



BOARD OF DIRECTORS MEETING

AGENDA

December 4, 2023, Regular Meeting (Rescheduled)

Monte Rio Community Center

20488 Highway 116

Monte Rio, CA 95462

6:30 p.m.

NOTICE TO PERSONS WITH DISABILITIES: It is the policy of the Sweetwater Springs Water District to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request made at least 48 hours in advance of the need for assistance, this Agenda will be made available in appropriate alternative formats to persons with disabilities. This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).

Any person who has any questions concerning any agenda item may call the General Manager or Assistant Clerk of the Board to make inquiry concerning the nature of the item described on the agenda; copies of staff reports or other written documentation for each item of business are on file in the District Office and available for public inspection. All items listed are for Board discussion and action except for public comment items. In accordance with Section 5020.40 et seq. of the District Policies & Procedures, each speaker should limit their comments on any Agenda item to five (5) minutes or less. A maximum of twenty (20) minutes of public comment is allowed for each subject matter on the Agenda unless the Board President allows additional time.

I. CALL TO ORDER *(Est. time: 2 min.)*

- A. Board members Present
- B. Board members Absent
- C. Others in Attendance

II. CHANGES TO AGENDA and DECLARATIONS OF CONFLICT *(Est. time: 2 min.)*

III. CONSENT CALENDAR *(Est. time: 5 min.)*

(Note: Items appearing on the Consent Calendar are deemed to be routine and non-controversial. A Board member may request that any item be removed from the Consent Calendar and added as an "Administrative" agenda item for the purposes of discussing the item(s).)

- A. Approval of the Minutes of the November 2, 2023 Regular Board Meeting
- B. Approval of Operations Warrants/Online payments/EFT payments

- C. Receipt of Item(s) of Correspondence.
Note: Correspondence received regarding an item on the Administrative Agenda is not itemized here, but will be attached as back-up to that item in the Board packet and addressed with that item during the Board meeting.

IV. PUBLIC COMMENT: The District invites public participation regarding the affairs of the District. This time is made available for members of the public to address the Board regarding matters which do not appear on the Agenda, but are related to business of the District. Pursuant to the Brown Act, however, the Board of Directors may not conduct discussions or take action on items presented under public comment. Board members may ask questions of a speaker for purposes of clarification.

V. ADMINISTRATIVE

- A. Discussion/Action re FY 2022-23 Draft Audit. *(Est. time 15 min.)*
- B. Discussion/Action re Election of 2023 Officers *(Est. time 10 min.)*
- C. Discussion/Action re District Unfunded Liability with CalPERS. *(Est. time 10 min.)*
- D. Discussion /Action re Capital Improvement Projects updates. *(Est. time 10 min)*
- E. Discussion /Action re Continuing Use of the Monte Rio Community Center for Board Meetings. *(Est. time 10 min)*
- F. Discussion/Action re County projects on Moscow Road, Monte Rio Bridge and Dutch Bill Creek Bridge. *(Est. time 10 min)*
- G. Discussion/Action re Board Subcommittee Reports (standing item) *(Est. time 5 min.)*
Subcommittees: Recruitment/Retention

VI. GENERAL MANAGER’S REPORT

- 1. Laboratory Testing/Regulatory Compliance
- 2. Water Production and Sales
- 3. Leaks
- 4. Guerneville Rainfall
- 5. In-House Construction Projects
- 6. Grants
- 7. Potter Valley Project
- 8. Gantt Chart

VII. BOARD MEMBERS’ ANNOUNCEMENTS

VIII. ITEMS FOR NEXT AGENDA

IX. CLOSED SESSION

- A. Pursuant to Gov. Code Section 54957(b)(1) – Public Employee Performance Evaluation

Title: General Manager

ADJOURN

Sweetwater Springs Water District Mission and Goals

The mission of the Sweetwater Springs Water District (SSWD) is to provide its customers with quality water and service in an open, accountable, and cost-effective manner and to manage District resources for the benefit of the community and environment. The District provides water distribution and maintenance services to five townships adjacent to the Russian River:

- Guerneville
- Rio Nido
- Guernewood Park
- Villa Grande
- Monte Rio

GOAL 1: IMPLEMENT SOUND FINANCIAL PRACTICES TO ENSURE EFFECTIVE UTILIZATION OF DISTRICT RESOURCES

GOAL 2: PROVIDE RELIABLE AND HIGH QUALITY POTABLE WATER WITH FACILITIES THAT ARE PROPERLY CONSTRUCTED, MANAGED AND MAINTAINED TO ASSURE SYSTEM RELIABILITY

GOAL 3: HAVE UPDATED EMERGENCY PREPAREDNESS PLANS FOR ALL REASONABLE, FORESEEABLE SITUATIONS

GOAL 4: DEVELOP AND MAINTAIN A QUALITY WORKFORCE

GOAL 5: PROVIDE EXCELLENT PUBLIC OUTREACH, INFORMATION AND EDUCATION

GOAL 6: ENHANCE BOARD COMMUNICATIONS AND INFORMATION



BOARD MEETING MINUTES*

Meeting Date: November 2, 2023

(*In order discussed)

November 2, 2023
6:30 p.m.

Board Members Present:

Tim Lipinski
Sukey Robb-Wilder
Gaylord Schaap
Richard Holmer
Nance Jones

Board Members Absent:

(None.)

Staff in Attendance:

Eric Schanz, General Manager
Nicole King, Secretary to the Board (training)

Others in Attendance:

Erica Gonzalez, Meyers Nave et al.

I. CALL TO ORDER (6:30 p.m.)

The properly agendized meeting was called to Order by President Lipinski at 6:30 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:31 p.m.)

(None.)

III. CONSENT CALENDAR (6:31 p.m.)

President Lipinski reviewed the items on the Consent Calendar. Director Holmer moved to approve the Consent Calendar as amended. Director Robb-Wilder seconded. Motion carried 4-0. Director Jones abstained from voting because she was absent at the October meeting.

- A. Approval of the following Minutes of the October 5, 2023, Regular Board Meeting
- B. Approval of Operations Warrants/Online payments/EFT
- C. Receipt of items of Correspondence. (None)

IV. PUBLIC COMMENT (6:33 p.m.)

The GM presented the following items:

Brown Act training for the board members, an after-hours holiday party, and possibly moving the December board meeting due to the GM being on vacation during the regularly scheduled meeting.

V. ADMINISTRATIVE (6:50 p.m.) *

**in the order discussed*

V-A. (6:50 p.m.) Discussion/Action re Actual vs. Budgeted Report – FY 2023-24 1Q. The GM provided an overview of this item. Discussion ensued. No action was taken.

V-B. (7:08 p.m.) Discussion/Action re County projects on Moscow Road, Monte Rio Bridge, and Dutch Bill Creek Bridge. The GM provided an overview of this item. Discussion ensued. No action was taken.

V-C. (7:10 p.m.) Discussion/Action re District Unfunded Liability with CalPERS. The GM provided an overview of this item. Discussion ensued. No action was taken, but this item was scheduled for further discussion at the December Board meeting.

V-D. (7:21 p.m.) Discussion/Action re Lower Harrison Tank project bid results; Approve Resolution 23-16 Awarding the construction contract to Piazza Construction for Lower Harrison Tank Project. The GM provided an overview of this item. Discussion ensued. Director Robb-Wilder moved to approve Resolution 23-16 Awarding the Construction Contract to Piazza Construction for Lower Harrison Tank Project, authorizing the General Manager to execute a Contract Amendment with Coastland Civil Engineering for Construction Management and Inspection Services and Approving an Overall Project Budget of \$872,110.00. Director Holmer seconded. Motion carried 5-0.

**V-E. (7:34 p.m.) Discussion/Action re Board Subcommittee Reports (standing item).
Subcommittees: Recruitment/Retention**

The subcommittee did not meet; therefore, they did not have anything to report. The GM gave a general update on a new hire and a promotion. Discussion ensued. No action was taken.

V-F. (7:39 p.m.) Discussion/Action re Letter of Support from Russian River Water Suppliers. The GM provided an overview of this item. Discussion ensued. The Board directed the GM to add Sweetwater Springs Water District's name to the letter. Director Robb-Wilder made a motion to direct Staff to sign on to the joint letter of support with the Russian River Suppliers for the New Eel-Russian Facility and to allow the use of our logo. Director Holmer seconded. Motion carried 5-0.

At 8:00 p.m. the Board took a brief recess. The Meeting reconvened at 8:10 p.m.

VI. GENERAL MANAGER'S REPORT (8:10 p.m.)

The GM provided a report on the following items:

1. Laboratory testing / Regulatory Compliance
2. Water production and sales
3. Leaks
4. Guerneville Rainfall
5. In-House Construction Projects
6. Grants
7. Willow Road Drainage Project
8. Starrett Hill Property
9. Potter Valley Project
10. Gantt Chart

11. Board training, holiday party, and December Board meeting.

Discussion ensued. It was unanimously agreed to reschedule the December 7 Board meeting to Monday, December 4.

**VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS
(8:40 p.m.)**

The GM announced that he would be on vacation from December 7-15.

VIII. ITEMS FOR THE NEXT AGENDA (8:41 p.m.)

1. Unfunded Liabilities
2. CIP Discussion
3. Election of Officers

ADJOURN

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Nicole King
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: _____
Sukey Robb-Wilder: _____
Tim Lipinski: _____
Rich Holmer _____
Nance Jones _____

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-A

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: Discussion/Action re Draft FY 2022-23 Audit Report

RECOMMENDED ACTION:

Receive a report from Auditor Michael Celentano on the FY 2022-23 Audit.

FISCAL IMPACT:

The FY 2022-23 Audit cost \$8,750.

DISCUSSION:

Our FY 2022-23 Audit was conducted by Michael Celentano, CPA. Attached is the Draft Audit report, together with Mr. Celentano's letters regarding Governance and Internal Controls. Mr. Celentano will be available by phone to provide an overview of the Draft Audit and answer questions. As a reminder, the Audit presents the District's financials using a partial accrual method of accounting, which differs from the cash presentation staff prepares for the Board on a quarterly basis.

MICHAEL A. CELENTANO
Certified Public Accountant
12204 E Camino Loma Vista
Yuma AZ 85367

707-367-9729

maccpa@pacific.net

To the Management and
The Board of Directors of
Sweetwater Springs Water District

I have audited the financial statements of the business-type activities of Sweetwater Springs Water District for the year ended June 30, 2023. Professional standards require that I provide you with information about my responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of my audit. I have communicated such information in my letter to you dated November 16, 2023. Professional standards also require that I communicate to you the following information related to my audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Sweetwater Springs Water District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. I noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the District's financial statements was:

Management's estimate of the other postemployment benefits payable and pension liabilities are based on industry guidelines and actuarial tables. I evaluated the key factors and assumptions used to develop these other postemployment benefits payable and pension liabilities in determining that it is reasonable in relationship to the financial statements taken as a whole

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

I encountered no significant difficulties in dealing with management in performing and completing my audit.

Corrected and Uncorrected Misstatements

Professional standards require me to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

Management Representations

I have requested certain representations from management that are included in the management representation letter dated November 16, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, I made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to my audit of the financial statements. I compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of management and the Board of Directors of Sweetwater Springs Water District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink, appearing to read "M. Celentano", with a long horizontal flourish extending to the left.

Michael A Celentano
Certified Public Accountant

November 16, 2023

MICHAEL A. CELENTANO

Certified Public Accountant

12204 E Camino Loma Vista

Yuma AZ 85367

707-367-9729

maccpa@pacific.net

To the Management and
The Board of Directors of
Sweetwater Springs Water District

In planning and performing my audit of the financial statements of the business-type activities of Sweetwater Springs Water District as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, I considered Sweetwater Springs Water District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sweetwater Springs Water District's internal control. Accordingly, I do not express an opinion on the effectiveness of the Sweetwater Springs Water District's internal control.

My consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, I identified certain deficiencies in internal control that I consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. I did not identify any deficiencies in internal control that I consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. I consider the following deficiency in Sweetwater Springs Water District's internal to be significant deficiency:

District Structure

The size of the District's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This situation dictates that the Board of Directors remains involved in the financial affairs of the District to provide oversight and independent review functions.

This communication is intended solely for the information and use of management, Board of Directors, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



Michael A Celentano
Certified Public Accountant
November 16, 2023



November 16, 2023

Michael A Celentano
Certified Public Accountant
12204 E Camino Loma Vista
Yuma AZ 85367

This representation letter is provided in connection with your audit of the financial statements of Sweetwater Springs Water District, which comprise the respective financial position of the business-type activities as of June 30, 2023, and the respective changes in financial position and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of November 16, 2023, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 25, 2021, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

- 10) Guarantees, whether written or oral, under which the District is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of Board of Directors or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the District and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the District's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

18) We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions of which we are aware.

Government—specific

19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

21) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.

22) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.

23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.

24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial.

25) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.

26) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.


27) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

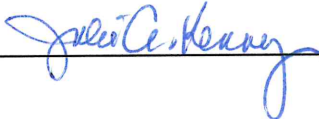
28) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

29) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.

30) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34, as amended, and GASBS No 84.

- 31) The financial statements properly classify all funds and activities in accordance with [GASBS No. 34](#), as amended
- 32) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted) , and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Provisions for uncollectible receivables have been properly identified and recorded.
- 35) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 36) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 37) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 38) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 39) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 40) We have appropriately disclosed the District's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 41) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 42) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

Signature: 

Signature: 

Title: General Manager

Title: ADMIN MGR

SWEETWATER SPRINGS WATER DISTRICT

BASIC FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Draft

**SWEETWATER SPRINGS WATER DISTRICT
FINANCIAL STATEMENTS**

JUNE 30, 2023 AND 2022

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MICHAEL A. CELENTANO
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Board of Directors
Sweetwater Springs Water District
Guerneville, California

Independent Auditor's Report

Qualified Opinions

I have audited the accompanying financial statements of the business-type activities Sweetwater Springs Water District as of and for the years ended June 30, 2023 and 2022, and the related notes to the financial statements, which collectively comprise the Sweetwater Springs Water District's basic financial statements as listed in the table of contents. In my opinion, except for the effects of the matter described in the "Basis for Qualified Opinion" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of Sweetwater Springs Water District as of June 30, 2023 and 2022 and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Qualified Opinion

Management has not adopted GASB Statement 68 "Accounting and Financial Reporting of Pension Plans." and amendments to GASB 68". Accounting principles generally accepted in the United States of America require that Deferred Inflows/Outflows and Adjusted Pension Expense be recorded currently which would increase the assets and liabilities and change the pension expense. The effect on Deferred Inflows/Outflows and payroll and employee benefits expenses has not been determined. See Footnote 6 for more detail.

Management has not adopted GASB Statement 75 "Accounting and Financial Reporting for Postemployment Benefits Other than Pensions". Accounting principles generally accepted in the United States of America require that Unfunded Postemployment Benefit's Liability, Deferred Inflows/Outflows and Adjusted Employee Benefits Expense be recorded currently which would increase the liabilities and decrease the fund balance and change the employee benefit expense. The amount by which this departure would affect the liabilities by increasing Net OPEB Liability by \$201,132 and decreasing fund balance by \$201,132. The effect on Deferred Inflows/Outflows and payroll and employee benefit expenses has not been determined. See Footnote 11 for more detail.

.Basis for Opinions

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the Sweetwater Springs Water District, and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Sweetwater Springs Water District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Sweetwater Springs Water District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Sweetwater Springs Water District's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3-9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.



Michael A Celentano
Certified Public Accountant

November 16, 2023

Management Discussion & Analysis (Unaudited)

Management has prepared this financial overview of the activities of the Sweetwater Springs Water District for the fiscal year ended June 30, 2023. It serves as an introduction to the financial statements contained in the Audit Report and a summary of major activities of the District for the fiscal year. Much of the analysis is comparative to last year's activity.

The Discussion begins with a comparison of key financial activities to the prior year, together with a selection of financial activities that management considers worthy of special note for FY 2022-23. The condensed financial statements that follow provide a financial summary of the Audit Report. Following the financial statements are additional details on capital spending, District debt and future plans of the District.

I. SELECTED FINANCIAL ACTIVITIES IN 2022-23

Selected revenues, expenses, and balances:

| | <u>FY 2022-23</u> | <u>FY 2021-22</u> |
|---|-------------------|-------------------|
| Water Sales: | \$2,926,608 | \$2,789,045 |
| Net Income (Change in Net Position): | (\$120,777) | \$1,820,816 |
| Net Income excluding non-cash rev/exp: | \$1,878,269 | \$2,018,542 |
| Surplus operating income transferred to CIRF: | \$400,000 | \$430,000 |
| | | |
| Operating Expenses (before depreciation): | \$1,995,951 | \$2,173,238 |
| Capital Improvement expenditures: | \$1,693,418 | \$715,426 |
| Debt Payments (principal + interest): | \$779,373 | \$777,969 |
| | | |
| District reserves above policy: | \$2,676,773 | \$2,450,358 |
| Net Pension Liability or Surplus (PERS UL): | \$428,161 | (\$634,822) |
| Capital Debt: | \$8,625,190 | \$9,165,415 |

Other Notes for FY 2022-23

(1) Grants received: FY 2022-23 income includes \$198,709 in grant funding.

(2) PERS Unfunded Liability: PERS investment losses reported FY 2022-23 (for FY 2021-22) were over \$1 million – completely wiping out last year's Net Pension surplus and leaving the District with a Net Pension shortfall of \$428,161 at FYE.

II. BASIC FINANCIAL STATEMENTS

The Financial Statements of the District report information about the District using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The two statements contained in this Management's Discussion and Analysis are condensed versions of the statements in the Audit Report:

The Statement of Net Position is comparable to a Balance Sheet. It includes all of the District's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations of the District's creditors (liabilities). It also provides the basis for computing rate of return, evaluating the capital structure of the District, and assessing the liquidity and financial flexibility of the District.

All of the current fiscal year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Position, comparable to an Income Statement. This statement measures the success of the District's operations over the past fiscal year and can be used to determine the District's creditworthiness and whether the District has successfully recovered all its costs through its user fees and other charges.

Not included in this Management's Discussion and Analysis but required in the Audit report is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the District's cash receipts and cash payments during the reporting period. It provides answers to such questions as where did cash come from, what was cash used for, and what was the change in cash balance during the reporting period.

STATEMENT OF NET POSITION

A summary of the District's Statement of Net Position in FY 2022-23 compared to FY 2021-22 is presented in Table 1 below. Generally, an increase in the District's net position is a good indicator of whether its financial health is improving or deteriorating. The District's net position decreased by \$120,777 to \$14,963,932 at FYE 2023, down from \$15,084,709 at FYE 2022, largely due to fewer grant proceeds and a large unrealized loss from our FY 2021-22 investment returns (first reported in FY 2022-23) on funds held with CalPERS.

| | <u>FYE 2022</u> | <u>FYE 2022</u> | <u>\$ Change</u> | <u>% Change</u> |
|--|-------------------|-------------------|------------------|-----------------|
| Cash | 3,227,398 | 3,800,035 | (572,637) | -15.1% |
| Capital Assets | 20,310,844 | 19,557,957 | 752,887 | 3.8% |
| Receivables/Other Assets | 663,542 | 1,113,650 | (450,108) | -40.4% |
| Total Assets | 24,201,784 | 24,471,642 | (269,858) | -1.1% |
| Bond & Loan principal debt outstanding | 8,625,190 | 9,165,415 | (540,225) | -5.9% |
| Other long-term liabilities | 441,433 | (610,113) | 1,051,546 | -172.4% |
| Other short-term liabilities | 171,229 | 831,631 | (660,402) | -79.4% |
| Total Liabilities | 9,237,852 | 9,386,933 | (149,081) | -1.6% |
| Net investment in capital assets | 11,685,654 | 10,392,542 | 1,293,112 | 12.4% |
| Restricted | 0 | 0 | 0 | |
| Unrestricted | 3,278,278 | 4,692,167 | (1,413,889) | -30.1% |
| Total Net Position | 14,963,932 | 15,084,709 | (120,777) | -0.8% |

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

The Statement of Revenues, Expenses, and Changes in Net Position provides additional information concerning this year's revenues and expenses that impacted net position. Table 2 below compares the District's Statement of Revenues, Expenses, and Changes in Net Position in FY 2022-23 versus FY 2021-22. The District's normal sources of revenue and expenses compared favorably in FY 2022-23 to FY 2021-22: Operating and normal non-operating revenues were up; Operating and normal non-operating expenses were down. However, one-time revenues (grant funding) were less than last year, and unrealized PERS investment returns were much less – a loss of \$1,065,984 – as reported in the FY 2022-23 financials compared to last year.

Table 2
Condensed Statement of Revenues, Expenses, and Changes in Net Position

| | <u>FYE 2023</u> | <u>FYE 2022</u> | <u>\$ Change</u> | <u>% Change</u> |
|--|------------------|------------------|--------------------|-----------------|
| Water Sales | 2,926,608 | 2,789,045 | 137,563 | 4.9% |
| Total Operating Revenues | 2,926,608 | 2,789,045 | 137,563 | 4.9% |
| Operating Expenses: | | | | |
| Salaries & Benefits | 1,288,451 | 1,397,937 | (109,486) | -7.8% |
| Services & Supplies | 707,500 | 775,301 | (67,801) | -8.7% |
| Depreciation Expense* | 933,062 | 935,373 | (2,311) | - |
| Total Operating Expenses | 2,929,013 | 3,108,611 | (179,598) | -5.8% |
| Net Operating Income (Loss) | (2,405) | (319,566) | 317,161 | 99.2% |
| Non-Operating Revenue | | | | |
| Non-Operating Revenue | 982,312 | 938,757 | 43,555 | 4.6% |
| Non-Operating Expenses: | | | | |
| Capital Project Grants | (233,409) | (248,632) | 15,223 | -6.1% |
| Unrealized Non-Operating Revenue (Expense)* | 198,709 | 712,610 | (513,901) | -72.1% |
| | (1,065,984) | 737,647 | (1,803,631) | -244.5% |
| Total Non-Operating Revenue (Expenses) | (118,372) | 2,140,382 | (2,258,754) | -105.5% |
| Net Income (Loss) or Change in Net Position | (120,777) | 1,820,816 | (1,941,593) | -106.6% |

* This item does not affect the District's FY cash flow

Total **operating and non-operating revenues** were \$3,908,920, 4.8% more than last year. Operating revenue (Water Sales) was up 4.9% from last year; charges for water were increased by 5%. Non-operating revenue is primarily flat charge revenue. Collected via property tax bills and expected to remain constant from year to year at around \$750,000, this year it came in at \$770,616. Finally, in FY 2022-23 the District received \$198,709 in grant funding, down from \$712,610 last year.

On the expense side, total **operating and non-operating expenses (including depreciation expense)** were \$3,162,422, 5.9% less than last year. The District's staffing costs stabilized in FY 2022-23 resulting in savings across the Board as the need for spending on transition consultants for the General Manager position subsided. Separate from the District's normal operating expense is the unrealized non-operating expense, which in FY 2022-23 consists of PERS investment losses of \$1,065,984 reported in FY 2022-23. We discuss this line item separately not only because PERS investment returns can swing widely from year to year significantly skewing overall numbers, but also because they are a non-cash expense.

III. CAPITAL SPENDING

In FY 2022-23, the District completed the CIP 2021 project and the Monte Rio Well 5 Rehabilitation project, plus continued/started other projects as noted below:

| Project | Project Description | Amount spent FY 2022-23 | % complete at FYE 2023 |
|----------|---|-------------------------|---|
| CIP 2021 | Replace 5600 lf of galvanized pipe and lead goosenecks with 6" HDPE main on Old River Rd and Woodland Dr. | \$1,065,532 | 100% complete (Project Total: \$1,788,555) |

| | | | |
|------------------------------------|--|-----------|--|
| Lower Harrison Tank Replacement | Removed old tank and replace with new 125,000 gallon tank | \$38,754 | As of FYE, construction portion not yet out to bid. Est. \$586,000 |
| Monte Rio Bridge | Remove steel main from old bridge, replace with 800 lf ductile main on new bridge | \$3,735 | County project delayed for an undetermined time. |
| Monte Rio Well 5 Rehab | Rehab MR Well 5 and building controls | \$32,678 | 100% complete Project Total: \$110,190) |
| Moscow Road | Relocate 200 lf 8" C-900 line with 8" ductile on the river side | \$3,352 | This is part of a pending County project. Est. at \$150,000 |
| Moscow Road Emergency Project 2023 | Install 150 lf of 8" c-900 main damaged by mudslide. Install 475 lf 8" water main outside the slide area to mitigate a future slide. | \$197,527 | 77% complete Est. \$257,640 |
| Neeley Road project | Replace 1200 lf 2" galvanized water main and 17 water services with 6-inch C-900 pipe, plus one fire hydrant. | \$339,860 | 69.4% complete Est. \$489,790 |

In addition to these capital projects, \$11,980 was spent on Tank/Facilities improvements.

IV. DISTRICT DEBT/SOURCES OF DEBT REPAYMENT

At the beginning of FY 2022-23, the District owed a total of \$9,165,415 in bond debt and a private placement loan. During the year the District made \$540,225 in principal payments. With interest, debt payments totaled \$779,373. No new debt was taken out in FY 2022-23. At FYE, the District owed a total of \$8,625,190 in borrowed funds.

The table below summarizes activity on the bonds and loans in FY 2022-23:

| <u>DEBT TYPE</u> | <u>ORIGINAL PRINCIPAL</u> | <u>PRINCIPAL OWED JULY 1, 2022</u> | <u>PRINCIPAL PAID FY 2022-23</u> | <u>PRINCIPAL OWED FYE 2023</u> |
|------------------------|---------------------------|------------------------------------|----------------------------------|--------------------------------|
| USDA G.O. Bonds | \$1,647,875 (2014) | \$1,458,798 | \$29,637 | \$1,429,161 |
| USDA G.O. Bonds | \$1,535,000 (2019) | \$1,484,000 | \$26,000 | \$1,458,000 |
| Capital One Bonds | 7,993,000 (2013) | \$4,959,392 | \$306,300 | \$4,653,092 |
| Private Placement Loan | \$3,000,000 (2008) | \$1,263,225 | \$178,288 | \$1,084,937 |
| | | \$9,165,415 | \$540,225 | \$8,625,190 |

V. DISTRICT RESERVES AND RESERVES ABOVE POLICY

The District adopted a Reserve Policy in 2009 that calls for leaving a designated amount of District funds in reserve for emergencies. All other District funds are considered "reserves above policy" and available for spending. In FY 2022-23, reserves above policy at FYE totaled \$2,676,773. These funds are primarily used to make District debt payments and for capital improvements

VI. ECONOMIC FACTORS, PROJECTED CAPITAL EXPENDITURES/SOURCES OF FUNDING

The bulk of the District's typical and unrestricted income is tied to water sales and flat charge revenue, both unaffected in any major way by economic events. The bulk of the District's cash on hand - over 85 percent - is conservatively managed via the County of Sonoma's investment pool. Interest rates remain low but are beginning to rise. Invested principal is secure. In addition to funds invested with the County, the District has invested in mutual funds through the Public Agency Retirement System (PARS). Use of the PARS funds is limited to an amount no greater than the costs of the PERS retirement program. The PARS investment is similar to the District's investment with the California Employee Retirement Benefit Trust (CERBT), managed by CalPERS. Use of funds invested with CERBT are limited to amounts no greater than the cost of retiree health benefits.

The District's 2021-26 Capital Improvement Program identifies almost \$5 million of additional capital projects. According to the District's long-term budget for this same time period annual capital construction costs will average about \$750,000 plus anticipated grant funding and use of District reserves to make up the balance of project costs. The District's capital construction is funded from four sources:

- **Surplus revenue.** In FY 2022-23 surplus operating revenue was \$400,000 and surplus capital revenue was \$397,491, for a total of \$797,491.
- **Grants.** In FY 2022-23 the District recorded \$198,709 in grant funding for capital projects and is approved for additional grant funding expected to be received for the next two years.
- **Loan proceeds.** The District is not considering incurring additional debt at FYE.
- **Reserves at FYE.** Reserves available for capital spending and capital debt ("reserves above policy") were at \$2,676,773 at FYE 2023. Less anticipated debt expenditures in FY 2023-24 as well as funds held with PARS and CERBT, at FYE reserves available for future capital project expenditures were approximately \$1.4 million.

VII. REQUEST FOR INFORMATION

This financial report is designed to provide our customers and creditors with a general overview of the district's finances and to demonstrate the district's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Sweetwater Springs Water District at P.O. Box 48, Guerneville, California, 95446.

SWEETWATER SPRINGS WATER DISTRICT
STATEMENT OF NET POSITION
June 30, 2023 and 2022

| | June 30, 2023 | June 30, 2022 |
|---------------------------------------|----------------------|----------------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash and investments | \$ 1,994,936 | \$ 2,744,334 |
| Accounts receivable | 162,609 | 177,464 |
| Flat charges receivables | 25,344 | 26,859 |
| Grant receivable | 166,323 | 688,973 |
| Unbilled revenue | 246,066 | 157,600 |
| Inventory | 56,505 | 56,505 |
| Prepaid expenses | 6,695 | 6,250 |
| TOTAL CURRENT ASSETS | 2,658,478 | 3,857,985 |
| NONCURRENT ASSETS | | |
| Land | 143,053 | 143,053 |
| Construction in progress | 605,607 | 830,384 |
| Buildings and improvements | 34,340,931 | 32,430,205 |
| Machinery and equipment | 711,404 | 711,404 |
| Less-accumulated depreciation | (15,490,151) | (14,557,089) |
| TOTAL CAPITAL ASSETS, NET | 20,310,844 | 19,557,957 |
| OTHER NONCURRENT ASSETS | | |
| Restricted cash and investments | 1,232,462 | 1,055,700 |
| TOTAL OTHER NONCURRENT ASSETS | 1,232,462 | 1,055,700 |
| TOTAL ASSETS | 24,201,784 | 24,471,642 |
| LIABILITIES | | |
| CURRENT LIABILITIES | | |
| Accounts payable | 42,633 | 697,183 |
| Accrued wages | 19,720 | 14,759 |
| Accrued interest | 87,710 | 93,449 |
| Customer deposits | 18,602 | 21,158 |
| Road maintenance obligations | 2,564 | 5,082 |
| Current portion of long term debt | 557,398 | 540,225 |
| TOTAL CURRENT LIABILITIES | 728,627 | 1,371,856 |
| LONG TERM LIABILITIES | | |
| Compensated absences | 40,527 | 43,298 |
| General obligation bonds payable | 7,166,712 | 7,540,253 |
| Citizens business bank (COP) payable | 901,080 | 1,084,937 |
| Net pension liability | 428,161 | (634,822) |
| Other postemployment benefits payable | (27,255) | (18,589) |
| TOTAL LONG TERM LIABILITIES | 8,509,225 | 8,015,077 |
| TOTAL LIABILITIES | 9,237,852 | 9,386,933 |
| NET POSITION | | |
| Net Investment in capital assets | 11,685,654 | 10,392,542 |
| Unrestricted | 3,278,278 | 4,692,167 |
| TOTAL NET POSITION | \$ 14,963,932 | \$ 15,084,709 |

See accompanying notes to basic financial statements

SWEETWATER SPRINGS WATER DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
For the Fiscal Year Ended June 30, 2023 and 2022

| | <u>Totals</u> <u>June 30, 2023</u> | <u>Totals</u> <u>June 30, 2022</u> |
|--|---------------------------------------|---------------------------------------|
| Operating Revenues | | |
| Charges for services | \$ 2,926,608 | \$ 2,789,045 |
| Total Operating Revenues | <u>2,926,608</u> | <u>2,789,045</u> |
| Operating Expenses | | |
| Salaries and employee benefits | 1,288,451 | 1,397,937 |
| Service and supplies | 707,500 | 775,301 |
| Depreciation | <u>933,062</u> | <u>935,373</u> |
| Total Operating Expenses | <u>2,929,013</u> | <u>3,108,611</u> |
| Operating Income (Loss) | <u>(2,405)</u> | <u>(319,566)</u> |
| Non-Operating Revenues (Expenses) | | |
| Interest income | 61,222 | 15,200 |
| Rents | 123,561 | 119,868 |
| Flat charges | 770,616 | 820,819 |
| Grant income | 198,709 | 712,610 |
| Other non-operating revenue | 26,913 | (17,130) |
| Change in actuarial assumptions | (1,065,984) | 737,647 |
| Interest expense unfunded pension liability | - | - |
| Interest expense | <u>(233,409)</u> | <u>(248,632)</u> |
| Total Non-Operating Revenues (Expenses) | <u>(118,372)</u> | <u>2,140,382</u> |
| Net Income (Loss) | (120,777) | 1,820,816 |
| Total Net Position, Beginning of Fiscal Year | <u>15,084,709</u> | <u>13,263,893</u> |
| Total Net Position, End of Fiscal Year | <u>\$ 14,963,932</u> | <u>\$ 15,084,709</u> |

See accompanying notes to basic financial statements

SWEETWATER SPRINGS WATER DISTRICT
STATEMENT OF CASH FLOWS
For the Fiscal Year Ended June 30, 2023 and 2022

| | Totals June 30, 2023 | Totals June 30, 2022 |
|---|-------------------------|-------------------------|
| Cash Flows From Operating Activities | | |
| Cash received from customers | \$ 2,852,997 | \$ 2,811,352 |
| Payments to suppliers for goods and services | (775,212) | (743,716) |
| Payments to employees and related items | (1,281,975) | (1,368,800) |
| Net cash flows provided by operating activities | 795,810 | 698,836 |
| Cash Flows From Capital and Related Financing Activities | | |
| Acquisition of capital assets | (2,291,258) | (111,142) |
| Grant income | 721,359 | 23,637 |
| Payments on long term debt | (540,225) | (523,771) |
| Payments on net pension liability | (3,001) | (1,385) |
| Interest payments | (239,148) | (254,199) |
| Net cash flows (used) by capital and related financing activities | (2,352,273) | (866,860) |
| Cash Flows From Non-Capital and Related Financing Activities | | |
| Flat charges | 772,131 | 824,582 |
| Miscellaneous non-operating revenues | 26,913 | (17,130) |
| Net cash provided by non-capital and related financing activities | 799,044 | 807,452 |
| Cash Flows From Investing Activities | | |
| Rents | 123,561 | 119,868 |
| Interest income | 61,222 | 15,200 |
| Net cash flows provided by investing activities | 184,783 | 135,068 |
| Net Increase (Decrease) in Cash and Investments | (572,636) | 774,496 |
| Cash and Investments, Beginning of Fiscal Year | 3,800,034 | 3,025,538 |
| Cash and Investments, End of Fiscal Year | \$ 3,227,398 | \$ 3,800,034 |
| Reconciliation of Cash and Investments to Amounts Reported on the Statement of Net Position: | | |
| Cash and investments | \$ 1,994,936 | \$ 2,744,334 |
| Restricted cash and investments | 1,233,462 | 1,055,700 |
| | \$ 3,228,398 | \$ 3,800,034 |
| Supplemental Disclosures: | | |
| Interest expense during the fiscal year | \$ 233,409 | \$ 248,632 |
| Interest capitalized during the fiscal year | \$ - | \$ - |

(continued)

See accompanying notes to basic financial statements

**SWEETWATER SPRINGS WATER DISTRICT
COMPARATIVE STATEMENT OF CASH FLOWS
For the Fiscal Year Ended June 30, 2023 and 2022**

(Continued)

| | Totals June 30, 2023 | Totals June 30, 2022 |
|---|-------------------------|-------------------------|
| Reconciliation of Operating Income (Loss) to Net Cash Provided by Operations: | | |
| Operating income (loss) | \$ (2,405) | (319,566) |
| Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities: | | |
| Depreciation | 933,062 | 935,373 |
| (Increase) Decrease in Operating Assets: | | |
| Accounts receivable/Unbilled Revenue | (73,611) | 22,307 |
| Inventory | | |
| Prepaid expenses | (445) | |
| Increase (Decrease) in Operating Liabilities: | | |
| Accounts payable | (49,241) | 83,776 |
| Accrued wages | 4,961 | (261) |
| Compensated absences | (2,771) | (22,100) |
| Customer deposits payable | (2,556) | 6,081 |
| Road maintenance obligations | (2,518) | 2 |
| Other postemployment benefits payable | (8,666) | (6,776) |
| Total Adjustments | 798,215 | 1,018,402 |
| Net Cash Provided by Operating Activities | \$ 795,810 | \$ 698,836 |

See accompanying notes to basic financial statements

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

The Sweetwater Springs Water District (District) was formed on December 6, 1988 with Resolution #88-2184 through an election under Section 30290 of the California State Water Code. The District supplies water services to residential and commercial users, and provides for connections to and the servicing of the delivering system. The District's Board of Directors has the responsibility of overseeing the financial activities of the District.

The District accounting policies conform to accounting principles generally accepted in the United States of America as applicable to governments, in accordance with the uniform system of accounts for water utility special enterprise districts as prescribed by the State Controller in compliance with the government code of the State of California.

B. Basis of Accounting

The District follows the accrual basis of accounting. The District's policy is to record all assets, liabilities, revenues, and expenses on the accrual basis of accounting and the flow of economic resources measurement focus. Under this method, revenue is recognized when earned and expenses are recognized when the related liability is incurred. In these funds, receivables have been recorded as revenue and provisions have been made for uncollectible amounts.

C. Proprietary Fund Accounting

The District has one fund which is considered a proprietary fund.

Proprietary Fund Financial Statements include a Statement of Net Position, a Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows.

In accordance with GASB Statement No. 20 and No. 62, the District has opted to apply all applicable GASB pronouncements and all Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board (APB) Opinions, and Accounting Research Bulletins (ARB) issued on or before November 30, 1989, unless they conflict with or contradict GASB pronouncements.

Operating revenues in the proprietary fund are those revenues that are generated from the primary operations of the fund. All other revenues are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operation of the fund. All other expenses are reported as non-operating expenses.

D. Budgetary Reporting

The annual budget is prepared in accordance with the basis of accounting utilized by the District. The budget is not legally required and therefore budget to actual information has not been presented, either as a statement or required or other supplementary information.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 1: Summary of Significant Accounting Policies (Continued)

E. Receivables

Bad debts associated with accounts receivable for services are tracked each year by staff, but have been deemed immaterial. Other receivables, if any, are shown at the anticipated recoverable amount, unless otherwise noted.

F. Flat Charges Receivable

Flat charges receivable represent direct charges owed to the District by property owners.

G. Inventories

Inventory consists primarily of water meters, water pipes, valves and fittings. Inventory is valued at estimated cost.

H. Capital Assets

Property, plant, and equipment are recorded at cost or estimated historical cost if actual cost is not available. Contributed assets are recorded at their fair value at the time of transfer to the District. Assets with a value of \$1,000 or less are expensed in the years acquired.

Depreciation is recorded using the straight-line method over the estimated useful lives of the assets. Depreciation is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. The range of estimated useful lives are as follows:

| | |
|------------------------|---------------|
| Water system | 20 - 40 years |
| Leasehold improvements | 7 years |
| Equipment | 3-5 years |

I. Vacation and Sick Leave

Vacation pay is accrued by the District in the period earned. At June 30, 2023 and 2022, accrued vacation pay amounted to \$40,527 and \$43,298 respectively.

J. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 2: Cash and Investments

The cash and investments are classified in the financial statements as shown below, based on whether or not their use is restricted under the terms of District debt instruments or District agreements.

The District's cash and investments are comprised of the following at June 30, 2023:

| | Unrestricted | Restricted | Totals |
|---------------------------------|--------------|--------------|--------------|
| Cash on hand | \$ 300 | \$ - | \$ 300 |
| Cash in bank | 140,725 | 152,198 | 292,923 |
| Cash and investments | 1,853,911 | 1,080,264 | 2,934,175 |
| Total Cash and Investments | \$ 1,994,936 | \$ 1,232,462 | \$ 3,227,398 |
| Statement of Net Position: | | | |
| Cash and investments | \$ 1,994,936 | | |
| Restricted cash and investments | 1,232,462 | | |
| Total | \$ 3,227,398 | | |

Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the Sweetwater Springs Water District (District) by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or the District's investment policy.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

| Authorized Investment Type | Maximum Maturity | Maximum Percentage of Portfolio | Maximum Investment in One Issuer |
|---|------------------|---|----------------------------------|
| Local Agency Bonds | 5 years | None | None |
| U.S. Treasury Obligations | 5 years | None | None |
| State of California Obligations | 5 years | None | None |
| CA Local Agency Obligations | 5 years | None | None |
| U.S. Agencies | 5 years | None | None |
| Bankers' Acceptances | 180 days | 40% | 30% |
| Commercial Paper - Selected Agencies | 270 days | 25% | 10% |
| Commercial Paper - Other Agencies | 270 days | 40% | 10% |
| Negotiable Certificates of Deposit | 5 years | 30% | None |
| Repurchase Agreements | 1 year | None | None |
| Reverse Repurchase Agreements & Securities Lending Agreements | 92 days | 20 % of the base value of the portfolio | None |
| Medium-Term Notes | 5 years | 30% | None |
| Mutual Funds | N/A | 20% | 10% |
| Money Market Mutual Funds | N/A | 20% | None |
| Collateralized Bank Deposits | 5 years | None | None |
| Mortgage Pass-Through Securities | 5 years | 20% | None |
| Time Deposits | 5 years | None | None |
| County Pooled Investment Funds | N/A | None | None |
| Local Agency Investment Fund (LAIF) | N/A | None | \$ 50 Million |

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in the market interest rates. The District manages its exposure to interest rate risk by investing a majority of its cash and investments in the County Pooled Investment Fund.

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity:

| Investment Type | Totals | Remaining maturity (in Months) | | | | | |
|-------------------------------|---------------------|--------------------------------|-----------------|--------------|--------------|--------------|---------------------|
| | | 12 Months or Less | 13 to 24 Months | 25-36 Months | 37-48 Months | 49-60 Months | More Than 60 Months |
| Public Agency Retirement Svc | \$ 258,150 | \$ 258,150 | | | | | |
| County Pooled Investment Fund | \$ 2,676,025 | \$ 2,676,025 | \$ - | \$ - | \$ - | \$ - | \$ - |
| | <u>\$ 2,934,175</u> | <u>\$ 2,934,175</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 2: Cash and Investments (Continued)

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California Government Code and the District's investment policy, and the actual rating as of fiscal year end for each investment type.

| Investment Type | Amount | Minimum Legal Rating | Exempt From Disclosure | Rating as of Fiscal Year End | | | |
|-------------------------------|---------------------|----------------------------|------------------------------|------------------------------|-------------|-------------|---------------------|
| | | | | AAA | AA | A | Not Rated |
| Public Agency Retirement Svc | \$ 258,150 | | | | | | \$ 258,150 |
| County Pooled Investment Fund | \$ 2,676,025 | N/A | \$ - | \$ - | \$ - | \$ - | \$ 2,676,025 |
| Total | \$ 2,934,175 | | \$ - | \$ - | \$ - | \$ - | \$ 2,934,175 |

Concentration of Credit Risk

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. There are no investments that represent 5% or more of total District investments (other than Sonoma County Investment Pool).

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure the District's deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

As of June 30, 2023, the District's deposits with financial institutions were \$125,048 in excess of federal depository insurance limits.

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as the Sonoma County Investment Pool).

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 3: Capital Assets

Capital asset activity for the fiscal year ended June 30, 2023 was as follows:

Capital assets, not being depreciated:

| | | | | | |
|--------------------------|----------------|----------------|------------------|------|----------------|
| Land | \$ 143,053 | \$ - | \$ - | \$ - | \$ 143,053 |
| Construction in progress | 830,384 | 579,493 | (804,270) | | 605,607 |
| | <u>973,437</u> | <u>579,493</u> | <u>(804,270)</u> | | <u>748,660</u> |

Capital Assets, being depreciated:

| | | | | | |
|---------------------------|-------------------|------------------|--|--|-------------------|
| Building and improvements | 32,430,205 | 1,910,726 | | | 34,340,931 |
| Machinery and equipment | 711,404 | | | | 711,404 |
| | <u>33,141,609</u> | <u>1,910,726</u> | | | <u>35,052,335</u> |

Accumulated depreciation:

| | | | | | |
|--------------------------------|----------------------|---------------------|---------------------|-------------|----------------------|
| Building and improvements | (13,910,869) | (904,982) | | | (14,815,851) |
| Machinery and equipment | (646,220) | (28,080) | | | (674,300) |
| | <u>(14,557,089)</u> | <u>(933,062)</u> | | | <u>(15,490,151)</u> |
| Total accumulated depreciation | <u>18,584,520</u> | <u>977,664</u> | | | <u>19,562,184</u> |
| Total depreciable assets, net | <u>\$ 19,557,957</u> | <u>\$ 1,557,157</u> | <u>\$ (804,270)</u> | <u>\$ -</u> | <u>\$ 20,310,844</u> |

Depreciation expense of \$933,062 was incurred and recorded as an operating expense for June 30, 2023.

Note 4: Long-Term Debt

The following is a summary of changes in long-term debt for the District for the fiscal year ended June 30, 2023:

| | Balance at June 30, 2022 | Additions | Repayments | Balance at June 30, 2023 | Due Within One Year |
|---|-----------------------------|-------------|---------------------|-----------------------------|------------------------|
| 2003 General Obligation Bonds | 2,942,797 | | (55,637) | 2,887,160 | 57,341 |
| 2013 General Obligation Refunding Bonds | 4,959,393 | | (306,300) | 4,653,093 | 316,200 |
| Citizens Business Bank Certificates of Participation | 1,263,225 | | (178,288) | 1,084,937 | 183,857 |
| Total | <u>\$ 9,165,415</u> | <u>\$ -</u> | <u>\$ (540,225)</u> | <u>\$ 8,625,190</u> | <u>\$ 557,398</u> |

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 4: Long-Term Debt (Continued)

2003 General Obligation Bonds

On April 29, 2003, and pursuant to Resolution No. 03-15, the District authorized the issuance of General Obligation Bond of 1990, Series 2003 in the principal amount of \$4,000,000. The bond was issued as a single fully registered bond and matures in installments of the same principal amounts on the same dates as the registered bonds it represents. Interest on the bond is 4.5% per annum, payable commencing on March 1, 2004 and semi-annually thereafter on September 1st and March 1st in each year to maturity. During the fiscal year ended June 30, 2014, the District prepaid \$1,994,000 of the outstanding principal on the 2003 General Obligation Bonds from a portion of the proceeds of the 2013 General Obligation Refunding Bonds. The first installment payment that was due September 1, 2014 was deferred until September 1, 2015. The accrued interest of \$36,875, as a result of the deferred payment date, was added to the principal balance for a total outstanding balance of \$1,647,875.

The scheduled annual minimum debt service requirements at June 30, 2023 are as follows:

| Fiscal Year Ended June 30, | Principal | Interest | Total |
|-------------------------------|---------------------|-------------------|---------------------|
| 2024 | 30,341 | \$ 33,945 | \$ 64,286 |
| 2025 | 31,062 | 33,225 | 64,287 |
| 2026 | 31,799 | 32,488 | 64,287 |
| 2027 | 32,555 | 31,733 | 64,288 |
| 2028 | 33,328 | 30,960 | 64,288 |
| 2029-2033 | 178,894 | 142,551 | 321,445 |
| 2034-2038 | 201,171 | 120,285 | 321,456 |
| 2039-2043 | 226,224 | 95,247 | 321,471 |
| 2044-2048 | 254,394 | 67,091 | 321,485 |
| 2049-2053 | 286,072 | 35,428 | 321,500 |
| 2054 | 123,321 | 4,438 | 127,759 |
| Total | <u>\$ 1,429,161</u> | <u>\$ 627,391</u> | <u>\$ 2,056,552</u> |

2018 General Obligation Bonds

On December 1, 2018, and pursuant to Resolution No. 17-6 and 17-7, the District authorized the issuance of General Obligation Bonds in the principal amount of \$1,535,000. The bond was issued as a single fully registered bond and matures in installments of the same principal amounts on the same dates as the registered bonds it represents. Interest on the bond is 2.25% per annum, payable commencing on June 1, 2019 and semi-annually thereafter on December 1st and June 1st in each year to maturity.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 4: Long-Term Debt (Continued)

The scheduled annual minimum debt service requirements at June 30, 2023 are as follows:

| Fiscal Year Ended June 30, | Principal | Interest | Total |
|-------------------------------|---------------------|-------------------|---------------------|
| 2024 | 27,000 | \$ 32,501 | \$ 59,501 |
| 2025 | 27,000 | 31,894 | 58,894 |
| 2026 | 28,000 | 31,275 | 59,275 |
| 2027 | 29,000 | 30,634 | 59,634 |
| 2028 | 29,000 | 29,981 | 58,981 |
| 2029-2033 | 157,000 | 139,601 | 296,601 |
| 2034-2038 | 174,000 | 121,005 | 295,005 |
| 2039-2043 | 198,000 | 100,193 | 298,193 |
| 2044-2048 | 225,000 | 77,224 | 302,224 |
| 2049-2053 | 250,000 | 49,616 | 299,616 |
| 2054-2058 | 275,000 | 20,017 | 295,017 |
| 2059 | 39,000 | 439 | 39,439 |
| Total | <u>\$ 1,458,000</u> | <u>\$ 664,380</u> | <u>\$ 2,122,380</u> |

2013 General Obligation Refunding Bonds

On August 1, 2013, the District issued \$7,993,000 of General Obligation Refunding Bonds bearing interest of 4.50% and payable semi-annually on September 1 and March 1, maturing on September 1, 2033. The proceeds of the Bonds were used to (i) prepay, in full, the 1992 General Obligation Bonds; (ii) partial prepayment of the 2003 General Obligation Bonds, and (iii) pay the costs of issuing the Bonds. The outstanding principal balance of the 2013 General Obligation Refunding Bonds at June 30, 2015 was \$7,553,000.

\$7,821,765 from the 2013 General Obligation Refunding Bonds was placed in an irrevocable trust that is to be used to service the future debt requirements of the 1992 General Obligation Bonds and the 2003 General Obligation Bonds. The refunding resulted in an economic gain (difference between the present value of the debt service payments on the old and new debts) of \$648,545. The aggregate difference in debt service between the old and new debt is \$923,427.

The District defeased the 1992 General Obligation Bonds by placing a portion of the proceeds of the 2013 General Obligation Refunding Bonds in an irrevocable trust to provide for all future debt service payments on the 1992 General Obligation Bonds. Accordingly, the trust account assets and the liability for the defeased 1992 General Obligation Bonds is not included in the District's financial statements.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 4: Long-Term Debt (Continued)

2013 General Obligation Refunding Bonds (Continued)

The scheduled annual minimum debt service requirements at June 30, 2023 are as follows:

| Fiscal Year Ended June 30, | Principal | Interest | Total |
|-------------------------------|---------------------|-------------------|---------------------|
| 2024 | \$ 316,200 | \$ 124,961 | \$ 441,161 |
| 2025 | 323,500 | 116,069 | 439,569 |
| 2026 | 330,800 | 106,974 | 437,774 |
| 2027 | 339,900 | 97,651 | 437,551 |
| 2028 | 437,273 | 86,849 | 524,122 |
| 2029-2033 | 2,385,659 | 241,869 | 2,627,528 |
| 2034 | 519,761 | 7,225 | 526,986 |
| Total | <u>\$ 4,653,093</u> | <u>\$ 781,598</u> | <u>\$ 5,434,691</u> |

Citizens Business Bank Certificates of Participation Payable

On August 1, 2008, Citizens Business Bank as assigned from Municipal Finance Corporation provided a \$3,000,000 loan to the District in the form of Certificates of Participation.

The Certificates of Participation bear interest at 4.75% through August 1, 2018 and then due to a rate renegotiation with Citizen Business Bank in November 2016 was reduced to 3.1% and will remain until the loan matures on August 1, 2028. Principal and interest payments are due semi-annually on February 1st and August 1st in the amount of \$117,007 through August 1, 2018 and \$108,038 for the remainder of the loan.

The scheduled annual minimum debt service requirements at June 30, 2023 are as follows:

| Fiscal Year Ended June 30, | Principal | Interest | Total |
|-------------------------------|---------------------|-------------------|---------------------|
| 2024 | \$ 183,867 | \$ 32,219 | \$ 216,086 |
| 2025 | 189,601 | 26,475 | 216,076 |
| 2026 | 195,524 | 20,552 | 216,076 |
| 2027 | 201,633 | 14,444 | 216,077 |
| 2028 | 207,932 | 8,145 | 216,077 |
| 2029 | 106,390 | 1,649 | 108,039 |
| Total | <u>\$ 1,084,947</u> | <u>\$ 103,484</u> | <u>\$ 1,188,431</u> |

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 5: Operating Leases

The District has entered into an operating lease arrangement as lessee for the District offices. The term of the lease was for five years with an option to extend for seven, one year periods. The initial five year lease expired on July 31, 2014. On May 6, 2014, the District renegotiated the office lease. The new lease commences August 1, 2014 and expires on July 31, 2017, at a cost of \$2,364 per month. The new lease had an option to extend for one additional term of three years which was extended on July 31, 2017 through July 31, 2020 at \$ 2,483 per month. On April 16, 2020 the District exercised its option to extend the lease for an additional three years at \$2,606 per month. This extension has an option to extend the lease for an additional three years at \$2,736 per month which was extended in July 2023.

The District has also entered into an operating lease arrangement as lessee for a postage machine. The term of the lease is five years, beginning in October 2020. The District's current quarterly lease expense for the postage machine is \$418.

The total rental payments for all leasing arrangements charged to expenses were \$32,945 and \$32,540 for June 30, 2023 and 2022 respectively.

Note 6: Employees Retirement Plan (Defined Benefit Pension Plan)

General Information about the Pension Plan

Plan Description, Benefits Provided and Employees Covered

The plan is a cost-sharing multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). A full description of the pension plan benefit provisions, assumptions for funding purposes but not accounting purposes, and membership information is listed in the June 30, 2022 Annual Actuarial Valuation Report. Details of the benefits provided can be obtained in Appendix B of the June 30, 2022 actuarial valuation report. This report is a publicly available valuation report that can be obtained at CalPERS' website under Forms and Publications.

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2020 (the measurement date), the active employee contribution rate is 6.92 percent of annual pay and the average employer's contribution rate is 10.32 percent of annual payroll for the 2% @ 55 plan and the active employee contribution rate is 6.75 percent of annual pay and the average employer's contribution rate is 7.47 percent of annual payroll for the 2% @ 62 plan. Employer contributions rates may change if plan contracts are amended.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Annual Pension Cost

For June 30, 2023, the District's annual pension cost of \$ 67,115 for PERS was equal to the District's required and actual contributions and plus an additional \$ 3,001 towards its unfunded liability. The required portion of the contribution was determined as part of the June 30, 2020 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 7.00% investment rate return of (net of administrative expenses), (b) projected annual salary increases that vary by duration of service, and (c) 2.75% per year cost-of-living adjustments. Both (a) and (b) included an inflation component of 2.50%. The actuarial value of PERS assets was determined by an amortization that will pay for all gains and losses over a fixed 20-year period. The required and actual contribution rate for June 30, 2023 was determined as part of the June 30, 2020 actuarial valuation in which PERS using the same assumptions as the previous year

Three-Year Trend Information For PERS

| <u>Fiscal Year</u> | <u>Annual Pension Cost (APC)</u> | <u>Percentage of APC Contributed</u> | <u>Net Pension Obligation</u> |
|--------------------|----------------------------------|--------------------------------------|-------------------------------|
| 6/30/21 | 68,732 | 100% | 0 |
| 6/30/22 | 66,612 | 100% | 0 |
| 6/30/23 | 67,115 | 100% | 0 |

The table below shows a three-year analysis of the actuarial accrued liability of the 2% @55 plan, the plan's share of the pool's market value of assets, plan's share of the pool's unfunded liability, funded ratio and the annual covered payroll as of June 30:

| <u>Valuation Date</u> | <u>Accrued Liability</u> | <u>Shared Mkt Value/Assets</u> | <u>Unfunded Liability</u> | <u>Funded Ratio</u> | <u>Covered Payroll</u> |
|-----------------------|--------------------------|--------------------------------|---------------------------|---------------------|------------------------|
| 6/30/20 | 5,505,873 | 4,891,246 | 614,627 | 88.8% | 443,092 |
| 6/30/21 | 5,998,048 | 6,613,573 | (615,525) | 110.3% | 406,661 |
| 6/30/22 | 6,367,329 | 5,991,216 | 376,113 | 94.1% | 281,300 |

The table below shows a three-year analysis of the actuarial accrued liability of the 2% @62 plan, the plan's share of the pool's market value of assets, plan's share of the pool's unfunded liability, funded ratio and the annual covered payroll as of June 30:

| <u>Valuation Date</u> | <u>Accrued Liability</u> | <u>Shared Mkt Value/Assets</u> | <u>Unfunded Liability</u> | <u>Funded Ratio</u> | <u>Covered Payroll</u> |
|-----------------------|--------------------------|--------------------------------|---------------------------|---------------------|------------------------|
| 6/30/20 | 107,053 | 102,198 | 4,855 | 95.5% | 346,587 |
| 6/30/21 | 187,446 | 205,360 | (17,914) | 109.6% | 367,075 |
| 6/30/22 | 194,883 | 178,896 | 15,987 | 91.8% | 343,636 |

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Note 7: Net Position

GASB Statement No. 63 require that the difference between assets added to the deferred outflows of resources and liabilities added to the deferred inflows of resources be reported as net position. Net position is classified as either net investment in capital assets, restricted, or unrestricted.

Net position that is net investment in capital assets consist of capital assets, net of accumulated depreciation, and reduced by the outstanding principal of related debt. Restricted net position is the portion of net position that has external constraints placed on it by creditors, grantors, contributors, laws, or regulations of other governments, or through constitutional provisions or enabling legislation. Unrestricted net position consists of net position that does not meet the definition on net investment in capital assets or restricted net position.

The District maintains the majority of its cash with the Sonoma County Treasury in a general operating account, debt service accounts, and construction accounts.

Note 8: Deferred Compensation Plans

The District offers its employees two deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans are available to all employees. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plans, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) held in trust by a third party administrator (ING and AIG Valic) for the exclusive benefit of the plan participants and their beneficiaries as prescribed by Internal Revenue Code Section 457 (g). Accordingly, these assets have been excluded from the accompanying financial statements.

Note 9: Risk Management

The District participates in a joint venture under a joint powers agreement (JPA) with the Special District Risk Management Authority (SDRMA) for insurance purposes. The SDRMA is a joint powers agency formed pursuant to Section 6500 et seq., California Government Code, is comprised of California special districts, and agencies. The relationship between the District and JPA is such that the JPA is not a component of the District for financial reporting purposes. The SDRMA's purpose is to jointly fund and develop programs to provide stable, efficient, and long term risk financing for special districts. These programs are provided through collective self-insurance; the purchase of insurance coverage's; or a combination thereof. SDRMA provides general and auto liability, workers' compensation, public officials' and employees' errors and omissions, employment practices liability, property loss, and boiler and machinery coverage.

Note 10: Contingencies

In July 2020, the District entered into a contract with Coastland Civil Engineering for Design/Engineering Services related to CIP 2021 in the sum of \$144,958. In May, 2021 the contract was amended (increased to \$150,000). This project was completed. A total of \$139,054 was paid to Coastland.

In December 2021, the District entered into a contract with Bartley Pump LLC for rehabilitation and electrical work on two (2) District wells in the sum of \$89,212. This project was completed. A total of \$94,146 was paid to Bartley Pump.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

In February, 2022, the District entered into a contract with Piazza Construction for construction of CIP 2021 in the sum of \$1,353,421. In FY 2021-22, change orders totaling \$32,085 were approved, bringing the total contract with Piazza to \$1,385,506. This project was completed. A total of \$1,413,144 was paid to Piazza.

In February, 2022, the District entered into a contract with Coastland Civil Engineering for Construction Management Services related to CIP 2021 in the sum of \$161,880. This project was completed.. A total of \$197,425 was paid to Coastland.

In March, 2022, the District agreed to a Task Order with Coastland Civil Engineering for Design/Engineering Services related to Lower Harrison Tank driveway retaining wall in the sum of \$69,675. As of June 2023, \$60,323 was paid to Coastland.

In April 2023, the District entered into a contract with Piazza Construction in the sum of \$144,000 for construction of Moscow Road Water Line Repairs project. Including change orders, as of June 2023 a total of \$159,662 was paid to Piazza.

In April 2023, the District entered into a contract with Coastland Civil Engineering for Construction Management Services related to the Moscow Road Water Line Repairs project in the sum of \$50,000. As of June 2023, a total of \$37,865 was paid to Coastland.

In April 2023, the District entered into a contract with Piazza Construction in the sum of \$377,190 for construction of the Neeley Road project. Including change orders, as of June 2023 a total of \$311,788 was paid to Piazza.

In April 2023, the District entered into a contract with Coastland Civil Engineering for Construction Management Services related to the Neeley Road project in the sum of \$112,000. As of June 2023, a total of \$28,073 was paid to Coastland.

Note 11: Post-Retirement Health Insurance

The District provides certain health insurance benefits to retired employees in accordance with memoranda of understanding as follows:

For employees who retire from the District and from CalPERS after at least five (5) years of service with CalPERS and who have reached the age of fifty-two (52) years old (fifty (50) years old for Classic PERS members), and who continue health insurance through a District-sponsored health insurance plan, the District will contribute the minimum monthly amount (as required by CalPERS) of the health insurance premium (\$151 in 2023 and \$149 in 2022).

Funding Policy

The District adopted a resolution to enter into an agreement with CalPERS to participate in the California Employer's Retiree Benefit Trust Program (CERBT). For fiscal year 2022-23 the District contributed \$13,800, which covered retiree current premiums plus \$3,000 of additional prefunding of benefits. Currently, there are 6 retirees who are receiving benefits.

Annual OPEB and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

parameters of GASB Statement No. 45's Alternative Measurement Method allowed for employers with less than 100 plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District's annual OPEB cost for the fiscal year, the amount actually contributed to the plan, and changes in the District's net OPEB obligation:

| | | |
|---|----|-----------------|
| Annual required contribution | \$ | 5,043 |
| Interest on net OPEB obligation | | (889) |
| Adjustment to ARC | | <u>979</u> |
| Annual OPEB cost (expense) | | 5,133 |
| Contributions made | | <u>(13,800)</u> |
| Increase in net OPEB obligation | | (8,666) |
| Net OPEB obligation - Beginning of the year | | <u>(18,589)</u> |
| Net OPEB obligation - End of year | \$ | <u>(27,255)</u> |

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal years 2020-21, 2021-22 and 2022-23 were as follows:

| Fiscal Year | Annual OPEB | Percent of Annual OPEB Cost | OPEB Obligation (Asset) |
|-------------|-------------|-----------------------------------|-------------------------------|
| 6/30/2021 | \$ 5,503 | 100% | \$ (11,813) |
| 6/30/2022 | \$ 4,214 | 262% | \$ (18,589) |
| 6/30/2023 | \$ 5,133 | 269% | \$ (27,255) |

Funded Status and Funding Progress

As of June 30, 2023, the most recent Alternate Measurement Method valuation date, the plan was 23.8% funded. The actuarial accrued liability for benefits was \$263,990, and the actuarial value of assets was \$62,858, resulting in an unfunded actuarial accrued liability (UAAL) of \$201,132. The covered payroll (annual payroll of active employees covered by the plan) was \$318,436, and the ratio of the UAAL to the covered payroll was 63 percent.

The Alternate Measurement Method valuation of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, present multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The Alternate Measurement Method valuation methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

SWEETWATER SPRINGS WATER DISTRICT
Notes to Basic Financial Statements
June 30, 2023 AND 2022

Actuarial assumptions used to calculate the ARC as follows: (1) The minimum Employer Contribution rate of increase is 2.75 percent based on five years' actual MEC increases. (2) The discount rate used is 3.50 percent based on methodology presented in GASB 75. In addition actuarial assumptions presume 75 percent of employees will choose to participate in CalPERS health upon retirement. The actuarial value of assets is not applicable (No assets as of the initial valuation date). The UAAL is being amortized as a flat percentage of covered payrolls over thirty years. The remaining amortization period at June 30, 2023 was twenty-one (21) years.

Other Postemployment Benefits

Schedule of Funding Progress

| Valuation Date | Liability (a) | Assets (b) | Net Liability (a) – (b) | Status (b)/(a) |
|-------------------|------------------|---------------|----------------------------|-------------------|
| 6/30/2014 | \$ 392,471 | \$ 15,287 | \$ 377,184 | 3.9% |
| 6/30/2015 | \$ 422,461 | \$ 21,482 | \$ 400,979 | 5.1% |
| 6/30/2016 | \$ 418,666 | \$ 25,428 | \$ 393,238 | 6.1% |
| 6/30/2017 | \$ 479,571 | \$ 31,495 | \$ 448,076 | 6.6% |
| 6/30/2018 | \$ 370,760 | \$ 37,076 | \$ 333,684 | 10.0% |
| 6/30/2019 | \$ 360,271 | \$ 42,621 | \$ 317,650 | 11.8% |
| 6/30/2020 | \$ 319,468 | \$ 47,203 | \$ 272,265 | 14.7% |
| 6/30/2021 | \$ 298,913 | \$ 63,884 | \$ 235,029 | 21.4% |
| 6/30/2022 | \$ 236,807 | \$ 57,837 | \$ 178,970 | 24.4% |
| 6/30/2023 | \$ 263,990 | \$ 62,858 | \$ 201,132 | 23.8% |

Note 12: Subsequent Event

Subsequent events are those events or transactions that occur subsequent to the effective date of the financial statements, but prior to the issuance of the final reports, which may have a material effect on the financial statement or disclosures therein.

There are no subsequent events that have occurred through November 16, 2023 that meet the above definition.

Draft

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-B

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

SUBJECT: 2023 ORGANIZATION MEETING / BOARD ELECTIONS

RECOMMENDED ACTION: Elect Board officers for the coming year.

FISCAL IMPACT: None.

DISCUSSION:

District policy requires the election of officers for the coming year at the December Board meeting unless there is a change in the Board due to the November election. District policy states:

"5000.50 Annual Organizational Meeting: The Board of Directors shall hold an annual organizational meeting at its regular meeting in December, except in years when new Directors are elected to the Board at the November regular election and seated after the regular December meeting. In those years, the annual organization meeting will be held at the regular January meeting. At this annual meeting, the Board will select and appoint officers, as described in sections 4050.11 through 4050.13, from among its members to serve during the coming calendar year."

Sections 4005.11 through 4050.13 describe the positions of President, Vice President, and Financial Coordinator.

This year there are no new Directors to be seated after the December meeting; thus, the Board will select and appoint officers at the December meeting.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-C

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: Discussion/Action re CalPERS Valuation Report and District Unfunded Liability

RECOMMENDED ACTION:

During the last Board meeting the Board requested that this item be added to the December meeting agenda to allow for more discussion and possible action regarding the CalPERS Valuation Report and the District's Unfunded Liability. Staff is recommending the Board take action to address the District's unfunded liability.

FISCAL IMPACT:

Impacts to the District will vary depending on action taken by the Board to address the unfunded liability. Staff is recommending that the District pay the unfunded liability totaling approximately \$500,000 from District Reserves, to be reimbursed this year and next at \$250,000.00 each year (See attached plan).

Total Unfunded Liability including interest is projected to be \$533,484.00.

DISCUSSION:

Attached is the staff report from the October meeting to serve as a reference to aid in discussion. Also attached is a plan to reduce the District unfunded liability over the next two fiscal years. The District has the option to follow the CalPERS payment plan that has a projected term of twenty years or the District can develop a plan to pay down the unfunded liability sooner.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-C.1

FROM: Eric Schanz, General Manager

Meeting Date: October 5, 2023

Subject: Discussion/Action re CalPERS Valuation Report and District Unfunded Liability

RECOMMENDED ACTION:

None. Information only.

FISCAL IMPACT:

For FY 2023-24, the District's mandatory payment for CalPERS Unfunded Liability (UL) is \$0 (for the 2% at 55 Plan). However, the unfunded liability accrued in FY 2021-22 will have a fiscal impact beginning in FY 2024-25. The size and duration of the impact will depend on how the District chooses to pay off the liability.

DISCUSSION:

This staff report reviews the UL portion of the annual retirement valuation we receive in August from PERS. This year's report provides final UL figures for FY 2021-22 and preliminary figures for FY 2022-23. Discussion is limited to the District's 2%@55 plan.

Review: What is UL? Unfunded Liability (UL) represents the shortfall between the District's assets at PERS and the present value of estimated retirement costs for current and future District retirees. As a simple example, if PERS estimates it will cost \$3,000,000 (adjusted for present value) to fund the retirement of existing and future District retirees, but our assets with PERS are only \$2,500,000, the UL would be \$500,000:

$$\text{Example: } \$3,000,000 - \$2,500,000 = \$500,000$$

These figures can also be used to determine a retirement plan's "funded status". In the example above, the District would be considered 83.3% funded:

$$\text{Example: } \$2,500,000/\$3,000,000 = .833, \text{ or } 83.3\%$$

UL information in this year’s annual valuation report, which covers FY 2021-22. We began the year with a UL surplus of \$615,525. We earned interest on that surplus in the sum of \$35,424.

In FY 2021-22 CalPERS investment returns were actually investment losses of -6.1%. CalPERS assumes it will achieve investment returns of 6.8% each year, so in FY 2021-22 it missed its investment assumptions by 12.9%.

The total increase to the District’s liability as a result of this investment shortfall was \$1,027,062. Subtracting our surplus, we ended FY 2021-22 with an unfunded liability of \$376,112. During FY 2022-23, interest was charged on this liability (at a rate of 6.8%).

| | |
|------------------------------------|-------------------|
| FY 2020-21 UL (surplus): | \$ 615,525 |
| Plus Interest earnings: | 35,424 |
| Minus FY 2021-22 Investment | |
| Losses | 1,027,062 |
| FY 2021-22 UL | \$ 376,113 |

It’s a grim report this year for the District, “but you should see the other guys.” Because we had a surplus going into FY 2021-22, **the District’s funded status at FYE 2022 is 94.1%**, down from 110.3% at the end of FY 2020-21 but still at a respectable number. PERS as a whole, on the other hand, has a funded status of 72% as of FYE 2022. (See, PERS’ Investment and Pension Funding Facts at a Glance for FY 2021-22 attached.)

UL information for FY 2022-23. Since the FY 2021-22 report was prepared, we now know that PERS achieved investment returns of 5.8% in FY 2022-23, missing the assumed return of 6.8% by 1%. We don’t know yet how much that will add to the District’s liability, but staff is projecting that UL will rise by approximately \$100,000 as a result of this miss.

JK's Proposal to Address Unfunded Liability (2%@55 Plan):

Pay off using District Reserves in FY 2023-24, then reimburse District Reserves as follows:

Total payments: \$573,484

| | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 |
|--|-------------|-----------|-----------|-----------|---------|---------|---------|---------|
| UL Beginning Balance | | | | | | | | |
| UL added (est.) | -\$650,949 | \$405,884 | \$533,484 | | \$0 | | | |
| Interest Accrued | \$1,031,258 | \$100,000 | \$0 | \$0 | \$0 | | | |
| PERS Mandatory Pymt est | \$25,575 | \$27,600 | \$20,000 | \$0 | \$0 | | | |
| PERS Extra Payment Operations* | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| PERS Extra Payment Sinking Fund (CIRF) | \$0 | \$0 | \$0 | \$148,484 | \$0 | | | |
| PERS Extra Payment PARS | \$0 | \$0 | \$200,000 | \$125,000 | \$0 | | | |
| PERS Extra Payment Building Fund | \$0 | \$0 | \$25,000 | \$25,000 | \$0 | | | |
| Est PERS UL FYE | \$0 | \$0 | \$50,000 | \$0 | \$0 | | | |
| | \$405,884 | \$533,484 | | | | | | |

*(Adds one additional year of Reserves reimbursement from Operations to the current Reserves reimbursements schedule)

CalPERS Schedule to Address Unfunded Liability

Total payments: \$1,013,779

| | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 |
|--------------------------------------|-------------|-----------|-----------|----------|----------|----------|----------|--------------------------------------|
| UL added | | | | | | | | |
| UL added (est.) | -\$650,949 | \$405,884 | \$533,484 | | | | | |
| Interest Accrued | \$1,031,258 | \$100,000 | \$0 | \$0 | \$0 | | | |
| PERS Mandatory Pymt FY 2021-22 UL ad | \$25,575 | \$27,600 | | | | | | |
| PERS Mandatory Pymt FY 2022-23 UL ad | \$0 | \$0 | \$0 | \$16,302 | \$23,426 | \$30,550 | \$37,673 | \$44,797 |
| Est PERS UL FYE | \$0 | \$0 | \$0 | \$0 | \$3,728 | \$5,371 | \$7,004 | \$8,637 |
| | \$405,884 | \$533,484 | | | | | | |
| | | | | | | | | \$44,797 plus 14 years plus 15 years |

Is this a wise time to deplete cash on hand for UL? Staff believes "yes". We are still receiving grant funding, and anticipated costs for two of our projects (Willow/Bay and MR Bridge) are now off the table, at least for the short term. Costs for our next two projects (Lower Harrison tank and Wright Dr.) which will be under construction for at least the next two years have been approved for partial grant funding, and for FY 2022-23 we should have reduced staffing costs as we have not yet hired an open field position. Also, County interest earnings, while higher, are still less than PERS UL interest rates.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-D

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

SUBJECT: Discussion and Review re Draft FY 2023-2028 Capital Improvement Program (CIP)

RECOMMENDED ACTION: Receive report from the General Manager. Discussion of the Draft FY 2023-2028 Capital Improvement Program.

FISCAL IMPACT: none

DISCUSSION:

The General Manager will provide a report on the current projects in progress for FY 2023 that will continue into FY 2024 and discuss with the Board future CIP projects.

Coastland Engineering is reviewing the CIP projects for the next five years and will update the cost estimates to reflect total cost of the projects including design, construction and construction management. Current cost projections do not line up with the increased cost in construction, materials and labor. As the District seeks funding for these projects and has limited funding to complete these projects it is important to have accurate cost estimates to avoid budget shortfalls upon project implementation.

The Master Plan when completed will help to guide the Districts CIP for the next decade by providing an engineered look at the current water system and update the system improvements completed since the last Master Plan update. The Master Plan Project Proposal will be presented at the January meeting for Board discussion and action.

As we review the CIP a balanced approach to project development should be discussed to ensure that the projects are properly prioritized and distributed between the two water systems so that one water system is not overprioritized over the other.

Sweetwater Springs Water District Draft 2023-2028 CIP Prioritized Projects by Year

| Year | Projects | Estimated Cost to include design, Construction and Construction Management | Potential Grant Funding | Comments |
|----------------------|---|--|-------------------------|--|
| FY 2023- 2024 | | | | |
| | Wright Drive Upper and Lower Pressure Zone, Natoma Tank, and Edgehill Booster Design and Planning | \$211,840 | \$160,450 | CDBG funding dependent on completion of environmental. |
| | Lower Harrison Tank Replacement Project | \$872,110 | \$581,675 | DWR Funding. Request for additional funding is in progress. |
| | Master Plan | \$218,000 | | Awaiting final approval. |
| | New Truck | \$90,000 | | Bidding in Progress. |
| | FY 2023-2024 Total | \$1,391,950 | \$742,125 | \$581,675 Grant funding (DWR Drought Grant). \$160,450 CDBG Funding. |
| FY 2024- 2025 | Skip Capital Projects | | | Allows time to save funds and seek grant funding for the upcoming project. |
| FY 2025- 2026 | | | | |
| | Wright Drive upper pressure zone. – (GV) Replace approximately 3,280 ft of existing mainline and 47 associated services along Wright Dr, Glenda Dr, Natoma Dr. | \$1,312,000 | | Two-inch steel water main (85%) had nine leaks in 2020, six-inch Asbestos/ Concrete (15%) had eight leaks in 2020. This project was approved in the 2020-2025 CIP. |
| | FY 2025-2026 Total | \$1,312,000 | | |
| FY 2026- 2027 | | | | |
| | Wright Drive main pressure zone. – (GV) Replace approximately 2,600 ft of existing mainline and 18 associated services along Wright Dr. and Wright Ln. | \$1,040,000 | | Two-inch steel water main (30%) had three leaks in 2020, two-inch PVC water main has been 40% replaced, six-inch Asbestos/ Concrete (30%). This section of the project would be completed with the Upper Wright Drive project. This project was approved in the 2020-2025 CIP. |
| | Natoma Tank – Replace the existing 10,000-gallon storage tank with a 30,000-storage tank. (requires completion of Natoma Tank and includes Edgehill Booster) | \$260,000 | | Redwood Tank with liner provides little to no fire protection for this area presently. This project was approved in the 2020-2025 CIP. |
| | Monte Rio Pipeline Replacement Design | \$60,000 | | Pipeline replacement design for future bridge retrofit. |
| | FY 2026-2027 Total | \$1,300,000 | | |
| FY 2027-2028 | Monte Rio Bridge 800' 8" Ductile Iron Water Main Replacement, Earthquake Retrofit Project- | \$1,000,000 | | Water Main will be replaced and set up with earthquake retrofitting. Depends on Bridge retrofit schedule. This project may be moved to match the County schedule. |
| | FY 2027-2028 Total | \$1,000,000 | | |
| | FY 2023-2028 Total | \$5,063,950 | | |

| Other Projects | | | |
|---|---------------------|--|---|
| | | | |
| Schoeneman pressure zone- main line replacement. (GV) Replace approximately 3,000 ft of existing mainline and 47 associated services along Highland Way, Sunset Ave, Woodland Dr, Laurel Way and Morningside Drive. (requires completion of Schoeneman Tank | \$1,200,000 | | Existing two-inch steel water main (50%), three-inch steel water main (40%), six-inch Asbestos/ Concrete (10%). This project was approved in the 2020-2025 CIP. |
| Schoeneman Tank- Replace the existing 10,000 gallon tank with a 30,000-gallon storage tank. | \$150,000 | | Existing tank is undersized for fire protection. This project was approved in the 2020-2025 CIP. |
| Park Ave. (GV) replace approximately 2900 ft. of main line on Park Ave. and McLane, 37 services. Loop two dead end lines. Replace/repair Park Ave. Tank | \$1,160,000 | | This section of the water system has experienced twelve leaks in 2020. The existing water main is two-inch steel and four-inch steel that goes under a house to feed lower Summit tank. |
| Cherry St. (GV) replace approximately 440 lf of main line, 13 services. | \$176,000 | | The existing water mains are two-inch steel and four-inch steel that runs cross country and feeds the Park Avenue Tank. |
| Canyon Six Road and Canyon Six Court (GV) Replace main line. | \$500,000 | | The existing water main is two-inch steel with four leaks in 2020 |
| Eagles Nest Road (GV) Replace main line. | \$500,000 | | The existing water main is one inch PVC that is undersized for the number of customers served (sixteen). |
| Canyon Three to Sweetwater Tank (GV) Replace 10,000 feet of main line. | \$2,000,000 | | The existing water mains are two-inch PVC (90%) and two-inch steel (10%). Ninety percent of the line is above ground. |
| Monte Rio 8" 1,000 ft Russian River Boring | \$500,000 | | The District needs a second, redundant line to feed the Moscow Road side of Monte Rio. |
| Highway 116 (MR) Replace approximately 850 ft of main line. | \$425,000 | | Existing water main is six-inch Asbestos/ Cement. All the water services were replaced in FY 2012-2013 CIP (3A). |
| Upper Summit Tank - Construct a storage tank with a nominal capacity of approximately 120,000 gallons at the District-owned site on McLane Avenue. Project to include relocation/ construction of the existing hydro-pneumatic pump station. | \$540,000 | | This tank needs to be replaced to improve fire protection in the area. |
| Moscow Road and 116 River Crossing and Looping Project | \$3,000,000 | | This project would provide a redundant river crossing at Duncans Mills. |
| Lower Main Street and Bohemian Looping Project. | \$2,000,000 | | This project would fix water service issues to area and provide for fire flow. Current water mains are undersized for demand and fire protection. |
| Monte Rio and Guerneville Emergency Water System Interconnection. | \$1,500,000 | | Provides an emergency connection between the two systems for flooding, earthquakes and wildfires. |
| Total Approximate Cost of Future, Unapproved Projects | \$13,651,000 | | |

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-E

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: Discussion/Action re Continued Use of the Monte Rio Community Center For Board Meetings

RECOMMENDED ACTION:

Discuss and provide direction to staff.

FISCAL IMPACT:

The monthly cost of holding meetings at the Monte Rio Community Center is \$230/month.

DISCUSSION:

We moved our monthly Board meetings from the District offices to the Monte Rio Community Center in response to the risk of Covid transmission. We had been meeting electronically, but the option to legally continue doing so after the Covid Emergency was officially ended by Governor Newsom carried too many stipulations. Even though Covid remains and cases are rising during the winter months as with other viruses, it is no longer deemed a state Emergency.

We paid to rent the Monte Rio Community Center through this meeting (December). Do we wish to continue meeting here? Staff is requesting direction as to whether we should continue to reserve the space, and, if so, for how long.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-F

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: Moscow Road Slides/Dutch Bill Creek Bridge/ Monte Rio Bridge

RECOMMENDED ACTION:

This is an opportunity for Staff and Board Directors to provide updates on the Moscow Road slide repairs, Dutch Bill Creek Bridge repair and the Monte Rio Bridge retrofit project that Sonoma County Public Infrastructure currently has underway.

FISCAL IMPACT:

None

DISCUSSION:

Due to multiple Sonoma County Public Infrastructure projects in the area this item has been placed on the agenda as a standing item to allow for updates and information to be shared that could affect the District and the Districts Customers.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-G

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: Board subcommittee reports

RECOMMENDED ACTION:

Receive updates from active Board subcommittees.

FISCAL IMPACT:

Varies.

DISCUSSION:

This item is a standing placeholder for any Board subcommittee updates that have not been addressed in a separate item.

+SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. VI

FROM: Eric Schanz, General Manager

Meeting Date: December 4, 2023

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

- 1. Laboratory Testing/ Regulatory Compliance:** Water quality tests confirm that all SSWD water meets all known State and Federal water quality standards.
- 2. Water Production and Sales:** Water sales in October were 23.693 units (Guerneville cycle). Water Sales for October are much lower than last year at this time and are the lowest for the month of October overall compared to previous years. Total combined Monte Rio and Guerneville water production for October was 57,18 AF.
- 3. Leaks:** There were a total of 2 water main repairs in October requiring 96 work hours total, and 5 service line leaks requiring 24 work hours total (Figure 2). There were 2 water main leaks in Guerneville. There were 4 service line repairs in Guerneville and 1 service line repair in Monte Rio.
- 4. Guerneville Rainfall:** Cumulative rainfall for October was 0.90 inches with the start of the new water year. (Figure 3).
- 5. In-House Construction Projects:** On October 31,2023 the crew installed a new 1” water service as part of a new construction project on Wlillow Road in Guerneville.

6. Grants:

DWR Grant: A request for extension for the term of the agreement and a request to create a (Task 5) Generator Replacement at El Bonita Wells has been sent and is under review by DWR staff. The second disbursement has been approved in the amount of \$26,929.13.

FEMA Grant Moscow Road: The FEMA Grant is still in the review process. On October 12, 2023, a follow up meeting was held with the Grants Administrator to confirm all

documentation was received and costs associated with the project were accurate for final submission for funds.

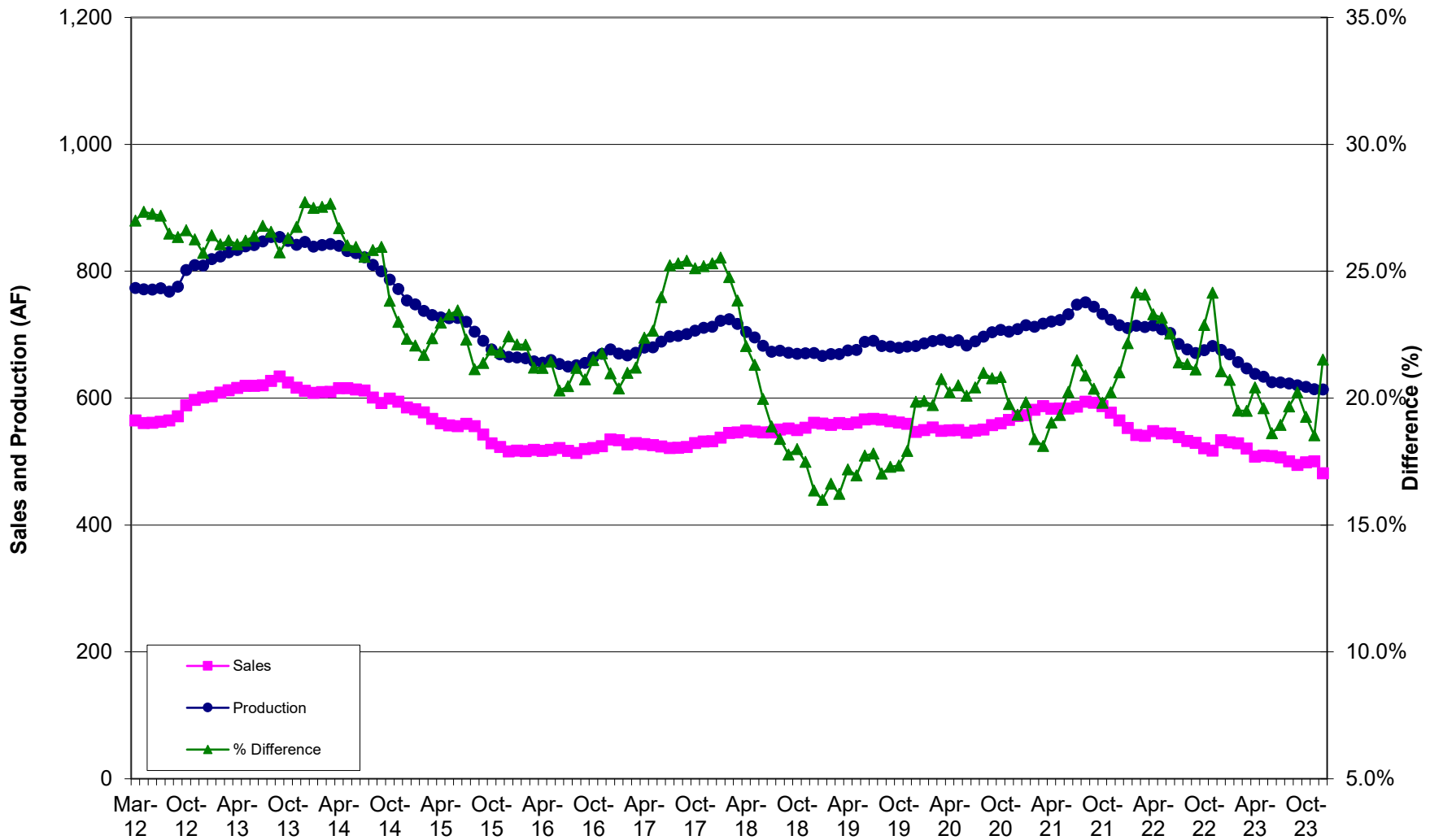
CDBG Grant Wright Road Design: The WRA contract has been executed and the environmental work can now start. A final project description and schedule is being developed for submittal to CDBG for review. On December 5, 2023, a site visit is scheduled to walk through the project with WRA and Coastland Engineering.

7. Potter Valley Project Update: The Initial Draft Surrender Application and Conceptual Decommissioning Plan was released on November 17, 2023 by PG&E. The Water Forum Planning Group meeting on December 7th will discuss and go over the Surrender Application.

As previously reported a proposal was submitted by The Mendocino County Inland Water and Power Commission, the Round Valley Indian Tribes and the Sonoma County Water Agency to preserve Potter Valley diversions and to have fish passage by creating a regional entity that will have the legal and financial capacity to own, construct and operate a new water diversion facility near PG &E's Cape Horn Dam on the Eel River.

8. Gantt Chart: The Gantt Chart is updated for October 2023 (Figure 4).

**Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since March 2012**



**Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since October 2012**

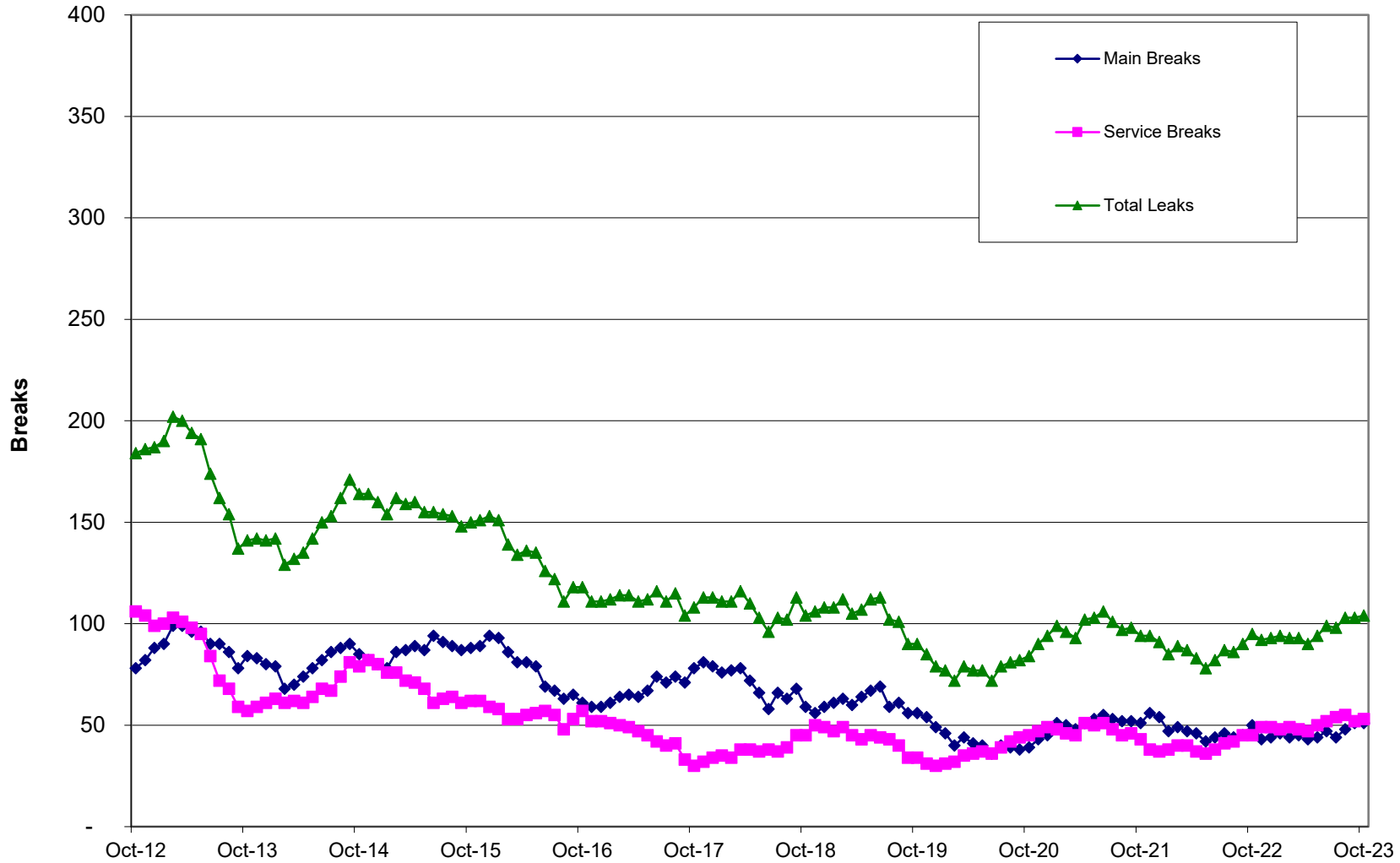
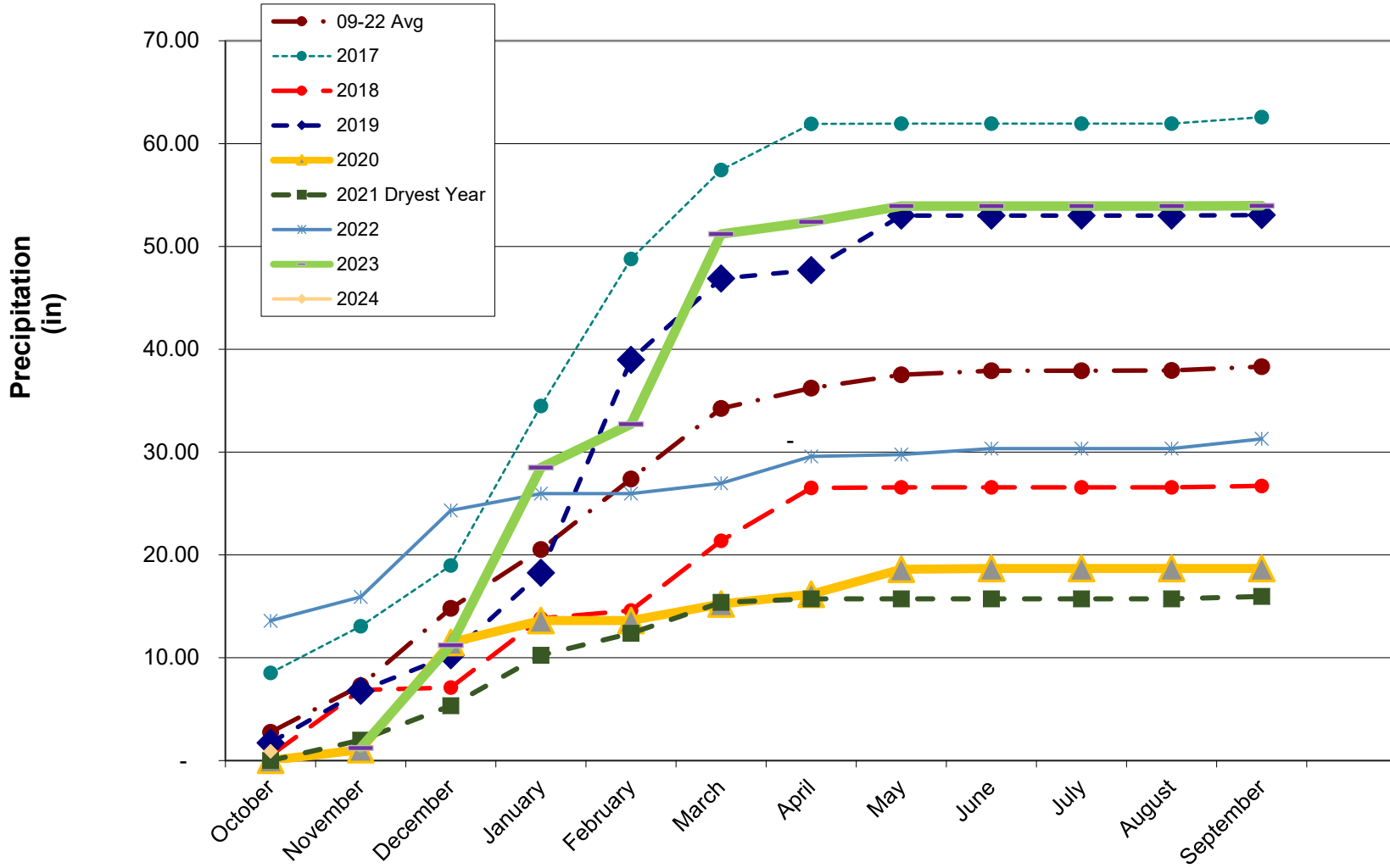
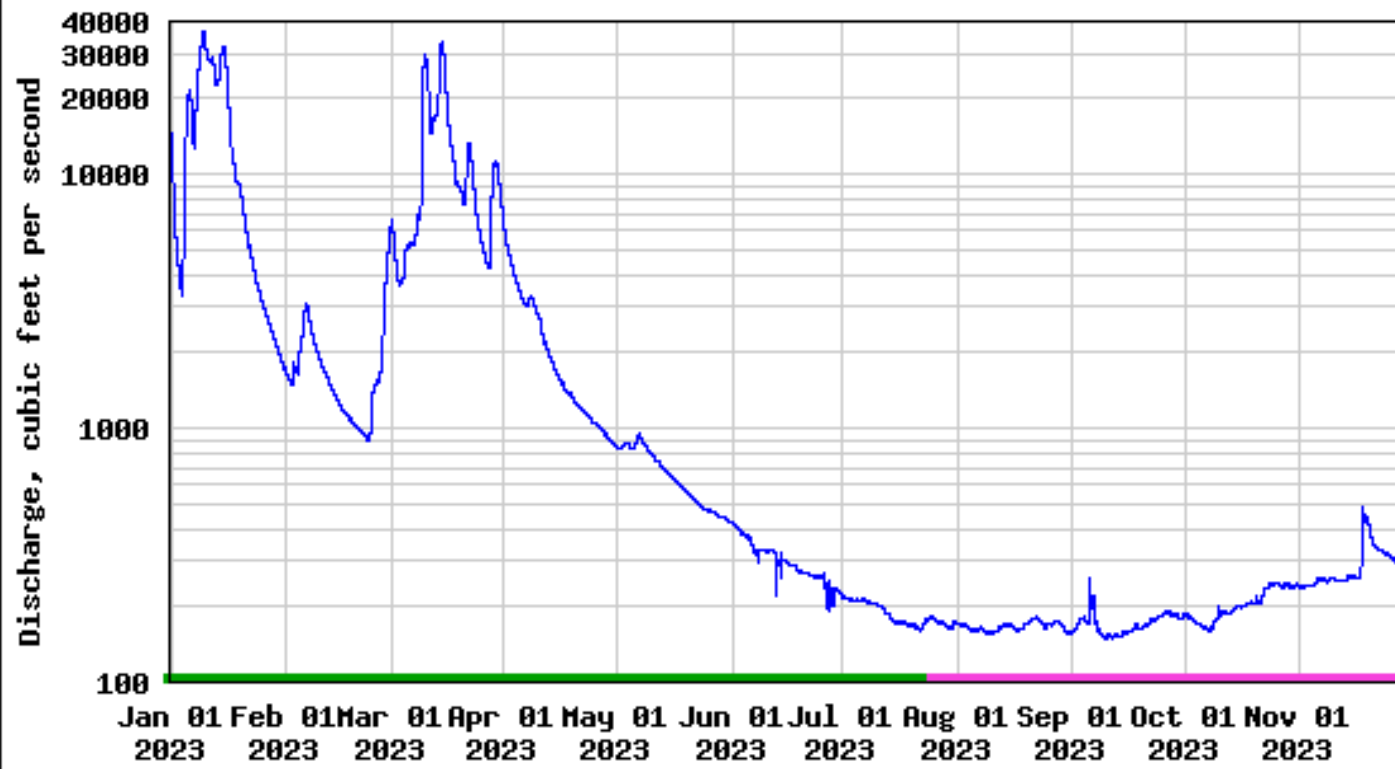


Figure 3. Guerneville Cumulative Monthly Rainfall





USGS 11467000 RUSSIAN R A HACIENDA BRIDGE NR GUERNEVILLE CA



— Discharge
— Period of approved data
— Period of provisional data

| NUMBER OF WATER UNITS SOLD FY 23 - 24 | | | | | | | | | | | | | | | | | | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------|
| | FY01-02 | FY02-03 | FY03-04 | FY04-05 | FY05-06 | FY 06-07 | FY 07-08 | FY 08-09 | FY 09-10 | FY 10-11 | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22 | FY 22-23 | FY 23-24 |
| JULY | 34,371 | 26,447 | 26,355 | 33,578 | 22,195 | 27,469 | 27,147 | 28,091 | 21,035 | 17,808 | 20,061 | 22,850 | 25,890 | 22,074 | 16,377 | 19,044 | 19,608 | 20,255 | 19,273 | 22,297 | 21,558 | 20,306 | 17,833 |
| AUGUS | 39,803 | 37,750 | 42,080 | 41,615 | 37,799 | 41,863 | 37,202 | 37,907 | 34,878 | 32,328 | 28,486 | 33,190 | 29,163 | 32,208 | 26,070 | 26,811 | 29,485 | 28,325 | 27,419 | 28,582 | 26,302 | 22,555 | 24,231 |
| SEPTEN | 33,723 | 34,532 | 36,056 | 35,309 | 29,823 | 35,984 | 31,721 | 32,753 | 30,320 | 29,673 | 26,091 | 29,829 | 26,157 | 24,091 | 21,678 | 22,893 | 24,037 | 25,805 | 24,886 | 27,175 | 22,746 | 21,271 | 21,933 |
| OCTOBI | 40,672 | 34,063 | 37,008 | 38,553 | 38,707 | 37,900 | 36,493 | 34,938 | 32,282 | 32,334 | 32,091 | 33,727 | 31,628 | 27,724 | 24,606 | 29,333 | 29,495 | 32,827 | 27,310 | 30,099 | 24,731 | 31,859 | 23,693 |
| NOVEM | 28,272 | 28,729 | 26,973 | 27,839 | 26,680 | 24,076 | 24,444 | 25,746 | 23,111 | 24,160 | 21,350 | 22,218 | 20,729 | 19,489 | 20,101 | 19,462 | 21,884 | 21,351 | 22,640 | 23,173 | 17,984 | 16,472 | |
| DECEMI | 25,380 | 27,758 | 27,283 | 25,508 | 23,925 | 25,550 | 21,556 | 24,762 | 21,116 | 20,802 | 20,299 | 22,818 | 23,452 | 21,256 | 20,873 | 18,070 | 21,297 | 20,468 | 22,288 | 25,982 | 21,110 | 20,372 | |
| JANUAI | 16,091 | 19,287 | 16,799 | 15,416 | 16,127 | 15,862 | 13,309 | 14,631 | 14,764 | 13,734 | 14,645 | 16,242 | 16,316 | 11,914 | 12,727 | 13,676 | 14,146 | 15,335 | 12,925 | 15,529 | 15,062 | 11,588 | |
| FEBRU | 21,697 | 23,010 | 20,689 | 19,695 | 22,716 | 20,963 | 18,647 | 21,199 | 19,233 | 18,386 | 16,641 | 18,372 | 20,967 | 17,770 | 17,189 | 16,504 | 17,693 | 16,950 | 17,284 | 15,506 | 18,727 | 13,139 | |
| MARCH | 17,207 | 15,092 | 17,374 | 14,985 | 15,456 | 16,693 | 14,556 | 14,417 | 14,414 | 12,387 | 12,569 | 13,884 | 13,772 | 12,351 | 13,058 | 12,315 | 11,657 | 12,653 | 12,827 | 12,846 | 11,236 | 11,980 | |
| APRIL | 17,728 | 19,527 | 21,406 | 21,089 | 18,825 | 21,047 | 19,227 | 18,414 | 17,611 | 17,129 | 17,936 | 17,914 | 17,053 | 16,636 | 17,748 | 16,809 | 16,279 | 18,547 | 16,886 | 17,038 | 17,024 | 16,685 | |
| MAY | 19,118 | 16,237 | 19,793 | 16,372 | 13,921 | 15,402 | 15,721 | 15,861 | 14,273 | 14,134 | 14,880 | 15,075 | 14,514 | 16,120 | 14,217 | 13,083 | 13,011 | 13,319 | 14,602 | 15,866 | 13,375 | 12,354 | |
| JUNE | 29,799 | 27,074 | 28,882 | 22,512 | 24,108 | 25,457 | 29,211 | 26,259 | 19,143 | 20,871 | 23,765 | 26,850 | 22,092 | 20,436 | 19,020 | 19,198 | 21,220 | 20,612 | 21,453 | 24,720 | 21,975 | 19,426 | |
| Total | 323,861 | 309,506 | 320,698 | 312,471 | 290,282 | 308,266 | 289,234 | 294,978 | 262,180 | 253,746 | 248,814 | 272,969 | 261,733 | 242,069 | 223,664 | 227,198 | 239,812 | 246,447 | 239,793 | 258,813 | 231,830 | 218,007 | 87,690 |