



## BOARD OF DIRECTORS MEETING AGENDA

**August 4, 2022 Regular Meeting  
6:30 p.m.**

Meeting link:

<https://sweetwaterspringswaterdistrict.my.webex.com/sweetwaterspringswaterdistrict.my/j.php?MTID=m862466085f6ee80cece6a6597b52bf10>

Meeting number: 2556 716 3509

Password: 33582552

OR

Join by phone: +1-415-655-0001 US Toll

Access code: 2556 716 3509

Password: 33582552

***All guests that join the virtual meeting will be muted with their camera/ video turned off. Guest(s) will be unmuted and video turned on when they are speaking. Proper decorum including appearance is required.***

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 following Minutes of the July 7, 2022 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.*

D. Action to Reconfirm findings of Resolution 21-18 re continuation of remote meetings

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. Public Hearing; Discussion/Action re Resolution 22-18, Overruling Protests and Confirming Report on Annual Flat Charge for Sweetwater Springs Water District *(Est. time 10 min.)*

B. Discussion/Action re Actual vs. Budgeted report – FYE 2021-22 *(Est. time 15 min.)*

C. Discussion/Action re Resolution 22-16, Ratifying General Manager Contract with Eric Schanz

D. Discussion/Action Resolution 22-17, Adding and Deleting Signers to WestAmerica Accounts

VI. GENERAL MANAGER’S REPORT

VII. BOARD MEMBERS’ ANNOUNCEMENTS

VIII. ITEMS FOR NEXT AGENDA

IX. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code § 54957.6)  
Agency Designated Representative: Rachel Hundley  
Employee Organization: Stationary Engineers, Local 39

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**

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## BOARD MEETING MINUTES\*

Meeting Date: July 7, 2022

(\*In order discussed)

July 7, 2022  
6:30 p.m.

**Board Members Present:**

Tim Lipinski  
Gaylord Schaap  
Larry Spillane  
Sukey Robb-Wilder  
Rich Holmer

**Board Members Absent:**

(None)

**Staff in Attendance:**

John Haig, Senior Advisor (arr. 6:48 p.m.)  
Julie Kenny, Secretary to the Board

**Others in Attendance:**

Rachel Hundley, District Counsel  
Chung Park  
Victor Mendez  
Keith McDonald  
Mark O'Flynn

### I. CALL TO ORDER (6:37 p.m.)

The properly agendized meeting was called to Order by President Schaap at 6:37 p.m.

### II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:37 p.m.)

Brief discussion ensued. Item V-D was moved to the beginning of the Administrative section due to technical difficulties in accessing the meeting.

### III. CONSENT CALENDAR (6:39 p.m.)

President Schaap reviewed the items on the Consent Calendar. Director Robb-Wilder corrected the June 2 Minutes to reflect that budget was to be amended for both the billing system and the website. Director Robb-Wilder moved to approve the Consent Calendar as amended. Director Spillane seconded the motion. Motion carried 5-0 except that Director Holmer abstained from voting on the June 2, 2022 Minutes as he was not present. The following items were approved:

- A. Approval of the following Minutes of the June 2, 2022 Regular Board Meeting, the June 13, 2022 Special Board Meeting, and the June 22, 2022 Special Board Meeting

- B. Receipt of items of Correspondence (None)
- C. Action to Reconfirm findings of Resolution 21-18 re continuation of remote meetings

#### IV. PUBLIC COMMENT (6:43 p.m.)

Public comment was made by Local 39 Union Representative Chung Park.

#### V. ADMINISTRATIVE (6:47 p.m.) \*

*\*in the order discussed*

- V-D. (6:47 p.m.) Discussion/Action re Resolution 22-15, Approving Sixth Amendment to the Agreement for Human Resources Consulting Services with Regional Government Services.** Legal Counsel Rachel Hundley provided an overview of this item. Board discussion ensued. Director Holmer moved to approve Resolution 22-15, Approving Sixth Amendment to the Agreement for Human Resources Consulting Services with Regional Government Services. Director Robb-Wilder seconded. Motion carried 5-0.
- V-A. (6:55 p.m.) Discussion/Action re District water rights.** Senior Advisor John Haig provided an overview of this item. Comment were made by Legal Counsel Rachel Hundley. Board discussion ensued.
- V-B. (6:57 p.m.) Discussion/Action re New District website.** Administrative Manager Julie Kenny provided an overview of this item. Board discussion ensued. Director Robb-Wilder and Director Spillane volunteered to be on an ad hoc committee to review the website.
- V-C. (8:02 p.m.) Discussion/Action re New billing system.** Administrative Manager Julie Kenny provided an overview of this item. Senior Advisor John Haig provided further overview. Comments were made by Legal Counsel Rachel Hundley. Board discussion ensued. No action was taken.
- V-E. (8:32 p.m.) Discussion/Action re Approval of Operations and Construction Warrants/Online payments/EFT payments.** The Board briefly discussed this item. Director Lipinski moved to approve the June payments requests. Director Holmer seconded. Motion carried 5-0.

#### VI. GENERAL MANAGER'S REPORT (8:41 p.m.)

Senior Advisor John Haig provided a report on the following items:

1. Laboratory testing / Regulatory Compliance
2. Water production and sales
3. Leaks
4. In-House Construction Projects
5. Curtailment Announcement by the State Water Board
6. Staff Updates
7. 21998 Moscow Road
8. Budget Update
9. Gantt Chart
10. Notice that other charts not updated this month.

Discussion ensued.

VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS  
(8:47 p.m.)

Director Lipinski announced the need for another Board member to go to the District office to sign checks.

VIII. ITEMS FOR THE NEXT AGENDA (8:40 p.m.)

1. Billing system
2. Website
3. Procurement policy

IX. CLOSED SESSION (8:53 p.m.)

President Schaap announced the items in Closed Session.

At 8:54 p.m. the Board took a brief recess.

At 8:58 p.m. the meeting reconvened and the Board went into Closed Session. At 10:45 p.m. the meeting reconvened. The following action was announced:

- A. **CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code Section 54957.6)**  
**Agency Designated Representative: Rachel Hundley**  
**Employee Organization: Stationary Engineers, Local 39**  
No action was taken.
- B. **PUBLIC EMPLOYEE APPOINTMENT (Gov. Code Section 54957)**  
**Title: General Manager**  
No action was taken.
- C. **CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code Section 54957.6)**  
**Agency Designated Representative: Dirs. Schaap and Robb-Wilder**  
**Title: General Manager**  
No action was taken.
- D. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
**Significant exposure to litigation pursuant to Gov. Code Section 54956.9(3)(2):**  
**One case**  
No action was taken.

V. ADMINISTRATIVE (6:47 p.m.) \*  
*\*in the order discussed*

**V-E. (10:46 p.m.) Discussion/Action re Resolution 22-16, Approving and Ratifying of Employment Agreement with Eric Schanz for the position of General Manager.** Brief discussion ensued. No action was taken.

ADJOURNED TO JULY 11, 2022

At 10:47 p.m. President Schaap announced that the meeting would be adjourned to July 11, 2022 at 3 p.m. Director Robb-Wilder so moved and Director Holmer seconded. Motion carried 5-0.

# BOARD MEETING MINUTES (CONT.)

Meeting Date: July 11, 2022 (cont. from July Adjourned Meeting)

President Schaap opened the continued meeting at 3:04 p.m. Board Members, Legal Counsel Rachel Hundley, and Senior Advisor John Haig were present. At 3:06 p.m. President Schaap announced the items from the July 7 meeting that would be continued for discussion. At 3:07 the Board went into Closed Session. The meeting reconvened at 5:12 p.m. and the following action was announced:

- B. PUBLIC EMPLOYEE APPOINTMENT (Gov. Code Section 54957)**  
**Title: General Manager**  
No action was taken.
  
- C. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code Section 54957.6)**  
**Agency Designated Representative: Dirs. Schaap and Robb-Wilder**  
**Title: General Manager**  
No action was taken.

**V-E. (5:13 p.m.) Discussion/Action re Resolution 22-16, Approving and Ratifying of Employment Agreement with Eric Schanz for the position of General Manager.** President Schaap announced that an agreement had been reached for the employment of Eric Schanz to serve as General Manager of the Water District. Comments were made by Legal Counsel Rachel Hundley. Director Robb-Wilder moved to approve the contract and authorize President Schaap to sign, with both the contract and Resolution 22-16, Ratifying the Employment Agreement with Eric Schanz for the position of General Manager, to be calendared for the August Board Meeting. Director Spillane seconded. Motion carried 5-0.

Respectfully submitted,

Julie Kenny  
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: \_\_\_\_\_  
Sukey Robb-Wilder: \_\_\_\_\_  
Tim Lipinski: \_\_\_\_\_  
Rich Holmer \_\_\_\_\_  
Larry Spillane \_\_\_\_\_



# SWEETWATER SPRINGS WATER DISTRICT

**TO:** Board of Directors

**AGENDA NO. V-A**

**FROM:** Eric Schanz, General Manager

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**Meeting Date: August 4, 2022**

**SUBJECT: RES. 22-18; PUBLIC HEARING RE ANNUAL FLAT CHARGE**

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## **RECOMMENDED ACTION:**

- Open Public Hearing, hear comments, close public hearing
- Adopt Resolution 22-18, Overruling Protests and Confirming Report on the annual Flat Charge at the same level (\$198 per connection) as recent years

## **FISCAL IMPACT:**

The FY 2021-22 assessment generated \$764,662 in annual revenues, plus an additional \$32,919 in flat charges from new service construction.

## **DISCUSSION:**

On an annual basis since July 1992, the District has imposed a flat charge for each separate water connection or meter to a property. The flat charge is \$198 per meter, an amount unchanged since FY 2002-03.

Resolution 22-18 keeps the Flat Charge at \$198 per connection. The flat charge is added to the tax bill and collected by the County, along with all other county property taxes and assessments.

The funds collected together with CDR revenue have traditionally been used to pay for annual debt service incurred for the original purchase of the water system and subsequent capital projects. However, in recent years as the District has both retired and refinanced debt there has been surplus flat charge revenue available to fund ongoing and future capital projects. This surplus flat charge revenue together with surplus operating revenue have this year achieved the goal of a sustainable capital funding of \$750,000/year. The table on the next page shows progress made towards this self-funding goal for the past four years, with budgeted numbers for FY 2022-23:

<b>Funds for Self-Funded CIP* Goal</b>					
	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23 (budgeted)</b>
Flat Charge Revenue	\$751,484	\$747,073	\$755,043	\$764,662	\$750,000
New Service Flat Charges	\$13,107	\$44,511	\$93,155	\$32,919	\$30,000
CDR* Revenue	\$288,172	\$296,383	\$316,573	\$332,402	\$349,022
Interest Revenue	\$32,902	\$27,387	\$10,722	\$11,514	\$10,000
Equals Revenue Designated for Debt and Capital Projects	\$1,085,665	\$1,115,354	\$1,175,493	\$1,141,497	\$1,139,022
Less Debt Principal + Interest	-\$1,014,385	-\$1,028,074	-\$1,141,570	-\$777,969	-\$779,373
<b>Equals Flat Charge Revenue Available for Capital Projects</b>	<b>\$71,280</b>	<b>\$87,280</b>	<b>\$33,923</b>	<b>\$363,528</b>	<b>\$359,649</b>
Plus Operations transfers to CIRF (Goal: \$500,000)	\$210,000	\$190,000	\$270,000	\$430,000	\$395,000
Equals TOTAL revenue available to self-fund capital projects	\$281,280	\$277,280	\$303,923	\$793,528	\$754,649
<i>*CDR: Capital Debt Reduction revenue</i>					
<i>*CIP: Capital Improvement Program</i>					

**Resolution No. 22-18**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SWEETWATER SPRINGS WATER DISTRICT OVERRULING PROTESTS AND CONFIRMING REPORT ON ANNUAL FLAT CHARGE OF \$198/CONNECTION FOR SWEETWATER SPRINGS WATER DISTRICT.**

**WHEREAS**, this Board did on July 14, 1992, adopt Ordinance No. 8 which established an annual flat charge, and authorized collection of such charge on the tax roll of the County of Sonoma, and

**WHEREAS**, the District has prepared a written report containing a description of each parcel of real property receiving services and facilities from the District and the amount of the flat charge for each parcel for the 2022-23 fiscal year, and

**WHEREAS**, said written report has been on file with the Clerk of said District, and,

**WHEREAS**, notice appointing the time and place of hearing protests on said report was duly given in the manner provided by law; and

**WHEREAS**, all written protests and other written communications were publicly read at said meeting and all persons desiring to be heard were fully heard,

**NOW, THEREFORE BE IT RESOLVED**, as follows:

1. That all objections to and protests against said report, if any, have been heard by this Board and that said objections and protests be, and each of them is hereby overruled.

2. That said report be, and it is hereby adopted in full with the revisions to each charge as specified therein, and that said charges shall be collected on the tax roll of the County of Sonoma, in the manner provided by law.

3. That the Clerk of this District be hereby directed to file with the County Auditor of Sonoma County, on or before the 10th day of August, 2022, a copy of said report, upon which shall be endorsed over her signature a statement that the report has been adopted by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT.

4. That the County Auditor of Sonoma County, shall upon receipt of said report, enter the amount of the charges against the respective lots or parcels as they appear on the assessment roll.

\*\*\*\*\*

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on August 4, 2022, by the following vote.

<b>Director</b>	<b>Aye</b>	<b>No</b>
Sukey Robb-Wilder	_____	_____
Tim Lipinski	_____	_____
Richard Holmer	_____	_____
Gaylord Schaap	_____	_____
Larry Spillane	_____	_____

\_\_\_\_\_  
Gaylord Schaap  
President of the Board of Directors

\_\_\_\_\_  
Attest: Julie A. Kenny  
Clerk of the Board of Directors

# SWEETWATER SPRINGS WATER DISTRICT

**TO:** Board of Directors

**AGENDA NO. V-B**

**FROM:** Eric Schanz, General Manager

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**Meeting Date: August 4, 2022**

**SUBJECT: ACTUAL VS. BUDGETED (OPERATIONS AND CAPITAL) REPORT THRU JUNE 30, 2022 (100%)**

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**RECOMMENDED ACTION:**  
(Discussion item only.)

**FISCAL IMPACT:**  
(None.)

## **DISCUSSION:**

FY 2021-22 was a very unusual year financially. Some of our expenses came in extremely underbudget, which is good because some of our expenses came even more extremely overbudget. Also unusual is that we missed our targeted Water Sales revenue, a line item which is usually budgeted conservatively. At FYE, the revenue miss combined with the excess expenses resulted in a net loss of \$182,986.

Also unusual this year is that much of the dramatic expense misses occurred in the 4<sup>th</sup> quarter. Normally, every effort is made to have all the operations bills paid in the same fiscal year incurred, so the District carries very few payables. This year, however, at FYE the District had \$90,978 in consulting and legal fees incurred but not yet paid. There was also an exceptionally large bill incurred but not yet paid on our capital project. Staff has included these payables in this report to give a more accurate representation of the fiscal year.

We were able to transfer our targeted amount of operating surplus to CIRF (\$430,000), but only because we deferred paying some of our bills to next fiscal year. Staff anticipates it will be a real challenge to meet our budgeted operating surplus transfer to CIRF in FY 2022-23.

Line items of note this year:

Good News \$\$:

**Extra-Help (Contract):** Spent \$21,075 less than budgeted due to the retirement of our contract Meter Reader. Meters are still being read by our Field Crew.

**Property/Liability/Auto insurance:** Spent \$24,742 less than budgeted. Reasons unknown.

**Distribution System Repairs:** Spent \$21,950 less than budgeted, likely in part because our field crew had less time for maintenance projects because they took over meter reading duties.

**Treatment System/Well repairs:** Spent \$38,412 less than budgeted. Monte Rio Well 5 project was moved from this line item to CIRF.

**Tank Facilities/Sites:** Spent \$22,975 less than budgeted. Most of the budgeted projects in this line item were deferred to FY 2022-23.

### Bad News \$\$:

**Water Sales:** Revenue was \$71,314 less than budgeted. The District sold 10.4% less water in FY 2021-22 compared to FY 2020-21.

**Wages** Spent \$74,019 more than budgeted. We were understaffed for part of the year, but \$90,569 was spent on unbudgeted severance pay to the prior General Manager. He was also paid out approximately \$35,000 for unused vacation accruals. These two large unbudgeted payments triggered a budget overrun for this line item.

**Health Insurance:** Spent \$10,681 more than budgeted.

**Safety Equipment:** Spent \$9,448 more than budgeted. An unbudgeted \$9,000 was spent on Fulgent Covid testing services. Grant reimbursement is expected but at FYE has not yet been received.

**Consultant Fees:** Spent \$72,885 more than budgeted. An unbudgeted \$89,178 was spent on RGS, of which \$75,565 was incurred in FY 2021-22 but not yet paid at FYE.

**Legal Fees:** Spent \$77,072 more than budgeted, most of it on Meyers Nave. \$15,413 was incurred in FY 2021-22 but not yet paid at FYE.

**Gas:** Spent \$13,622 more than budgeted. Gas prices up this year.

For more detail on all the budget line items, please refer to the attached Actual vs. Budgeted breakdown provided with your packet.

### Capital Budget:

In contrast to the Operations Budget, the Capital Budget is in good shape. Revenues came in about as expected. District projects are underway, with grant funds expected to defray project costs. We were able to transfer our budgeted operating surplus of \$430,000, though – as discussed above – we met this goal only because we have sizable unpaid bills at FYE whose payment will likely unfavorably impact cash available for next year's transfer. We incurred CIP 2021 construction costs of \$608,065 in FY 2021-22, of which \$582,757 was incurred but not yet paid at FYE. The project is approximately 1/3 complete.

### FUNDS AT THE COUNTY

This fiscal year has been tumultuous year for equity markets. As a result, our funds at both CERBT and PARS are down from the beginning of the fiscal year by approximately \$41,427 (the exact CERBT numbers are not yet in). The bulk of the District's funds, however, are invested conservatively by the County and were not affected by the market downturns.

At FYE 2021-22, the District has more cash on hand available for capital spending than FYE 2020-21. This is true even after subtracting the \$582,757 owed but not yet paid to CIP 2021 contractors at FYE.

On the whole, our funds at the County and in particular our funds available for capital spending are on track with projections in our Rate Study. Funds at the County will further benefit from grant funding applied for and/or approved on District projects which has not yet been received. In particular, the District was approved for \$705,000 in CDBG grant funding for CIP 2021 construction expenditures which has not yet been received.

## Sweetwater Springs Water District

### FY 2021-22 Operating Budget Variances as of June 30, 2022 (100%)

*Note: Document is cumulative. Changes to text made from previous reports are "d" in the "Changed" column and underlined.*

	FY 2021-22 Actual	2021-22 Budget	\$ Over Budget for the Year	% of Budget	Notes (Underlined notes reflect changes since last report)	*= Ch ged
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>OPERATING REVENUE</b>						
<b>4031 - Water Sales</b>						
4031.10- Base Rate	1,789,021	1,814,787	-25,766	98.58%		
4031.11- Current Charges	693,963	735,568	-41,605	94.34%		
4031.12- Capital Debt Reduction Charge	328,459	332,402	-3,943	98.81%		
<b>Total 4031 - Water Sales</b>	<b>2,811,443</b>	<b>2,882,757</b>	<b>-71,314</b>	<b>97.53%</b>	<u>In the 1Q this item is underbudget, which is unusual during the summer season. In the 2Q, this item still underbudget, but much less so. In the 3Q, Water Sales remain underbudget and will likely remain so for the year. At FYE, we missed our budget target for Water Sales by 2.47%, or \$71,314.</u>	<b>*</b>
<b>Total OPERATING REVENUE</b>	<b>2,811,443</b>	<b>2,882,757</b>	<b>-71,314</b>	<b>97.53%</b>		
<b>NON-OPERATING REVENUE</b>						
1700 - Interest	3,674	10,000	-6,326	36.74%		
3600 - Construction New Services	16,924	7,000	9,924	241.78%		
3601 - Construction - Service Upgrades	200	5,000	-4,800	4.0%		
4032 - Rent	119,868	112,970	6,898	106.11%		
4040 - Miscellaneous Income	1,635	1,500	135	109.01%		
<b>Total NON-OPERATING REVENUE</b>	<b>142,301</b>	<b>136,470</b>	<b>5,831</b>	<b>104.27%</b>		
<b>Total Income</b>	<b>2,953,744</b>	<b>3,019,227</b>	<b>-65,483</b>	<b>97.83%</b>		
<b>Expense</b>						
<b>OPERATING EXPENSES</b>						
<b>SALARY &amp; BENEFITS</b>						
<b>Salary</b>						
5910 - Wages	959,019	885,000	74,019	108.36%	<u>In the 4Q \$90,569 was spent on unbudgeted GM severance pay.</u>	<b>*</b>
5912 - Overtime	32,029	34,000	-1,971	94.2%		
5916 - On-Call Pay	40,170	36,000	4,170	111.58%		
5918 - Extra help - Contract	15,926	37,000	-21,075	43.04%	Field crew took over meter reading from Independent Contractor Dale Dross in Dec.	
<b>Total Salary</b>	<b>1,047,143</b>	<b>992,000</b>	<b>55,143</b>	<b>105.56%</b>		
<b>Benefits</b>						
5500 - Flex Spending (Flex spending monies)	5,995	0	5,995	100.0%		
5920 - Retirement net employee share	66,612	78,000	-11,388	85.4%	This line item was underbudgeted this year.	
5920.4 - Retirement - UL Mandatory	1,385	1,385	0	100.0%		
5922 - Payroll Taxes - Employer Paid	17,301	16,761	540	103.22%		
5930 - Health/Dental/Vision/AFLAC Ins.	247,681	237,000	10,681	104.51%		
5931 - Retiree Health	11,760	11,700	60	100.51%	In the 1Q, annual contribution to CERBT (\$3,000) made.	
5941 - Life insurance - GM	1,000	1,000	0	100.0%		
5940 - Workers Comp Insurance	22,842	25,000	-2,158	91.37%	In the 1Q, workers' compensation insurance was paid for the year.	
<b>Total Benefits</b>	<b>374,576</b>	<b>370,846</b>	<b>3,730</b>	<b>101.01%</b>		
<b>Total SALARY &amp; BENEFITS</b>	<b>1,421,719</b>	<b>1,362,846</b>	<b>58,873</b>	<b>104.32%</b>		
<b>SERVICES &amp; SUPPLIES</b>						
<b>Communications</b>						
6040-I - Internet service	3,383	3,500	-117	96.66%		
6040-C - Cell Phones	6,312	5,200	1,112	121.38%		
6040-T - Telephones	29,311	24,820	4,491	118.09%		
<b>Total Communications</b>	<b>39,005</b>	<b>33,520</b>	<b>5,485</b>	<b>116.37%</b>		



## Sweetwater Springs Water District

### FY 2021-22 Operating Budget Variances as of June 30, 2022 (100%)

*Note: Document is cumulative. Changes to text made from previous reports are "d in the "Changed" column and underlined.*

	FY 2021-22 Actual	2021-22 Budget	\$ Over Budget for the Year	% of Budget	Notes (Underlined notes reflect changes since last report)	*= Ch ged
<b>Insurances</b>						
6101 · Gen. Liability	40,259	65,000	-24,742	61.94%	In the 1Q, paid for the year. Annual costs came in underbudget this year..	
<b>Total Insurances</b>	<b>40,259</b>	<b>65,000</b>	<b>-24,742</b>	<b>61.94%</b>		
<b>Maint/Rep - Office &amp; Vehicles</b>						
6140 · Vehicle Maintenance	19,103	18,000	1,103	106.13%	-	
6151 · Office Maintenance	4,771	5,000	-229	95.41%		
<b>Total Maint/Rep - Office &amp; Vehicles</b>	<b>23,873</b>	<b>23,000</b>	<b>873</b>	<b>103.8%</b>		
<b>Maint/Repair - Facilities</b>						
6085 · Janitorial Services	8,302	9,600	-1,298	86.48%		
6100 · SCADA system	3,737	6,500	-2,763	57.5%		
6180 · Distribution System Repairs	28,050	50,000	-21,950	56.1%	In the 1Q, this line item received a reimbursement from In-House Construction that exceeded 1Q expenditures. <u>This line item came in underbudget this year. While often subject large fluctuations, fewer in-house projects were completed this year due to lack of staffing and the addition of meter reading duties for our field crew.</u>	*
6235 · Treatment Sys/Well Repairs	36,588	75,000	-38,412	48.78%	<u>This line item came in underbudget, largely because the scheduled Well 5 repairs were moved to the Capital Improvement budget.</u>	*
6143 · Generator Maintenance	7,328	5,000	2,328	146.56%		
<b>Total Maint/Repair - Facilities</b>	<b>84,006</b>	<b>146,100</b>	<b>-62,094</b>	<b>57.5%</b>		
<b>Miscellaneous Expenses</b>						
6280 · Memberships	10,307	10,100	207	102.05%		
6303 · Claims	0	1,500	-1,500	0.0%		
6593 · Governmental Fees	20,985	18,500	2,485	113.44%		
<b>Total Miscellaneous Expenses</b>	<b>31,293</b>	<b>30,100</b>	<b>1,193</b>	<b>103.96%</b>		
<b>Office Expense</b>						
6410 · Postage	18,481	19,000	-519	97.27%		
6430 · Printing Expense	8,147	7,000	1,147	116.39%	-	
6461 · Office Supplies	8,711	6,000	2,711	145.18%	-	
6800 · Subscriptions/Legal Notices	3,078	1,250	1,828	246.22%	This item underbudgeted this year due to job opening advertisements.	
6890 · Computers/Software	2,304	3,500	-1,196	65.82%		
<b>Total Office Expense</b>	<b>40,721</b>	<b>36,750</b>	<b>3,971</b>	<b>110.81%</b>		
<b>Operating Supplies</b>						
6300 · Chemicals	15,541	18,000	-2,459	86.34%	-	
6880 · Tools and Equipment	6,258	7,500	-1,242	83.44%		
6881 · Safety Equipment	11,948	2,500	9,448	477.92%	<u>This line item cam in over budget this year because \$9,000 in unbudgeted Covid testing thru Fulgent were purchased. Grant reimbursement is expected but at FYE has not yet been received.</u>	*
<b>Total Operating Supplies</b>	<b>33,748</b>	<b>28,000</b>	<b>5,748</b>	<b>120.53%</b>		
<b>Professional Services</b>						
6514 · Lab/Testing Fees	13,532	12,500	1,032	108.25%		
6570 · Consultant Fees	107,885	35,000	72,885	308.24%	In the 2Q, \$6,849 was spent on an unbudgeted HR consultant (RGS).. In the 3Q, \$6763.95 on RGS for a total of \$13,613 YTD. <u>At FYE, the District has accrued \$89,178 in expenses to RGS, of which \$75,565 has been incurred but not yet paid.</u>	*
6590 · Engineering	9,326	10,000	-674	93.26%	-	

**Sweetwater Springs Water District**

**FY 2021-22 Operating Budget Variances as of June 30, 2022 (100%)**

*Note: Document is cumulative. Changes to text made from previous reports are "d in the "Changed" column and underlined.*

	<b>FY 2021-22 Actual</b>	<b>2021-22 Budget</b>	<b>\$ Over Budget for the Year</b>	<b>% of Budget</b>	<b>Notes (Underlined notes reflect changes since last report)</b>	<b>*=Ch ged</b>
6610 · Legal	107,072	30,000	77,072	356.91%	<u>This line item underbudgeted this year. In the 3Q alone, the District spend \$29,581 on Meyer Nave. At FYE, the District accrued \$107,072 in expenses to Meyers Nave, of which \$15,413 has been incurred but not yet paid.</u>	*
6630 · Audit/Accounting	37,421	36,000	1,421	103.95%		
<b>Total Professional Services</b>	<b>275,235</b>	<b>123,500</b>	<b>151,735</b>	<b>222.86%</b>		
<b>Rents &amp; Leases</b>						
7913 · Policy Reserve Loan	135,000	135,000	0	100.0%		
6820 · Equipment	1,265	3,300	-2,035	38.33%		
6840 · Building & Warehouse	31,276	32,000	-724	97.74%	1Q Bldg. rent paid thru October.	
<b>Total Rents &amp; Leases</b>	<b>167,540</b>	<b>170,300</b>	<b>-2,760</b>	<b>98.38%</b>		
<b>Transportation &amp; Travel</b>						
7120 · Seminars & related travel	810	5,000	-4,190	16.2%		
7201 · Vehicle Gas	37,622	24,000	13,622	156.76%	<u>This line item was underbudgeted. Gas prices up significantly this year.</u>	*
7300 · Travel Reimbursements	4,468	6,480	-2,012	68.94%		
<b>Total Transportation &amp; Travel</b>	<b>42,900</b>	<b>35,480</b>	<b>7,420</b>	<b>120.91%</b>		
<b>Uniforms</b>						
6021.1 · Boots	1,895	1,500	395	126.32%		
6021.3 · T-shirts	2,675	1,800	875	148.59%	In the 1Q, t-shirts were purchased for the year.	
6021.4 · Jackets	0	240	-240	0.0%		
<b>Total Uniforms</b>	<b>4,569</b>	<b>3,540</b>	<b>1,029</b>	<b>129.08%</b>		
<b>Utilities</b>						
7320 · Electricity	126,478	125,000	1,478	101.18%		
7321 · Propane	1,958	3,000	-1,042	65.27%		
<b>Total Utilities</b>	<b>128,436</b>	<b>128,000</b>	<b>436</b>	<b>100.34%</b>		
<b>Total SERVICES &amp; SUPPLIES</b>	<b>911,585</b>	<b>823,290</b>	<b>88,295</b>	<b>110.73%</b>		
<b>Total OPERATING EXPENSES</b>	<b>2,333,303</b>	<b>2,186,136</b>	<b>147,167</b>	<b>106.73%</b>		
<b>FIXED ASSET EXPENDITURES</b>						
8511.1 · Tank/Facilities Sites	1,025	24,000	-22,975	4.27%	<u>This line item came in underbudget. Most of the budgeted repairs in this category were deferred to FY 2022-23.</u>	*
8511.2 - Leasehold Improvements	0	0	0	0.0%		
8517 · Field/office equipment	0	5,000	-5,000	0.0%		
8573 · Vehicles	0	0	0	0.0%		
<b>Total FIXED ASSET EXPENDITURES</b>	<b>1,025</b>	<b>29,000</b>	<b>-27,975</b>	<b>3.53%</b>		
<b>Total Expense</b>	<b>2,334,328</b>	<b>2,215,136</b>	<b>119,192</b>	<b>105.38%</b>		
<b>Net Ordinary Income</b>	<b>619,416</b>	<b>804,091</b>	<b>-184,675</b>	<b>77.03%</b>		
<b>Other Income/Expense</b>						
<b>Other Expense</b>						
<b>TRANSFERS TO OTHER FUNDS</b>						
8620.7 · Tfers to CIRF for CDR Revenue	332,402	332,402	0	100.0%		
8620.3 · Tfers to CIRF	430,000	430,000	0	100.0%		
8620.5 · Tfers to Building Fund	15,000	15,000	0	100.0%		

**Sweetwater Springs Water District**

**FY 2021-22 Operating Budget Variances as of June 30, 2022 (100%)**

*Note: Document is cumulative. Changes to text made from previous reports are "d in the "Changed" column and underlined.*

	<b>FY 2021-22 Actual</b>	<b>2021-22 Budget</b>	<b>\$ Over Budget for the Year</b>	<b>% of Budget</b>	<b>Notes (Underlined notes reflect changes since last report)</b>	<b>*=Ch ged</b>
<b>8620.2 · Tfers to In-House Constr</b>	25,000	25,000	0	100.0%		
<b>Total TRANSFERS TO OTHER FUNDS</b>	802,402	802,402	0	100.0%	-	

**Sweetwater Springs Water District**  
**FY 2021-22 Capital Budget Variances as of June 30, 2022 (100%)**

	<u>Jul 21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Notes</u>
<b>Income</b>					
New Construction flat charges revenue	59,919.60	27,000.00	32,919.60	221.92%	
CY Direct Charges	735,220.49	710,000.00	25,220.49	103.55%	
PY Direct Charges	29,441.62	40,000.00	-10,558.38	73.6%	
Interest Revenue	11,513.97	25,000.00	-13,486.03	46.06%	
Grant Proceeds	23,636.65	0.00	23,636.65	100.0%	CIP 2021 Design
Tfer from Operations - CDR	332,402.00	332,402.00	0.00	100.0%	
Tfer from Operations - In House Constr.	25,000.00	25,000.00	0.00	100.0%	
Tfer from Operations - Surplus Income	430,000.00	430,000.00	0.00	100.0%	
<b>Total Income</b>	<b>1,647,134.33</b>	<b>1,589,402.00</b>	<b>57,732.33</b>	<b>103.63%</b>	
<b>Expense</b>					
In-House Construction	7,839.85	25,000.00	-17,160.15	31.36%	
CIP 2021 (Main repl: Old River Rd; Woodland)	608,065.00	1,280,000.00	-671,935.00	47.51%	Partially grant funded
Moscow Rd. Project	4,545.00	0.00	4,545.00	100.0%	
MR Well 5 Pump & Rehab	73,100.64	0.00	73,100.64	100.0%	Partially grant funded
Lower Harrison Tank Repl	21,568.54	0.00	21,568.54	100.0%	Partially grant funded
Monte Rio Bridge	3,735.00	0.00	3,735.00	100.0%	Partially grant funded
Principal Pymt -USDA Bonds	54,950.00	54,950.00	0.00	100.0%	
Principal - Priv. Placemnt Loan	172,320.57	176,887.00	-4,566.43	97.42%	
Principal-2013 Cap One Rev Bond	296,500.00	296,500.00	0.00	100.0%	
Capital Interest	254,198.82	254,201.00	-2.18	100.0%	
<b>Total Expense</b>	<b>1,496,823.42</b>	<b>2,087,538.00</b>	<b>-590,714.58</b>	<b>71.7%</b>	
<b>Net Capital Income</b>	<b>150,310.91</b>	<b>-498,136.00</b>	<b>648,446.91</b>	<b>-30.18%</b>	

## Non-Operating Balances FY 2021-22 and Reserves Above Policy

Beginning balances: (Note: Warrants requested in FP 12 for last fiscal year are not subtracted from Cash until FP 1 of the next year. They are instead recorded as "Vendors Payable")											TOTAL at COUNTY ↓	GRAND TOTAL: COUNTY + USDA + PARS/CERBT	FY 2021-22 Policy Reserves: \$1,319,089 <small>Reserve Loans Outstanding: \$230,000 (Oct. 2019 loan) \$500,000 (Nov 2020 loan)</small>
NAME	CERBT (Contributions are part of Reserves)	PARS (Contributions are part of Reserves)	Operations	Bldg Fund (part of Policy Reserves)	FY 2021-22 POLICY RESERVES: \$1,319,089	In-house Construction	Capital Improvements	Guernewood Project Escrow Funds	Cap One Bonds and Citizens Bank Loan Debt	USDA Bond Debt (at WestAmerica)			POLICY RESERVES NET RESERVE LOANS: \$589,089
Fund	CONTRIBUTIONS: \$42,518	CONTRIBUTIONS: \$200,000	76751	76752	76753	76755	76756	76757	76762				Reserves Above Policy:
Dep't			7106 0100	7106 0200	7106 0300	7106 0500	7106 0600	7106 0700	7106 1200				
FP1-Jul	\$63,883.98	\$273,549.20	\$135,143.78	\$55,850.00	\$257,991.00	\$33,159.76	\$1,260,046.34	\$3,920.00	\$655,421.33	\$149,782.46	\$2,401,532.21	\$2,888,747.85	\$1,872,942.64
FP2-Aug	\$63,883.98	\$279,403.45	\$260,143.78	\$55,850.00	\$257,991.00	\$22,151.92	\$1,279,408.16	\$3,920.00	\$178,392.22	\$149,785.09	\$2,057,857.08	\$2,550,929.60	\$1,648,268.60
FP3-Sept	\$66,521.00	\$271,276.70	\$125,143.78	\$55,850.00	\$392,991.00	\$22,151.92	\$1,264,662.95	\$3,920.00	\$178,392.22	\$85,502.49	\$2,043,111.87	\$2,466,412.06	\$1,563,751.06
FP4-Oct	\$66,521.00	\$280,371.22	\$275,836.34	\$55,850.00	\$392,991.00	\$22,151.92	\$1,262,613.75	\$3,920.00	\$178,392.22	\$85,503.85	\$2,191,755.23	\$2,624,151.30	\$1,721,490.30
FP5-Nov	\$66,521.00	\$276,345.31	\$275,836.34	\$55,850.00	\$392,991.00	\$22,151.92	\$1,287,459.60	\$3,920.00	\$178,392.22	\$85,505.35	\$2,216,601.08	\$2,644,972.74	\$1,742,311.74
FP6-Dec	\$69,746.10	\$283,202.04	\$103,434.34	\$55,850.00	\$392,991.00	\$22,151.92	\$2,069,366.89	\$3,920.00	\$178,392.22	\$42,518.57	\$2,826,106.37	\$3,221,573.08	\$2,318,912.08
FP7-Jan	\$66,521.00	\$271,230.98	\$104,360.85	\$55,850.00	\$392,991.00	\$21,947.81	\$2,043,073.14	\$3,920.00	\$70,354.01	\$42,519.29	\$2,692,496.81	\$3,075,993.18	\$2,173,332.18
FP8-Feb	\$66,521.00	\$266,539.54	\$304,360.85	\$55,850.00	\$392,991.00	\$21,229.81	\$2,041,910.64	\$3,920.00	\$1,418.45	\$42,519.94	\$2,821,680.75	\$3,200,486.33	\$2,297,825.33
FP9-Mar	\$66,468.31	\$267,843.89	\$304,360.85	\$55,850.00	\$392,991.00	\$21,229.81	\$2,020,315.59	\$3,920.00	\$1,418.45	\$42,520.66	\$2,800,085.70	\$3,176,918.56	\$2,274,257.56
FP10-Apr	\$66,468.31	\$251,592.36	\$5,256.33	\$70,850.00	\$392,991.00	\$44,925.37	\$2,078,277.36	\$3,920.00	\$657,408.45	\$42,521.34	\$3,253,628.51	\$3,614,210.52	\$2,711,549.52
FP11-May	\$66,468.31	\$252,665.22	\$5,256.33	\$70,850.00	\$392,991.00	\$44,925.37	\$1,942,823.36	\$3,920.00	\$657,408.45	\$165,906.15	\$3,118,174.51	\$3,603,214.19	\$2,700,553.19
FP12-Jun	\$57,640.00	\$240,141.08	\$6,364.99	\$70,850.00	\$392,991.00	\$44,925.37	\$1,994,979.83	\$3,920.00	\$657,343.45	\$149,213.60	\$3,171,374.64	\$3,618,369.32	\$2,715,708.32
FP 13 (FINAL)											\$0.00	\$0.00	

**\*\* Available Funds: 76758 and 76759 (State Loan reserve funds); 76754 (Fed Loan); 76757 (Guernewood Park); 76761 (Cap and Debt policy reserve) (These columns are hidden)**  
**\*\*\* Starting FY 2017-18, Bldg Fund and PARS considered part of Reserves; Starting FY 2019-20, CERBT is also part of reserves, but only the contributions (not earnings) to PARS and CERBT are included**

# **SWEETWATER SPRINGS WATER DISTRICT**

**TO:** Board of Directors

**AGENDA NO. V-C**

**FROM:** Eric Schanz, General Manager

---

**Meeting Date: August 4, 2022**

**SUBJECT: RATIFYING EMPLOYMENT AGREEMENT WITH ERIC SCHANZ  
FOR THE GENERAL MANAGER POSITION OF SWEETWATER SPRINGS  
WATER DISTRICT**

---

**RECOMMENDED ACTION:**

Approve Resolution 22-16, Ratifying the Employment Agreement with Eric Schanz to be effective as of July 25, 2022, and Authorizing the Board President to Execute Said Agreement on the District's Behalf

**FISCAL IMPACT:**

Base Salary is \$150,000 per year, plus benefits.

**DISCUSSION:**

This resolution ratifies the contract prepared by legal counsel under the direction of the Board, and approved by the Board at a previous meeting. The contract has already been signed by President Schaap and Eric Schanz.

## Resolution No. 22-16

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SWEETWATER SPRINGS WATER RATIFYING THE EMPLOYMENT AGREEMENT WITH ERIC SCHANZ TO SERVE AS GENERAL MANAGER

**WHEREAS**, the Sweetwater Springs Water District retained Eric Schanz to serve as General Manager of the District; and

**WHEREAS**, a formal Employment Agreement, attached hereto as Exhibit "A" was prepared by legal counsel under the direction of the Board of Directors, approved by the Board of Directors and signed by President Schaap and Eric Schanz; and

**WHEREAS**, the Board of Directors finds that the terms and conditions of said Employment Agreement are fair and reasonable and are in the best interests of the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Sweetwater Springs Water District, Sonoma County, California, that:

(1) The Employment Agreement of Eric Schanz, to serve as General Manager dated July 11, 2022, is hereby approved and ratified and is effective as of July 25, 2022.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on August 4, 2022, by the following vote:

<u>Director</u>	<u>Aye</u>	<u>No</u>
Sukey Robb-Wilder	_____	_____
Tim Lipinski	_____	_____
Rich Holmer	_____	_____
Gaylord Schaap	_____	_____
Larry Spillane	_____	_____

\_\_\_\_\_  
Gaylord Schaap  
President of the Board of Directors

\_\_\_\_\_  
Attest: Julie Kenny  
Clerk of the Board of Directors

# **SWEETWATER SPRINGS WATER DISTRICT**

**TO:** Board of Directors

**AGENDA NO. V-D**

**FROM:** Eric Schanz, General Manager

---

**Meeting Date: August 4, 2022**

**Subject: West America Account – Authorizing and Revoking Signers**

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**RECOMMENDED ACTION:**

Approve Resolution 22-17, Authorizing and Revoking Signers to the West America Bank Accounts.

**FISCAL IMPACT:**

None.

**DISCUSSION:**

This Resolution is necessary in order to replace Ed Fortner with Eric Schanz as an authorized signer on the WestAmerica accounts. WestAmerica will prepare an updated signature card for your signature at the bank.



## Resolution No. 22-17

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SWEETWATER SPRINGS WATER DISTRICT AUTHORIZING AND REVOKING SIGNERS TO THE WEST AMERICA BANK ACCOUNTS**

**RESOLVED THAT:** The Sweetwater Springs Water District is authorized to open and maintain the accounts with West America Bank contemplated in the Bank's signature card and agreement;

**FURTHER BE IT RESOLVED THAT:** The persons or combination of persons listed as signers on the signature card are authorized to endorse, on behalf of this organization, any checks or other items payable to the organization or its order, to deposit such checks and other items into account with or without such endorsement and to direct withdrawals from the account by check drawn on the account or otherwise, including withdrawals payable to anyone who is an authorized signer.

**FURTHER BE IT RESOLVED THAT:** This organization hereby ratifies and confirms the acts of its officers, agents or employees in heretofore opening these accounts with this Bank together with any acts performed in relation thereto.

**FURTHER BE IT RESOLVED THAT:** The previous signatory authorization on any and all accounts of the District by Ed Fortner are hereby revoked as the result of Mr. Fortner's resignation from the District.

I certify that: I am the secretary of SWEETWATER SPRINGS WATER DISTRICT, a Special District;

The foregoing is a copy of the resolution adopted by the Board of Directors of said organization on the 4<sup>th</sup> day of August, 2022.

Eric Schanz is the General Manager of said organization;

The signature card(s) to be signed on or near AUGUST 4, 2022, by ERIC SCHANZ, GENERAL MANAGER; TIM LIPINSKI, DIRECTOR; GAYLORD SCHAAP, DIRECTOR; RICHARD HOLMER, DIRECTOR; SUSAN (SUKEY) ROBB-WILDER, DIRECTOR; and LARRY SPILLANE, DIRECTOR is the signature card contemplated by the foregoing resolution;

All of the signatures appearing for authorized signers on the signature card referenced by said resolution are those of the persons authorized to withdraw funds in accordance with said resolution until such authority is revoked by giving written notice to the Bank signed by authorized officers of this organization; and, this resolution is still in force and are unmodified.

\*\*\*\*\*

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on August 4, 2022, by the following vote.

<b>Director</b>	<b>Aye</b>	<b>No</b>
Sukey Wilder	_____	_____
Tim Lipinski	_____	_____
Richard Holmer	_____	_____
Gaylord Schaap	_____	_____
Larry Spillane	_____	_____

\_\_\_\_\_  
Julie A. Kenny  
Clerk of the Board of Directors

\_\_\_\_\_  
Gaylord Schaap  
President of the Board

## SWEETWATER SPRINGS WATER DISTRICT

**TO:** Board of Directors

**AGENDA NO. VI**

**FROM:** Eric Schanz, General Manager

---

**Meeting Date:** August 4, 2022

**Subject:** GENERAL MANAGER'S REPORT

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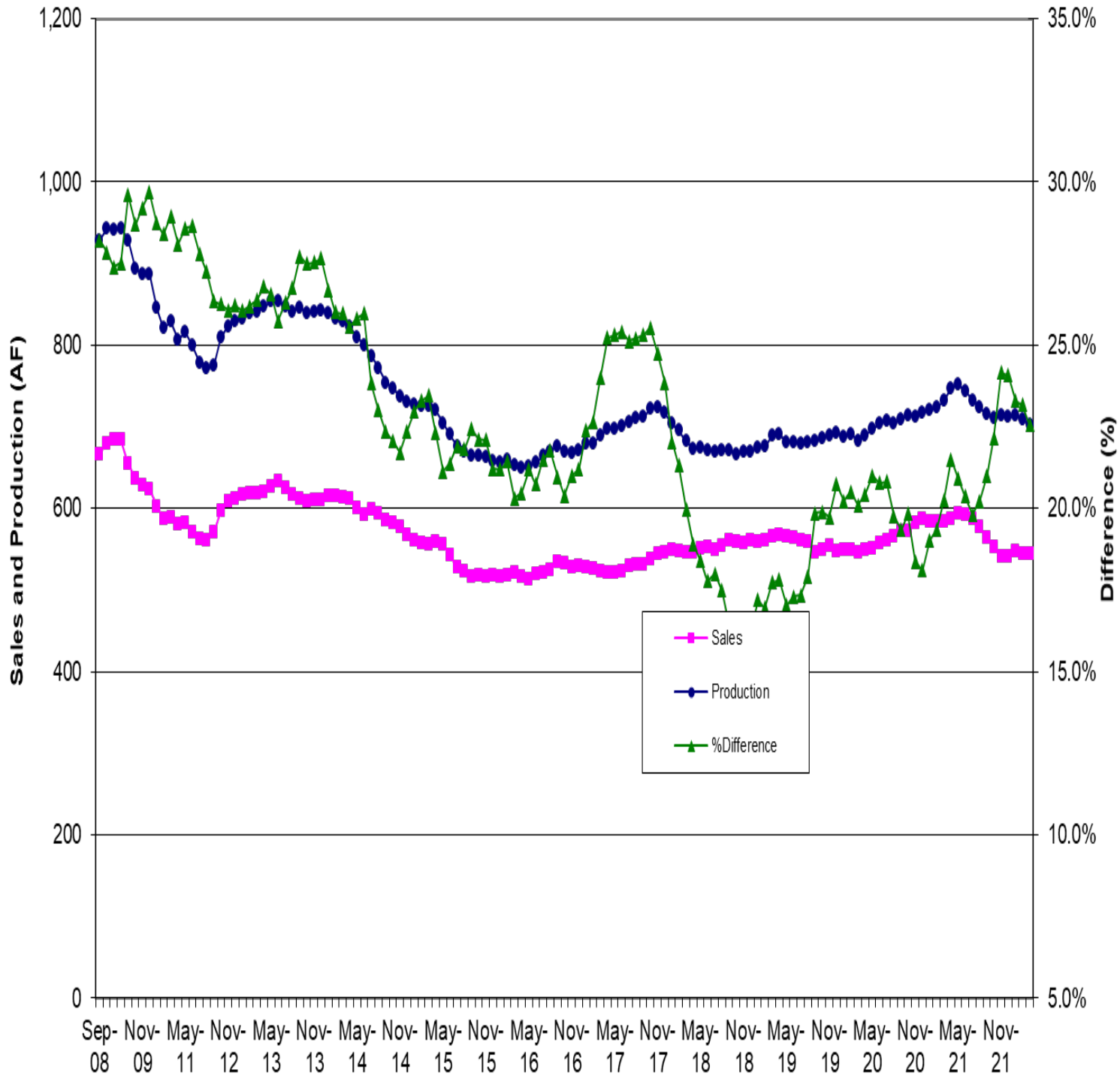
**RECOMMENDED ACTION:** Receive report from the General Manager.

**FISCAL IMPACT:** None

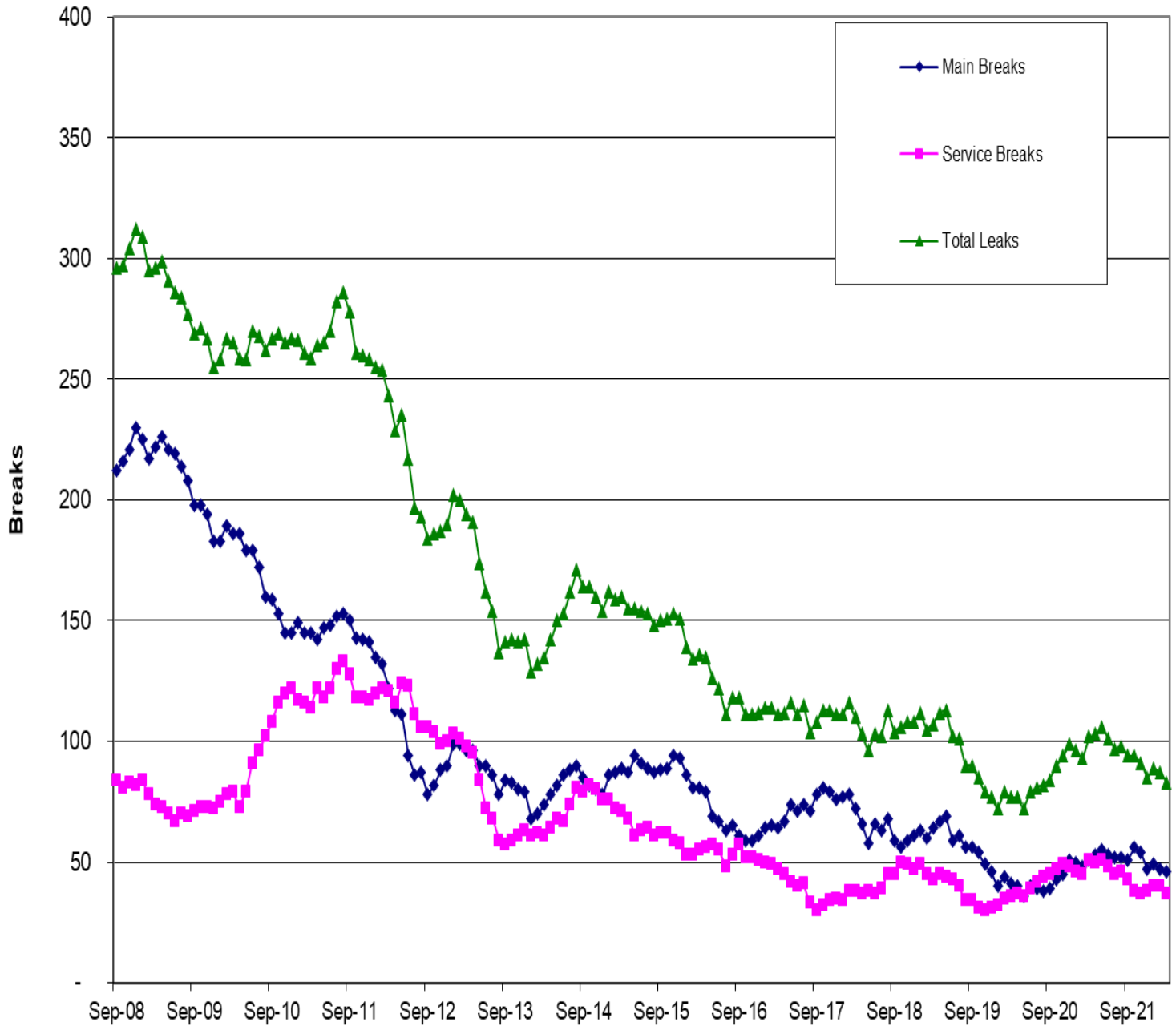
**DISCUSSION:**

- 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 June were 21,975 units (50.44 AF Guerneville cycle). Total units sold for fiscal year 21-22 were 231,813 (594 AF). The total water system production for June was 60.25 AF.
- 3. Leaks:** There were a total of seven watermain leak repairs in June requiring sixty-six work hours total, and five service leaks requiring twenty-four work hours total.
- 4. In-House Construction Projects:** There was no in-house construction project in June.
- 5. CIP 20-21 Old River Road/Woodland Drive:** Piazza Construction has completed mainline installation on Old River Road from Morningside Drive to Hwy. 116. Final finish paving will be done when the mainline installation is completed on Woodland Drive.
- 6. Gantt Chart:** The Gantt Chart is as presented for May 2022.
- 7. The following charts** have not been updated since May and are the most recent information available at this time.

**Figure 1. Water Production and Sales 12 Month Moving Averages  
 Sweetwater Springs Water District Since September 2008**



**Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks  
Moving Annual Average Since September 2008**



**Figure 3. Guerneville Cumulative Monthly Rainfall**

