system and shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- b) DPMWD shall be the owner of the pipelines and appurtenances from the flange on the north side of the automatic control valve to a point of connection with its distribution system, and shall be solely responsible for all costs and expenses relating to the operation, maintenance, repair, and replacement of these pipelines and appurtenances after construction.
- c) Both Parties shall jointly own the intertie vault, including the automatic control valve, gate valve, and bi-directional flow meter, except for the meter reading endpoints and related accessories which will be owned by SSWD. All expenses associated with the repair, operation, maintenance, and replacement of the intertie shall be jointly paid by the Parties in equal shares, except SSWD will pay for all expenses associated with the meter reading endpoints and related accessories that SSWD owns. To the extent there are any inconsistencies between the terms of the Mutual Aid Agreement and this Agreement, the Mutual Aid Agreement shall control.

2. Intertie Locations.

- a) Marconi/Becerra Intertie 1 is located at the northwest corner of Marconi Avenue and Becerra Way.
- b) Eastern/Annette Intertie 2 is located south of the southwestern corner of Eastern Avenue and Annette Street.
- c) Watt/Maryal Intertie 3 is located in the parking lot at 2150 Watt Avenue, on the east side of Watt Avenue, south of Maryal Drive.

3. Wholesale Water Rates and Charges.

Pursuant to the Mutual Aid Agreement, both Parties will set wholesale water rates and charges from time to time for furnishing interim water supplies to the Requesting Party, that reflect the Responding Party's costs of furnishing interim water supplies, including without limitation, the costs of untreated water, extraction, treatment, conveyance, wheeling (if applicable), and the cost of operation, maintenance, repair, replacement of, and capital improvements to, the Responding Party's Water System, together with costs incurred by the Responding Party under other sections of the Mutual Aid Agreement. The Responding Party's wholesale water rates and charges will reflect the cost of water depending on the sources of supply utilized by the Responding Party. The wholesale water rate upon the effective date of this Agreement will be the current rates at the time of this

Agreement. The current rates at the time of this Agreement are attached as Exhibit A. The rate reflects the cost of providing water service from all sources of supply available to the Responding Party during the term of this Agreement. In no event will the amount charged to the Requesting Party for water supplies under this Agreement exceed the total retail rate charged by the Responding Party to retail water customers of the Responding Party in its service area.

4. Representatives.

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

5. Access to Property and Facilities.

The Parties shall grant each other permission for necessary, reasonable, and noticed access to property and facilities for Project pre-construction activities and for Project construction, including access to pipes, roads, power sources, and other water system facilities and components. Each Party agrees to grant easements to the other as may be necessary for the Project.

6. Indemnification.

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

7. Governing Law.

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

8. Amendments to this Agreement.

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

9. Assignment.

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

10. Further Assurance.

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

11. Severability.

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

12. Waivers.

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

13. Interpretation.

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

14. Signatures and Authority.

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

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

Adam Coyan, General Manager
Del Paso Manor Water District

Dan York, General Manager
Sacramento Suburban Water District

EXHIBIT A
SSWD Wholesale Water Rates

| Rate | 2020 | 2021 | 2022 | 2023 | 2024 |
|------------------------|---------------|---------------|---------------|---------------|---------------|
| Non-Residential | \$1.33 | \$1.38 | \$1.42 | \$1.47 | \$1.52 |

Rate is per 100 cubic feet (ccf) of water.

Del Paso Manor Water District Volumetric Rate

| Volumetric Rate | 11/1/2023 | 7/1/2024 | 7/1/2025 | 7/1/2026 | 7/1/2027 |
|------------------------|------------------|-----------------|-----------------|-----------------|-----------------|
| \$/100 Cubic ft | \$2.15 | \$2.26 | \$2.38 | \$2.49 | \$2.62 |

RESOLUTION NO. 24-0109

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
DEL PASO MANOR WATER DISTRICT
AUTHORIZING GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH
SACRAMENTO SUBURBAN WATER DISTRICT FOR COST SHARING, OWNERSHIP,
OPERATION AND MAINTENANCE OF INTERTIES.**

WHEREAS, the Del Paso Manor Water District ("DPMWD") and Sacramento Suburban Water District ("Suburban") into a Mutual Aid and Assistance Agreement dated January 11, 2011, related to the operations of the water system interconnections between the parties ("Mutual Aid Agreement"); and

WHEREAS, the Mutual Aid Agreement authorizes the parties to request assistance, pursuant to certain procedures and reimbursement protocols, from one another in the event of an "Emergency," which is defined as a natural or human caused event that is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of SUBURBAN or DPMWD; and

WHEREAS, such an Emergency exists because DPMWD is in need of improving service reliability for its customers and fire flow capacity by maintaining connections to the SUBURBAN water system; and

WHEREAS, ownership, maintenance, operation and cost sharing of the interties needs to be clearly defined for accountability and responsibility of both parties

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DEL PASO MANOR WATER DISTRICT:

1. The Board of Directors does hereby authorize the General Manager execute the cost sharing agreement between DPMWD and SUBURBAN attached and incorporated hereto as Attachment A.

I certify that the foregoing Resolution was adopted by the Board of Directors of the Del Paso Manor Water District at a special meeting held on the 9th day of January 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ryan Saunders, President
Board of Directors

ATTEST:

Adam Cohan, General Manager

ITEM #8.C

*Informational Presentation by Jerry Legg with California Cooperative
Liquid Assets Securities System*

DEL PASO MANOR WATER DISTRICT

BOARD MEETING

DATE: January 09, 2024

AGENDA ITEM NO. 8.C

SUBJECT: Informational Presentation on California Cooperative Liquid Assets Securities System

STAFF CONTACT:

Adam Coyan, General Manager

BACKGROUND:

The California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS provides California public agencies with a convenient method for investing in high-quality, short- to medium-term securities carefully selected to optimize interest earnings while prioritizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that governs the investment of public funds.

Participation in California CLASS is open to all public agencies in the state of California that have the authority to invest their treasury's funds. According to California Government Code 6500, the federal government or any federal department or agency, this state, another state or any state department or agency, a county, county board of education, county superintendent of schools, city, public corporation, public district, or regional transportation commission of the State of California or another state, or any joint powers authority formed pursuant to this article [Article 1 of the Joint Exercise of Powers Act] by any of these agencies can participate in California CLASS. Additionally, according to Section 6509.7, a nonprofit corporation whose membership is confined to public agencies or public officials may also participate.

BUDGET:

The presentation to the Board would have no effect on the district budget.

RECOMMENDATION:

Received information presented, discuss possible options and direct staff as appropriate.

ATTACHMENTS:

Jerry Legg, California Class Presentation

What is California CLASS?

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS offers public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected with the goal of optimizing yields while prioritizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds help assist public agencies in strengthening and diversifying their cash management programs in accordance with the safety, liquidity, and yield hierarchy that provides the framework for the investment of public funds.

How is it governed and managed?

California CLASS is overseen and governed by a Board of Trustees. The Board is made up of public agency finance professionals who participate in California CLASS and are members of the Joint Powers Authority (JPA). The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

How can we participate?

Enrolling in California CLASS is simple. Public agencies may become Participants simply by filling out the Participant Registration Form that can be found in the document center on the California CLASS website. Public agencies may submit the completed registration packet to California CLASS Client Services for processing at clientservices@californiaclass.com. To obtain account forms and fund documents, visit www.californiaclass.com/document-center/.

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Districts Stronger Together

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CALIFORNIA CLASS FEATURES

As a California CLASS Participant,
you have access to many
convenient features:

- Same-day availability of funds in Prime Fund (11:00 a.m. PT cut-off)
- Contributions by wire or ACH
- Ratings of 'AAAm' & 'AAAf/S1'
- Portfolio securities marked-to-market daily
- Secure online access for transactions and account statements
- No redemption notices for Prime Fund
- Participant-to-Participant transactions
- Dividends accrue daily and pay monthly
- No maximum or minimum transaction limits
- No maximum or minimum investment requirements
- No transaction fees*
- Annual audit conducted by independent auditing firm**
- Dedicated client service representatives available via phone or email on any business day

*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from California CLASS for such transactions.
**External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



What are the objectives of California CLASS?

Safety

The primary investment objective of the California CLASS Prime Fund is preservation of principal. Both California CLASS portfolios are managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for California CLASS is U.S. Bank, N.A.

Liquidity

When you invest in the California CLASS Prime Fund, you have access to your funds on any business day. You must notify California CLASS of your funds transaction requests by 11:00 a.m. PT via the online transaction portal. There are no redemption notices for the daily-liquid California CLASS Prime Fund. The California CLASS Enhanced Cash Fund is a variable NAV fund that provides next-day liquidity and requires a one-day notification of redemption.

Competitive Returns

California CLASS strives to provide competitive yields while adhering to the objectives of safety and liquidity. Participants can benefit from the investment expertise and institutional knowledge provided by the team of Public Trust professionals. The portfolio performance objective is strengthened by the knowledge of

California public agency cash flows that the Public Trust team possesses.

Ease of Use

To make cash management streamlined and efficient, California CLASS includes many features that make it easy to access account information and simplify record keeping. Participants can transact on any business day via the California CLASS Online Transaction Portal at www.californiaclass.com.

Flexibility

You may establish multiple California CLASS subaccounts. You will receive comprehensive monthly statements that show all of your transaction activity, dividend accruals, and yield summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your records.

Legality

California CLASS only invests in securities permitted by California State Code Section 53601; permitted investments are further restricted to those approved by the Board of Trustees as set forth in the California CLASS Investment Policies.

Have Questions? Contact us or visit www.californiaclass.com for more information.



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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Please review the California CLASS Information Statement(s) before investing. California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the California CLASS Prime Fund seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the California CLASS Information Statement(s) before investing. Past performance is not an indication of future performance. No assurance can be given that the performance objectives of a given strategy will be achieved. Any financial and/or investment decision may incur losses. The California CLASS Prime Fund is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. The California CLASS Enhanced Cash Fund is rated by 'AAAF/S1' by FitchRatings. The 'AAAF' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.



A JOINT POWERS AUTHORITY INVESTMENT POOL

Client-First & User-Friendly Cash Management Solutions Designed
for California Public Agencies of All Sizes

California CLASS provides Participants the following benefits:

- ✓ Convenient, modern transaction portal
- ✓ Dedicated client service team equally committed to all California public agencies
- ✓ Portfolios managed in accordance with California Government Code
- ✓ Transparent governance by Board of Trustees
- ✓ Portfolios marked-to-market with net asset value and yields posted to website daily

| Fund Option | Prime | Enhanced Cash |
|-----------------------|-------------------------|----------------------------|
| Portfolio Type | Prime-style fund | Enhanced cash |
| Purpose | Operating Funds | Strategic Reserves |
| Rating | 'AAAm' | 'AAAf/S1' |
| Min/Max Investment | None | None |
| Withdrawals | Unlimited | Unlimited |
| Investment Horizon | Day-to-Day | 12-18 Months |
| Liquidity | Same-Day | Next-Day |
| WAM | ≤60 days | 90-200 days |
| Net Asset Value (NAV) | Stable \$1.00 per share | Variable \$10.00 per share |

Learn more about building an optimal liquidity portfolio for your public agency; contact us today.



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Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the California CLASS prime-style fund seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the California CLASS Information Statement before investing. California CLASS is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash is rated 'AAAf/S1' by FitchRatings. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk. For risks associated with investing in both a prime-style and enhanced cash-style local government investment pool, please visit www.californiaclass.com/rates-disclaimer. Past performance is no guarantee of future results. Any financial or investment decision may incur losses.

ITEM #9.A

Field Report on Current and Upcoming Projects



DEL PASO MANOR WATER DISTRICT SPECIAL BOARD MEETING FIELD REPORT

MEETING DATE: January 09, 2024

AGENDA ITEM 9.A:

Leaks: We had 2 mainline leaks, 0 service line leak on our side, and 1 service line leak on the customers side

Complaints: We had 0 water quality concern

Water Waste: We had 3 water waste reports

Field Work:

1. 28 USA's
2. Quarterly Bacti samples in December were all absent.
3. TCR sampling for December were all absent.
4. We have located 6 more curb stops for a total of 497 to date
5. We are getting ready for UCMR5 sampling for the state.
6. Did a hot tap for customer adding an ADU to the back of their property.

Current and Upcoming Projects:

7. We have one more non-working meter to replace.
8. Landscaping maintenance around our hydrants.
9. Mainline valve measurements ongoing project.
10. Cleaning up well sites.

**FIELD STAFF RESPONSIBLE FOR REPORT: Mike Jenner, Field Supervisor
01/09/2024**