



BOARD OF DIRECTORS MEETING

AGENDA

August 3, 2023, Regular Meeting

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 July 6, 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. Public Hearing; Discussion/Action re Resolution 23-12, 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 2022-2023 (Est. time 10 min.)
- C. Discussion/Action re Resolution 23-10, Approving Side Letter with Union to amend MOU to add Crew Supervisor/Senior Crew Supervisor classification (Est. time 10 min.)
- D. Discussion/Action re Mid-Term Board Vacancy (Est. time 10 min.)
- E. Discussion/Action re Extending Contract of District Auditor (Est. time 10 min.)
- F. Discussion/Action re Dutch Bill Creek bridge repair (RH) (Est. time 15 min.)
- G. Discussion/Action re SDRMA Election Ballot (for three (3) Board of Director Seats) (Est. time 10 min.)

VI. GENERAL MANAGER’S REPORT

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

VII. BOARD MEMBERS’ ANNOUNCEMENTS

VIII. ITEMS FOR NEXT AGENDA

IX. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Section 54957.6
SSWD Negotiator: Eric Schanz
Unrepresented positions: Field Manager and Administrative 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

5087364.1



BOARD MEETING MINUTES*

Meeting Date: July 6, 2023

(*In order discussed)

July 6, 2023
6:30 p.m.

Board Members Present:

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

Board Members Absent:

(None)

Staff in Attendance:

Eric Schanz, General Manager
Julie Kenny, Secretary to the Board
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 6:32 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:33 p.m.)

Director Robb-Wilder suggested all Admin items be added as Admin items, then move them at the meeting. Discussion ensued. Comments were made by Legal Counsel Erica Gonzalez. Further discussion ensued.

III. CONSENT CALENDAR (6:33 p.m.)

President Lipinski reviewed the items on the Consent Calendar. Director Robb-Wilder moved to approve the Consent Calendar as amended. Director Holmer seconded. Motion carried 5-0.

- A. Approval of the following Minutes of the June 9, 2023 Regular Board Meeting
- B. Approval of Operations Warrants/Online payments/EFT
- C. Receipt of items of Correspondence. (None)

IV. PUBLIC COMMENT (6:39 p.m.)

(None.)

V. ADMINISTRATIVE (6:39 p.m.) *

**in the order discussed*

- V-A. (6:39 p.m.) Discussion/Action re Resolution 23-09, Ferrellgas Lease extension.** The GM provided an overview of this item. Discussion ensued. Director Holmer moved to adopt Resolution 23-09, Authorizing the General Manager to Execute Lease Addendum No. 4 with Ferrellgas for Rental of District Office and Warehouse Space. Director Schaap seconded. Motion carried 5-0.
- V-B. (6:47 p.m.) Discussion/Action re Neeley Road project update.** The GM provided an overview of this item. Brief discussion ensued. No action was taken.
- V-C. (6:57 p.m.) Discussion/Action re Muni-Link billing system update.** Administrative Manager Julie Kenny provided an overview of this item. Discussion ensued. No formal action was taken.
- V-D. (7:02 p.m.) Discussion/Action re Mid-Term Board Vacancy.** The GM provided an overview of this item. Board discussion ensued. No formal action was taken.

VI. GENERAL MANAGER'S REPORT (7:40 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. Moscow Road
9. Gantt Chart

Discussion ensued.

VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (7:47 p.m.)

(None.)

VIII. ITEMS FOR THE NEXT AGENDA (7:47 p.m.)

1. Board vacancy
2. Neeley Road project update
3. Willow Road/Bay Lane project update
4. Muni-Link Billing System update
5. Actual vs. Budgeted report – 4Q

At 7:48 p.m. the Board took a brief recess. The Meeting reconvened at 7:53 p.m.

IX. CLOSED SESSION (7:53 p.m.)

At 7:53 p.m. President Lipinski announced the items in Closed Session. There was no public comment. At 7:54 p.m. the Board went into Closed Session. At 8:39 p.m. the meeting reconvened from Closed Session and the following action was announced:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Gov. Code Section 54956.9(d)(1).
Number of Potential Cases: 1

No action was taken.

- B. CONFERENCE WITH LABOR NEGOTIATOR**
Gov. Code Section 54957.6
Agency Representative: Eric Schanz
Employee Organization: Stationary Engineers, Local 39

Direction was given to staff.

V. ADMINISTRATIVE (con't.) (8:40 p.m.) *

- V-E. (8:40 p.m.) Discussion/Action re Resolution 23-10, Approving Side Letter with Union to amend MOU to add Crew Supervisor/Senior Crew Supervisor classification.** Director Spillane moved to continue this item to the August meeting. Director Holmer seconded. Motion carried 5-0.

ADJOURN

The meeting adjourned at 8:42 p.m..

Respectfully submitted,

Julie Kenny
Clerk to the Board of Directors

APPROVED:

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

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-A

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 2023

SUBJECT: RES. 23-12; PUBLIC HEARING RE ANNUAL FLAT CHARGE

RECOMMENDED ACTION:

- Open Public Hearing, hear comments, close public hearing
- Adopt Resolution 23-12, Overruling Protests and Confirming Report on the annual Flat Charge at the same level (\$198 per connection) as recent years

FISCAL IMPACT:

The FY 2022-23 assessment generated \$756,495 in annual revenues, plus an additional \$15,635 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 23-12 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 and (this year) set up a sinking fund 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. For FY 2023-24 we are on target to exceed that goal due to a larger rate increase that increases both CDR revenue and operating surpluses.

The table on the next page shows progress made towards this self-funding goal for the past four years, with budgeted numbers for FY 2023-24.

Funds for Self-Funded CIP* Goal					
	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24 (budgeted)
Flat Charge Revenue	\$747,073	\$755,043	\$764,662	\$756,495	\$750,000
New Service Flat Charges	\$44,511	\$93,155	\$32,919	\$15,635	\$0
CDR* Revenue	\$296,383	\$316,573	\$332,402	\$349,022	\$389,419
Interest Revenue	\$27,387	\$10,722	\$11,514	\$21,000	\$20,000
Equals Revenue Designated for Debt and Capital Projects	\$1,115,354	\$1,175,493	\$1,141,497	\$1,142,152	\$1,159,419
Less Debt Principal + Interest net of Sinking Fund	-\$1,028,074	-\$1,141,570	-\$777,969	-\$744,661*	-\$745,000
Equals Flat Charge Revenue Available for Capital Projects	\$87,280	\$33,923	\$363,528	\$397,491	\$414,419
Plus Operations transfers to CIRF (Goal: \$500,000)	\$190,000	\$270,000	\$430,000	\$400,000	\$535,000
Equals TOTAL revenue available to self-fund capital projects	\$277,280	\$303,923	\$793,528	\$797,491	\$949,419
<i>*CDR: Capital Debt Reduction revenue</i>					
<i>*CIP: Capital Improvement Program</i>					
<i>*FY 2022-23 1st year of Sinking Fund contributions</i>					

Resolution No. 23-12

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 2023-24 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, 2023, 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 3, 2023, by the following vote.

Director	Aye	No
Sukey Robb-Wilder	_____	_____
Tim Lipinski	_____	_____
Richard Holmer	_____	_____
Gaylord Schaap	_____	_____

Tim Lipinski
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

Meeting Date: August 3, 2023

SUBJECT: ACTUAL VS. BUDGETED (OPERATIONS AND CAPITAL) REPORT THRU JUNE 30, 2023 (100%)

RECOMMENDED ACTION:

(Discussion item only.)

FISCAL IMPACT:

(None.)

DISCUSSION:

FY 2022-23 ended up slightly better than targeted, and that's a very pleasant surprise as we missed our revenue targets by \$238,922 this year.

Fortunately, we spent less than budgeted - \$298,181 less - and more than made up for the revenue miss. Net income was \$59,258!

Our targeted amount of operating surplus was \$365,000. With the additional income, our actual transfer was \$400,000.

Line items of note this year:

Good News \$\$:

Interest income: Earned \$11,668 more than budgeted as interest rates funds invested by the County rose. (Capital interest also was up.)

Grant proceeds: Earned \$20,000 more than budgeted for Covid-related expenses incurred in FY 2021-22.

Wages: Spent \$80,307 less than budgeted. Two employees were on unpaid disability for a portion of the year.

Extra-Help (Contract): Spent \$37,000 less than budgeted due to the decision not to hire a contract Meter Reader though we had budgeted for one. Meters will be read by our Field Crew and an additional field staff member hired in FY 2022-23.

Distribution System Repairs: Spent \$9,049 less than budgeted

Treatment System/Well repairs: Spent \$32,565 less than budgeted. Monte Rio Well 5 project was moved from this line item to CIRF.

Billing System: Spent \$11,820 less than budgeted as the migration to the new billing system was delayed by several months. Half of the migration costs (app., \$5,500) will be incurred in FY 2023-24.

Consultant Fees: Spent \$24,769 less than budgeted. The use of outside consultants was dramatically reduced.

Legal Fees: Spent \$32,487 less than budgeted as use of legal counsel returned to something closer to normal (based on the last decade of legal expenses).

Vehicles: Spent \$50,000 less than budgeted – we did not buy the new truck that had been budgeted.

Bad News \$\$:

Water Sales: Revenue was \$284,781 less than budgeted. The District sold 6.3% less water in FY 2022-23 compared to FY 2021-22, which would explain some but not all of the shortfall. Staff believes the new billing system's method of accounting for water sales (real time accrual method) may also have contributed to this high number.

Governmental Fees: Spent \$10,203 more than budgeted. Guerneville lost its status as a disadvantaged community which resulted in higher system fees.

Audit/Accounting: Spent \$6,822 more than budgeted. Costs associated with the use of online payment by our customers continue to rise.

Electricity: Spent \$11,240 more than budgeted.

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

Capital Budget:

Our new Capital Budget spreadsheet has been updated to reflect actual figures (**in blue**) for FY 2022-23. In FY 2022-23 we completed CIP 2021 and most of the Neeley Road and Moscow Road slide projects. In addition we committed \$200,000 to a debt sinking fund. The actual balance of our CIRF account at the end of the year is \$1,031,288. With anticipated revenues from flat charges and operating surplus, we are on track to have ample funds for our current year projects, which include the Lower Harrison tank replacement, a new truck, and a Master Plan for capital improvements. At FYE we also have \$995,450 in grant funding that has been approved but not yet received, most of which is for projects we anticipate completing in FY2023-24.

FUNDS AT THE COUNTY

The market has recovered much of last year's losses. Funds at both CERBT and PARS are up from the beginning of the fiscal year by approximately \$17,000 (the exact CERBT numbers are not yet in). Also, the District's conservatively-invested funds at the County earned more this year as interest rates rose.

At FYE 2022-23, the District has less cash on hand available for capital spending than FYE 2021-22. This was anticipated. On the whole, our funds at the County and in particular our funds available for capital spending are just slightly behind projections in our Rate Study. Staff believes the FY 2023-24 rate increase together with receipt of approved grant funding will put us back on track with the Rate Study projections.

Sweetwater Springs Water District
FY 2022-23 Operating Budget Variances as of June 30, 2023 (100%)

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

	FY 2022-23 Actual	2022-23 Budget	\$ Over Budget for the Year	% of Budget	Notes (Underlined notes reflect changes since last report)	*=Ch ged
Ordinary Income/Expense						
Income						
OPERATING REVENUE						
4031 · Water Sales						
4031.10 · Base Rate	1,900,134	1,905,526	-5,392	99.72%		
4031.11 · Current Charges	622,449	772,346	-149,897	80.59%		
4031.12 · Capital Debt Reduction Charge	348,408	349,022	-614	99.82%		
4031.1 · Water Sales	<u>-129,610</u>	<u>0</u>	<u>-129,610</u>	<u>100.0%</u>	<u>New billing system accounting method (?)</u>	
Total 4031 · Water Sales	2,741,381	3,026,894	-285,513	90.57%	In the 1Q this item is underbudget, which is unusual during the summer season. <u>This line item will likely be underbudget for the year.</u>	*
Total OPERATING REVENUE	2,742,113	3,026,894	-284,781	90.59%		
NON-OPERATING REVENUE						
1700 · Interest	15,168	3,500	11,668	433.38%	<u>This line item underbudgeted for the year.</u>	*
3600 · Construction New Services	3,206	8,000	-4,794	40.07%	-	
3601 · Construction - Service Upgrades	7,065	6,000	1,065	117.76%	-	
4032 · Rent	121,061	121,500	-439	99.64%		
4445 · Grant Proceeds	20,000	0	20,000	100.0%	In the 1Q the District received a FEMA/OES Grant in the sum of \$20,000 for Covid-related expenses incurred last year.	
4040 · Miscellaneous Income	19,859	1,500	18,359	1,323.91%		
Total NON-OPERATING REVENUE	186,359	140,500	45,859	132.64%		
Total Income	2,928,472	3,167,394	-238,922	92.46%		
Expense						
OPERATING EXPENSES						
SALARY & BENEFITS						
Salary						
5910 · Wages	831,243	911,550	-80,307	91.19%	<u>This line item came in underbudget with two employees out on unpaid leave for a portion of the year</u>	*
5912 · Overtime	36,600	37,000	-400	98.92%		
5916 · On-Call Pay	43,430	37,000	6,430	117.38%	In the 1Q the District incurred extra On-Call expenses as we continue to train in our newer hires and await their licensing.	
5918 · Extra help - Contract	0	37,000	-37,000	0.0%	<u>The contract meter read position will not be filled.</u>	*
Total Salary	911,272	1,022,550	-111,278	89.12%		
Benefits						
5500 · Flex Spending (Flex spending monies)	-2,315	0	-2,315	100.0%		
5920 · Retirement net employee share	67,115	72,000	-4,885	93.22%		
5920.4 · Retirement - UL Mandatory	3,001	1,400	1,601	214.36%	In the 1Q, this line item was paid for the year.	
5922 · Payroll Taxes - Employer Paid	15,010	16,000	-990	93.81%		
5930 · Health/Dental/Vision/AFLAC Ins.	266,803	260,000	6,803	102.62%	-	
5931 · Retiree Health	13,800	14,000	-200	98.57%	In the 1Q, annual contribution to CERBT (\$3,000) made.	
5941 · Life insurance - GM	0	1,000	-1,000	0.0%	-	
5940 · Workers Comp Insurance	23,829	23,000	829	103.61%	In the 1Q, workers' compensation insurance was paid for the year.	
Total Benefits	387,243	387,400	-157	99.96%		
Total SALARY & BENEFITS	1,298,515	1,409,950	-111,435	92.1%		
SERVICES & SUPPLIES						
Communications						
6040-I · Internet service	5,714	2,700	3,014	211.64%	This line item is likely underbudgeted	

Sweetwater Springs Water District
FY 2022-23 Operating Budget Variances as of June 30, 2023 (100%)

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

	FY 2022-23 Actual	2022-23 Budget	\$ Over Budget for the Year	% of Budget	Notes (Underlined notes reflect changes since last report)	*= Ch ged
6040-C · Cell Phones	7,490	6,300	1,190	118.89%	This line item is likely underbudgeted	
6040-P · Pagers & Radios	0	0	0	0.0%		
6040-T · Telephones	32,196	30,000	2,196	107.32%	-	
Total Communications	45,400	39,000	6,400	116.41%		
Insurances						
6101 · Gen. Liability	45,266	50,000	-4,734	90.53%	In the 1Q, paid for the year.	
Total Insurances	45,266	50,000	-4,734	90.53%		
Maint/Rep - Office & Vehicles						
6140 · Vehicle Maintenance	16,218	18,000	-1,782	90.1%	-	
6151 · Office Maintenance	4,951	5,000	-49	99.01%		
Total Maint/Rep - Office & Vehicles	21,169	23,000	-1,831	92.04%		
Maint/Repair - Facilities						
6085 · Janitorial Services	10,562	11,000	-438	96.02%		
6100 · SCADA system	9,000	6,500	2,500	138.46%		
6180 · Distribution System Repairs	40,951	50,000	-9,049	81.9%	<u>This line item was overbudgeted.</u>	*
6235 · Treatment Sys/Well Repairs	42,435	75,000	-32,565	56.58%	This line item is likely overbudgeted. Funds budgeted herefor MR Well 5 were reclassified as a capital project due to the availability of grant funding.	
6143 · Generator Maintenance	467	5,000	-4,533	9.34%		
Total Maint/Repair - Facilities	103,416	147,500	-44,084	70.11%		
Miscellaneous Expenses						
6280 · Memberships	10,906	11,000	-94	99.15%		
6303 · Claims	0	1,500	-1,500	0.0%		
6593 · Governmental Fees	32,203	22,000	10,203	146.38%	In the 3Q system fees were more than anticipated by about \$10,000 due to the removal of the Guerneville system as a disadvantaged community.	
Total Miscellaneous Expenses	43,109	34,500	8,609	124.96%		
Office Expense						
6410 · Postage	17,545	20,000	-2,455	87.72%		
6430 · Printing Expense	4,333	9,000	-4,667	48.14%	-	
6461 · Office Supplies	9,368	6,000	3,368	156.14%	-	
6800 · Subscriptions/Legal Notices	1,980	3,000	-1,020	66.01%		
6890 · Computers/Software	3,237	4,500	-1,263	71.94%		
6895 · Billing System	15,780	27,600	-11,820	57.17%	<u>Overbudgeted. Rollover to the new billing system delayed so a portion of migration costs pushed to</u>	*
6897 · Website	2,400	2,400	0	100.0%		
Total Office Expense	37,339	72,500	-35,161	51.5%		
Operating Supplies						
6300 · Chemicals	17,803	15,000	2,803	118.69%	-	
6880 · Tools and Equipment	3,947	7,500	-3,553	52.63%		
6881 · Safety Equipment	2,468	2,500	-32	98.72%		
Total Operating Supplies	24,218	25,000	-782	96.87%		
Professional Services						
6514 · Lab/Testing Fees	16,066	15,000	1,066	107.11%		
6570 · Consultant Fees	25,231	50,000	-24,769	50.46%	<u>In the 1Q, \$10,382 paid to RGS Consulting. However, this line item overbudgeted for the year as fewer consultants were retained.</u>	*
6590 · Engineering	9,346	10,000	-654	93.46%	-	
6610 · Legal	27,513	60,000	-32,487	45.85%	<u>This line item overbudgeted.</u>	*

Sweetwater Springs Water District
FY 2022-23 Operating Budget Variances as of June 30, 2023 (100%)

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

	FY 2022-23 Actual	2022-23 Budget	\$ Over Budget for the Year	% of Budget	Notes (Underlined notes reflect changes since last report)	*=Ch ged
6630 · Audit/Accounting	44,822	38,000	6,822	117.95%	In the 1Q, the District was the victim of check fraud in the sum of \$9800.70, which we expect West America will reimburse. In the 3Q the District was reimbursed by WestAmerica Bank for the full sum (\$9800.70).	
Total Professional Services	122,977	173,000	-50,023	71.09%		
Rents & Leases						
7913 · Policy Reserve Loan	135,000	135,000	0	100.0%	In the 1Q this line item was paid for the year.	
6820 · Equipment	1,670	3,600	-1,930	46.38%		
6840 · Building & Warehouse	31,276	32,000	-724	97.74%	1Q Bldg. rent paid thru October.	
Total Rents & Leases	167,945	170,600	-2,655	98.44%		
Transportation & Travel						
7120 · Seminars & related travel	2,006	5,000	-2,994	40.12%		
7201 · Vehicle Gas	37,541	40,000	-2,459	93.85%		
7300 · Travel Reimbursements	4,307	6,500	-2,193	66.26%		
Total Transportation & Travel	43,854	51,500	-7,646	85.15%		
Uniforms						
6021.1 · Boots	2,108	1,500	608	140.53%		
6021.3 · T-shirts	825	1,800	-975	45.81%	In the 1Q, t-shirts were purchased for the year.	
6021.4 · Jackets	901	250	651	360.21%		
Total Uniforms	3,833	3,550	283	107.97%		
Utilities						
7320 · Electricity	137,240	126,000	11,240	108.92%	<u>This line item underbudgeted for the year.</u>	*
7321 · Propane	4,157	3,500	657	118.77%		
Total Utilities	141,397	129,500	11,897	109.19%		
Total SERVICES & SUPPLIES	799,924	919,650	-119,726	86.98%		
Total OPERATING EXPENSES	2,098,440	2,329,600	-231,160	90.08%		
FIXED ASSET EXPENDITURES						
8511.1 · Tank/Facilities Sites	11,980	24,000	-12,020	49.92%	In the 1Q, budgeted \$11,980 spent on a tank liner for the Cyn 6 tank.	
8511.2 - Leasehold Improvements	0	0	0	0.0%	-	
8517 · Field/office equipment	0	5,000	-5,000	0.0%	-	
8573 · Vehicles	0	50,000	-50,000	0.0%	<u>Did not purchase a new vehicle this year.</u>	*
Total FIXED ASSET EXPENDITURES	11,980	79,000	-67,020	15.16%		
Total Expense	2,110,419	2,408,600	-298,181	87.62%		
Net Ordinary Income	818,052	758,794	59,258	107.81%		
Other Income/Expense						
Other Expense						
TRANSFERS TO OTHER FUNDS						
8620.7 · Tfers to CIRF for CDR Revenue	349,022	349,022	0	100.0%		
8620.3 · Tfers to CIRF	400,000	365,000	35,000	109.59%		
8620.5 · Tfers to Building Fund	15,000	15,000	0	100.0%		
8620.2 · Tfers to In-House Constr	25,000	25,000	0	100.0%		
Total TRANSFERS TO OTHER FUNDS	789,022	754,022	35,000	104.64%		

Capital Projects and Capital Debt Budget (Cash)

	2022-23 (Estimate) (Actual)	2023-24 Budget (7.5% incr.)	2024-25 Estimate
Total CIRF Balance Beginning of Year	\$1,994,980	\$1,031,288	\$677,805
REVENUE			
Assessments/New Services	\$781,634	\$750,000	\$750,000
CDR Transfer from Operations	\$349,022	\$389,419	\$408,890
Operating Surplus Transfer from Operations	\$400,000	\$535,000	\$545,000
Interest	\$16,579	\$20,000	\$20,000
New Construction	\$15,636	\$0	\$0
Grants Received	\$701,360	\$0	\$0
Total Revenue	\$2,264,231	\$1,694,419	\$1,723,890
Total Available for Capital Expenses	\$4,259,211	\$2,725,707	\$2,401,695
EXPENDITURES			
CIP Projects	TOTAL PROJECT COST	PAID (PY)	OBLIGATED BUT NOT YET PAID
CIP 2021	\$1,790,608	\$140,266	\$0
Lower Harrison	\$581,675	\$8,200	\$11,026
MR Well 5	\$120,047	\$72,392	\$0
2023 Emer. Flood Disaster Assist (M	\$17,640	\$0	\$0
County MR Bridge	\$854,000	\$0	\$25,000
County Willow Rd Drainage (Rio Nido)	\$82,000	\$0	\$0
County Moscow Road 2019 slide	\$50,000	\$4,545	\$12,628
County Moscow Road 2023 slide	\$240,000	\$0	\$25,000
County Neeley Road Emergency Proj	\$527,509	\$312,428	\$215,081
Wright Drive main pressure zone*		\$0	\$0
Wright Drive upper pressure zone	\$3,087,093	\$0	\$0
Natoma Tank		\$0	\$0
Schoeneman pressure zone	\$900,000	\$0	\$0
Schoeneman tank	\$600,000	\$0	\$0
Total CIP Projects		TOTAL UNPD OBLIGATIONS:	\$288,735
	\$2,231,006	\$867,081	\$0
Other Capital Expenses			
Annual transfer to Policy Reserves	\$8,174	\$35,821	\$0
In-House Project/Site Improvements	\$15,289	\$120,000	\$0
District Master Plan	\$0	\$200,000	\$0
Vehicle	\$0	\$80,000	\$0
Total Other Capital Projects/Equipment	\$23,463	\$435,821	\$0
Capital Debt Payments (for next FY)			
Debt tfer (reduced by Sinking Fund adj.)	\$744,661	\$745,000	\$745,000
Debt Sinking Fund	\$200,000	\$0	\$0
Total Debt	\$944,661	\$745,000	\$745,000
Total CIP/Debt Expenditures	\$3,199,130	\$2,047,902	\$745,000
Total CIRF Balance End of Year (Est.)	\$1,060,081	\$677,805	\$1,656,695
	Actual CIRF 6/30/2023	\$1,031,288	

GRANT INFORMATION			
GRANTS APPROVED	GRANTS RECEIVED CY	GRANTS RECEIVED PY	GRANTS APPROVED BUT NOT YET REC'D
\$818,280	\$701,360	\$116,920	\$0
\$581,675	\$0	\$0	\$581,675
\$100,000	\$0	\$0	\$100,000
\$100,000	\$0	\$0	\$100,000
\$53,325	\$0	\$0	\$53,325
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$160,450	\$0	\$0	\$160,450
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0

FY 2023-24: Lower Summit Tank liner (\$15G); El Bo Well Rehab (\$80G); In-House

d

Non-Operating Balances FY 2022-23 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 2022-23 Policy Reserves: \$1,376,683 <small>Reserve Loans Outstanding: \$95,000 (Oct. 2019 loan) \$500,000 (Nov 2020 loan)</small>
NAME	CERBT <small>(Contributions are part of Reserves)</small>	PARS <small>(Contributions are part of Reserves)</small>	Operations	Bldg Fund	FY 2022-23 POLICY RESERVES: \$1,376,683 <small>In this fund (net of loans): \$536,165</small>	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: \$781,683			
Fund	CONTRIBUTIONS: \$45,518	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	\$57,837.28	\$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	\$3,618,566.60	\$2,135,903.51	
FP2-Aug	\$57,837.28	\$244,592.99	\$6,364.99	\$70,850.00	\$401,165.00	\$44,925.37	\$1,223,015.30	\$3,920.00	\$174,076.69	\$149,218.67	\$1,924,317.35	\$2,375,966.29	\$1,594,283.29	
FP3-Sept	\$56,202.70	\$228,049.03	\$41,364.99	\$70,850.00	\$536,165.00	\$44,925.37	\$949,058.20	\$3,920.00	\$174,076.69	\$84,936.62	\$1,820,360.25	\$2,189,548.60	\$1,407,865.60	
FP4-Oct	\$56,202.70	\$236,398.00	\$42,745.73	\$70,850.00	\$536,165.00	\$44,925.37	\$703,631.36	\$3,920.00	\$174,076.69	\$84,938.06	\$1,576,314.15	\$1,953,852.91	\$1,172,169.91	
FP5-Nov	\$56,202.70	\$247,714.45	\$192,745.73	\$70,850.00	\$536,165.00	\$39,266.05	\$1,266,594.62	\$3,920.00	\$174,076.69	\$84,939.06	\$2,283,618.09	\$2,672,474.30	\$1,890,791.30	
FP6-Dec	\$60,042.16	\$239,697.02	\$312,745.73	\$70,850.00	\$536,165.00	\$39,266.05	\$1,658,718.11	\$3,920.00	\$174,076.69	\$42,245.18	\$2,795,741.58	\$3,137,725.94	\$2,356,042.94	
FP7-Jan	\$60,042.16	\$252,320.91	\$515,679.26	\$70,850.00	\$536,165.00	\$37,482.33	\$1,662,603.50	\$3,920.00	\$66,031.48	\$42,245.90	\$2,892,731.57	\$3,247,340.54	\$2,465,657.54	
FP8-Feb	\$60,042.16	\$245,781.21	\$515,679.26	\$70,850.00	\$536,165.00	\$37,482.33	\$1,662,603.50	\$3,920.00	\$1,353.49	\$42,246.55	\$2,828,053.58	\$3,176,123.50	\$2,394,440.50	
FP9-Mar	\$62,858.27	\$250,129.58	\$126,657.26	\$85,850.00	\$536,165.00	\$57,727.65	\$1,639,363.34	\$3,920.00	\$1,353.49	\$42,247.27	\$2,451,036.74	\$2,806,271.86	\$2,024,588.86	
FP10-Apr	\$62,858.27	\$251,906.50	\$131,568.45	\$85,850.00	\$536,165.00	\$57,727.65	\$1,227,578.27	\$3,920.00	\$822,227.49	\$42,247.92	\$2,865,036.86	\$3,222,049.55	\$2,440,366.55	
FP11-May	\$62,858.27	\$249,428.77	\$366,568.45	\$85,850.00	\$536,165.00	\$55,450.07	\$1,103,790.78	\$3,920.00	\$822,227.49	\$166,036.85	\$2,973,971.79	\$3,452,295.68	\$2,670,612.68	
FP12-Jun	\$62,858.27	\$258,149.94	\$126,568.45	\$85,850.00	\$536,165.00	\$54,636.65	\$1,331,621.69	\$3,920.00	\$822,114.49	\$149,634.42	\$2,960,876.28	\$3,431,518.91	\$2,649,835.91	
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 3, 2023

SUBJECT: APPROVAL OF RESOLUTION 23-10 AUTHORIZING GENERAL MANAGER TO EXECUTE SIDE LETTER ADDING THE SENIOR CREW LEADER AND CREW LEADER TO THE MOU WITH THE OPERATING ENGINEERS, STATIONARY 39 AND RECOGNIZING THE UNION AS THE EXCLUSIVE BARGAINING REPRESENTATIVE

RECOMMENDED ACTION: Approve Resolution 23-10 which authorizes the General Manager to execute a Side Letter of agreement between Sweetwater Springs Water District and the International Union of Operating Engineers, Stationary Local 39, adding the Union as the exclusive bargaining representative for the Senior Crew Leader and Crew Leader positions.

FISCAL IMPACT: None

DISCUSSION:

The International Union of Operating Engineers, Stationary Local 39 (Union) currently represents 7 District employees subject to the current MOU with the Union approved on July 1, 2020, and effective through June 30, 2025. The District's Senior Crew Leader and Crew Leader are unrepresented employees.

In July of 2022 the District and Union negotiated the addition of the current Senior Crew Leader and the Crew Leader positions to the Union for representation. The classifications of Senior Crew Leader and Crew Leader shall be subject to the terms and conditions of the MOU between the District and Union with effective dates July 1, 2020, to June 30, 2025, with the exception of certain benefits currently enjoyed by the incumbent Senior Crew Leader, whose benefits will be grandfathered through June 30, 2025. A side letter reflecting this agreement has been negotiated with the Union. The Union has since approved the side letter of agreement and is ready to move forward pending Board approval.

Approval of Resolution 23-10 authorizes the General Manager to execute the side letter of agreement between the District and the Union of Operating Engineers, Local 39, or further negotiate the terms of the side letter in substantially the same form with guidance of District counsel, adding the Senior Crew Leader and the Crew Leader to the Union of Operating Engineers, Local 39 as the exclusive bargaining representative for the two positions.

RESOLUTION 23-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SWEETWATER SPRINGS WATER DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE A SIDE LETTER WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS, STATIONARY LOCAL 39 (UNION) ADDING THE SENIOR CREW SUPERVISOR AND THE CREW SUPERVISOR POSITIONS AS UNION REPRESENTED POSITIONS AND RECOGNIZING THE UNION AS THE EXCLUSIVE BARGAINING REPRESENTATIVE.

WHEREAS, the Sweetwater Springs Water District (District) and the International Union of Operating Engineers, Stationary Local 39 (Union) have had a longstanding representational relationship regarding District employees which relationship is reflected, in part, in the terms and conditions of the five-year Memorandum of Understanding (MOU) which was approved on July 1, 2020, and is effective through June 30, 2025; and

WHEREAS, the District members of the Union petitioned to become an agency shop in accordance with California Government Code 3502; and

WHEREAS, the District General Manager and Legal Counsel have met and conferred with Union representatives to develop appropriate agency shop language for inclusion in a Side Letter to the 2020 MOU; and

WHEREAS, the Side Letter reflects the agreement between the parties that the classifications of Senior Crew Leader and Crew Leader shall be subject to the terms and conditions of the MOU between the District and Union with effective dates July 1, 2020, to June 30, 2025, with the exception of certain benefits currently enjoyed by the incumbent Senior Crew Leader, whose benefits will be grandfathered through June 30, 2025; and

WHEREAS, the District Board of Directors finds that approving the proposed Side Letter is in the best interest of the District, its customers and its employees.

NOW, THEREFORE, BE IT RESOLVED, that:

The Side Letter, attached as Exhibit A, is hereby approved and the provisions of the Side Letter shall be effective as stated in the Letter.

BE IT FURTHER RESOLVED, that the District General Manager is hereby authorized to execute the attached Side Letter on behalf of the District, with the assistance of District counsel further negotiate and finalize the Side Letter with the Union in substantially the same form as the attached Exhibit A, and to take such actions that are necessary and proper to implement the provisions of this resolution.

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 3, 2023, by the following vote.

Director	Aye	No
Sukey Robb-Wilder	_____	_____
Tim Lipinski	_____	_____
Richard Holmer	_____	_____
Gaylord Schaap	_____	_____
	_____	_____

Tim Lipinski
President of the Board of Directors

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

Side Letter - Agreement

1. The Sweetwater Springs Water District (District) and the International Union of Operating Engineers, Stationary Local 39 (Union) (collectively, "the Parties") agree as follows:
2. Effective following Board of Directors approval of this Agreement, as also stated in Paragraph 6 of this Agreement, the District recognizes the Union as the exclusive bargaining representative of employees employed in the classifications of Senior Crew Leader and Crew Leader.
3. At the time of Board of Directors approval of this transition from unrepresented employees to Union represented employees, there shall be no change in the pay ranges of these classifications or pay rates of any incumbents currently employed as a Senior Crew Leader or Crew Leader as a result of this Agreement. Any subsequent changes to the pay ranges applicable to the Senior Crew Leader and Crew Leader classifications shall be subject to full meet and confer process between the District and the Union.
4. All individual or separate Employment Agreements entered into between the District and any incumbent Senior Crew Leader and Crew Leader prior to this Agreement, and any amendments, attachments or extensions thereto shall become null and void and no longer applicable or effective for any purpose as of the Effective Date of this Agreement.
5. The classifications of Senior Crew Leader and Crew Leader, shall be subject to the terms and conditions of the MOU between the District and Union with effective dates July 1, 2020, to June 30, 2025, with the exception of the following benefits currently enjoyed by the incumbent Senior Crew Leader, whose benefits will be grandfathered to the incumbent only, through June 30, 2025, as follows:
 - (a) Incumbent Senior Crew Leader may continue to participate in the District Sponsored health insurance benefit through June 30, 2025. If any incumbent Senior Crew Leader selects not to participate in the District Sponsored health insurance benefit before such time, the District will provide such incumbent's deferred compensation account, on a monthly basis, with an amount equal to one hundred percent (100%) of the employee only benefit amount, of the least expensive health insurance provider. To be eligible to participate in the Share the Savings Program, incumbent Senior Crew Leader must demonstrate that they have acquired health insurance from another provider. Such proof shall be provided on an annual basis by submitting a copy of the health insurance policy or

currently valid health insurance card. Notice of intent to cease participation in the program shall be according to PERS procedures.

(b) Through June 30, 2025, any incumbent Senior Crew Leader shall be eligible to accrue up to forty (40) hours of compensatory time off in any calendar year. Compensatory time off accrued but not used at the end of each calendar year shall be paid off on or before December 31st the following calendar year. Should incumbent Senior Crew Leader have accrued and banked more than twenty-four (24) hours of compensatory time for the period January 1, 2025 through June 30, 2025, such hours in excess of twenty-four (24) shall be paid off so that incumbents then only has twenty-four (24) hours of accrued and banked compensatory time off hours, consistent with the maximum permitted in Section 12.F of the July 1, 2020, to June 30, 2025, MOU between the Union and District.

(c) Through June 30, 2025, after accrual of at least twenty-four (24) of sick leave days is reached and upon the request of any incumbent Senior Crew Leader, said incumbent may cash out sick leave no more than once each calendar year at 50% of the current rate of pay. Incumbent's sick leave balance for the applicable calendar year shall be reduced by one full sick day for each day paid. After cash out, there must remain at least 12 days in incumbent's sick leave balance per calendar year. If incumbent cashes out sick leave on or between January 1, 2025 and June 30, 2025, incumbent shall not be eligible to cash out further sick leave on or between July 1, 2025 and December 31, 2025.

6. This letter of agreement shall be effective upon the latest date of the signatures of the authorized District and Union representatives and approval by the respective principals or Board for both the District and the Union ("Effective Date").

For The Union:

For the District:

Bart Florence, Business Manager

Eric Schanz, General Manager

Jeff Gladioux, President

Brandy Johnson, Director of Public Employees

Chung Park, Business Representative

5417762.1

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-D

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 2023

Subject: Board Vacancy

RECOMMENDED ACTION:

Discussion of Board vacancy. Discussion/action on applications received to date to fill the current board vacancy.

FISCAL IMPACT:

None

DISCUSSION:

Director Spillane submitted an official letter of resignation that became effective July 20. Staff has notified the County and prepared a Notice of Vacancy which has been posted in our normal posting locations and has also been posted on our website. The District has 60 days from this date to appoint a new director to fill Director Spillane's term which expires in December 2024.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-E

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 2023

Subject: Contract Extension of the District Auditor

RECOMMENDED ACTION:

Discussion/Action re: Extending Contract of the District Auditor

FISCAL IMPACT:

FY Audits for 2023-24 and 2024-25 would be \$9,000.00 each.

DISCUSSION:

Michael A Celentano, CPA has provided the contract cost for the next two years of fiscal audits. At the July Board meeting the Board indicated that they would like to have a discussion item for the August meeting. Staff is seeking direction from the Board on extending the contract with Michael A. Celentano.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-F

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 2023

Subject: Dutch Bill Creek Bridge

RECOMMENDED ACTION:

Receive update from Director Holmer and Staff on the Dutch Bill Creek Bridge.
Approve Item V-F.1 Memo to Johannes Hovertsz and Supervisor Hopkins.

FISCAL IMPACT:

None

DISCUSSION:

During this past winter damage occurred to part of the support structure to the Dutch Bill Creek bridge due to tree debris. Shortly after the damage was discovered Sonoma Public Infrastructure closed one lane of the bridge and then later after further evaluation closed the bridge to vehicle traffic completely.

The closure of the bridge is a cause for concern to the community and the District. Director Holmer will provide an update on community action toward the bridge closure and efforts underway to have Sonoma Public Infrastructure prioritize the repair project.

Of concern to the District is access during flooding and sever storms. Should flooding occur on Bohemian at the current detour the District would not have the ability to access its facilities and provide services. Dutch Bill Creek bridge is vital to access. The current closure of Moscow Road only makes the situation worse as there is no access from Duncans Mills.



Date:
To: Johannes Hoevertsz, Supervisor Hopkins
From: Eric Schanz, General Manager
Subject: Repairs to bridge over Dutch Bill Creek

I am writing at the direction of the Board of Directors of Sweetwater Springs Water District, urging you to repair the damage to the Dutch Bill Creek bridge so that the bridge can accommodate normal traffic as soon as possible. This bridge has been closed since the storms of last winter, and a detour has been in place along Bohemian Highway. The County has said that it may take 3-4 years to complete repairs to the bridge.

The area of Bohemian Highway used for the detour is very low, and it floods when the river reaches 32 feet in Guerneville. During the rainy season when this detour is flooded, it will severely hamper our ability to service customers in the area of downtown Monte Rio, the Terraces, Villa Grande, Moscow Road, Main Street, Tyrone Rd. and Freezeout Rd. With the current closures on Moscow Road, the only alternative access is to go to Forestville, then over to Bohemian Highway, then to Main Street to enter the area. This adds over 27 miles and approximately an hour's driving time to each service call.

Winter storms frequently require emergency repairs and maintenance to our water system, and Sweetwater's ability to provide timely service is of vital importance. Landslides and erosion can damage our water mains during heavy winter storms, and a ruptured main can create significant damage if it is not addressed immediately.

We ask the County to have the Dutch Bill Creek bridge repairs completed before the onset of this winter's rainy season.

Thank you for your consideration and your assistance in maintaining an adequate level of service for our customers.

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. V-G

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 2023

Subject: SDRMA Ballot for Election of three (3) Directors

RECOMMENDED ACTION:

Review election materials and provide direction on completion of the ballot.

FISCAL IMPACT:

None

DISCUSSION:

(None.)



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2023 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ATTACHED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (4)



SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2023.

On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot along with a Statement of Qualifications as submitted by each candidate is posted to the SDRMA MemberPlus portal along with these instructions. Election instructions are as follows:

1. The Official Election Ballot must be used to ensure the integrity of the balloting process.
2. Print a copy of this ballot, then select up to three (3) candidates. Your agency's governing body must approve the Official Election Ballot at a public meeting. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023 to the address below. Faxes or electronic transmissions are NOT acceptable.
Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814
4. The four-year terms for newly elected Directors will begin on January 1, 2024, and terminate on December 31, 2027.
5. Important balloting and election dates are:
 - **August 8, 2023: Deadline for members to return the signed Official Election Ballot.**
 - **August 9-11, 2023:** Ballots are opened and counted.
 - **August 10-11, 2023:** Election results are announced, and candidates notified.
 - **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
 - **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at crichardson@sdrma.org or 800-537-7790 if you have any questions regarding the election and balloting process.

OFFICIAL 2023 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN** (INCUMBENT)
Director, Groveland Community Services District

- ACQUANETTA WARREN**
Vice Chair, Local Agency Formation Commission for San Bernardino County

- JESSE CLAYPOOL** (INCUMBENT)
Board Chair, Honey Lake Valley Resource Conservation District

- SANDY SEIFERT-RAFFELSON** (INCUMBENT)
General Manager, Herlong Public Utility District

ADOPTED this ____ day of _____, 2023 by the:

at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan
District/Agency Groveland Community Services District (GCSD)
Work Address P.O. Box 350, Groveland CA 95321
Work Phone (209) 962-7131 Cell Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:
1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board: Member since 2016, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

What is your overall vision for SDRMA? (Response Required)

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

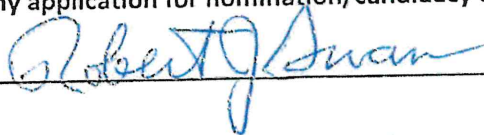
(3) continue to emphasize services to our core membership: small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

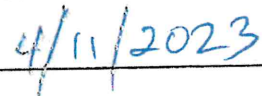
Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date



**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

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Candidate* **ACQUANETTA WARREN**
 District/Agency **Local Agency Formation Commission (LAFCO) for San Bernardino County**
 Work Address **1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490**
 Work Phone **(909)388-0480** Home Phone

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

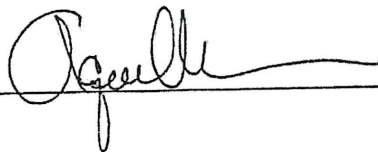
In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____



Date _____

4/25/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
- no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Jesse D. Claypool
District/Agency Honey Lake Valley Resource Conservation District
Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130
Work Phone 530-257-7271 Cell Phone 530-310-0232

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing relevant and affordable solutions, available to all special districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

The vast amount of understanding and experience that I've gained as a current member of the SDRMA Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey Lake Valley Resource Conversation District and a board member of a Regional Water Management Group. Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two terms.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**


What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

I have attended various board member trainings and completed leadership and governance classes, including the following; CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy. I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

What is your overall vision for SDRMA? (Response Required)

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/20/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson
 District/Agency Herlong Public Utility District
 Work Address P O Box 115, Herlong CA 96113
 Work Phone (530)827-3150 Cell Phone (530)310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 35 plus years' experience in accounting and special districts.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within.
I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several year. I have served on the SRLF Board and current President; Northeastern Rual Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learn that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for Herlong PUD, I worked to form the District and was directly involved with LAFCo Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first policies for HPUD. I have administered the financial portion of 2 large capital improvement projects with USDA as well as worked on the first ever successful water utility privatization project with the US Army and department of Defense. I am currently in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contract for utility services.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? **(Response Required)**

I have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

With HPUJ and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

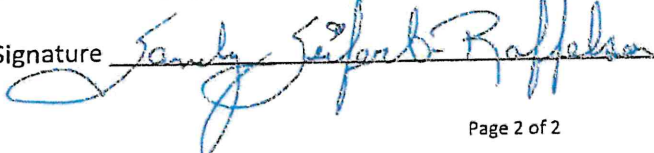
I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

What is your overall vision for SDRMA? **(Response Required)**

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/17/2023

SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors

AGENDA NO. VI

FROM: Eric Schanz, General Manager

Meeting Date: August 3, 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 June were 19,426 units (Guerneville cycle). Water Sales continue to track slightly lower for the month of June as compared to previous years. Total combined Monte Rio and Guerneville water production for June was 55.60 AF.
- 3. Leaks:** There were a total of 4 water main repairs in June requiring 38 work hours total, and 7 service line leaks requiring 35 work hours total. (Figure2).
- 4. Guerneville Rainfall:** Cumulative rainfall for June was 53.96 inches compared to last year, the cumulative rainfall was only 29.88 inches in June (Figure 3). No rain was recorded for the month.
- 5. In-House Construction Projects:**
 - Sweetwater Springs Tank access road:** (7/12/2023) The water line was moved off edge of road to allow two Doug Fir trees to be taken down during the road repair project on the access road to the tank. As part of the project 100 feet of 2-inch P.E. pipe was installed replacing existing older schedule 40 pipe.
 - Neeley Road Hydrant Replacement:** (7/14/2023) The fire hydrant at the intersection of Neeley Road and River Lane was replaced due to a previous vehicle accident that damaged the existing hydrant.

6. Grants:

DWR Grant: The first grant disbursement is still under review by DWR staff. A meeting was held with DWR on Monday, June 29, 2023 to discuss an extension of the performance period of the grant agreement to allow more time for construction for the Harrison Tank project.

Moscow Road FEMA Grant: The FEMA Grant is currently in the review process.

7. Willow Road Drainage Project: Sonoma Public Infrastructure is planning to start the project in August and has been keeping in touch with our Field Manager to coordinate the construction activities.

8. Moscow Road: The contract to do the slide repair construction at the Moscow Road Slides was awarded to Ghilotti Construction. Work is expected to start on August 2 per the construction schedule. District staff has been attending the weekly construction meetings with all parties involved.

9. Pottery Valley Project Update: Sweetwater Springs Water District was asked to participate in the Planning Group for the Russian River Water Forum as a water supplier representative for the lower Russian River. The Water Forum seeks to identify water-supply resiliency solutions that respond to PG&E's planned decommissioning of the Potter Valley Project while protecting Tribal interests and supporting the stewardship of fisheries, water quality, and recreation in the Russian River and Eel River basins.

Currently the Planning Group has been formed with the various stakeholders from the Russian and Eel Rivers. Working Groups are starting to meet. The working groups include Water Supply & Fisheries, Water Rights & Water Management, Finance & Economics and the Russian River Resiliency Subcommittee. Working Group activities are driven by the needs of the Planning Group; each Working Group is responsible for presenting its findings, discussion outcomes, and recommendations (if any) to the Planning Group and the public.

Most of the work of the Planning Group to date has been to establish members participation, develop the Planning Group Charter and the establishment of the Working Groups.

There are a lot of interest involved in the project and not all align with that of the Russian River water suppliers and maintaining existing diversions. The Planning Group meetings are public meetings and currently the Working Groups are also.

I recommend looking at Mike Thompsons (Sonoma Water) presentation at the last MAC meeting. It gives a good overview of what has been happening:

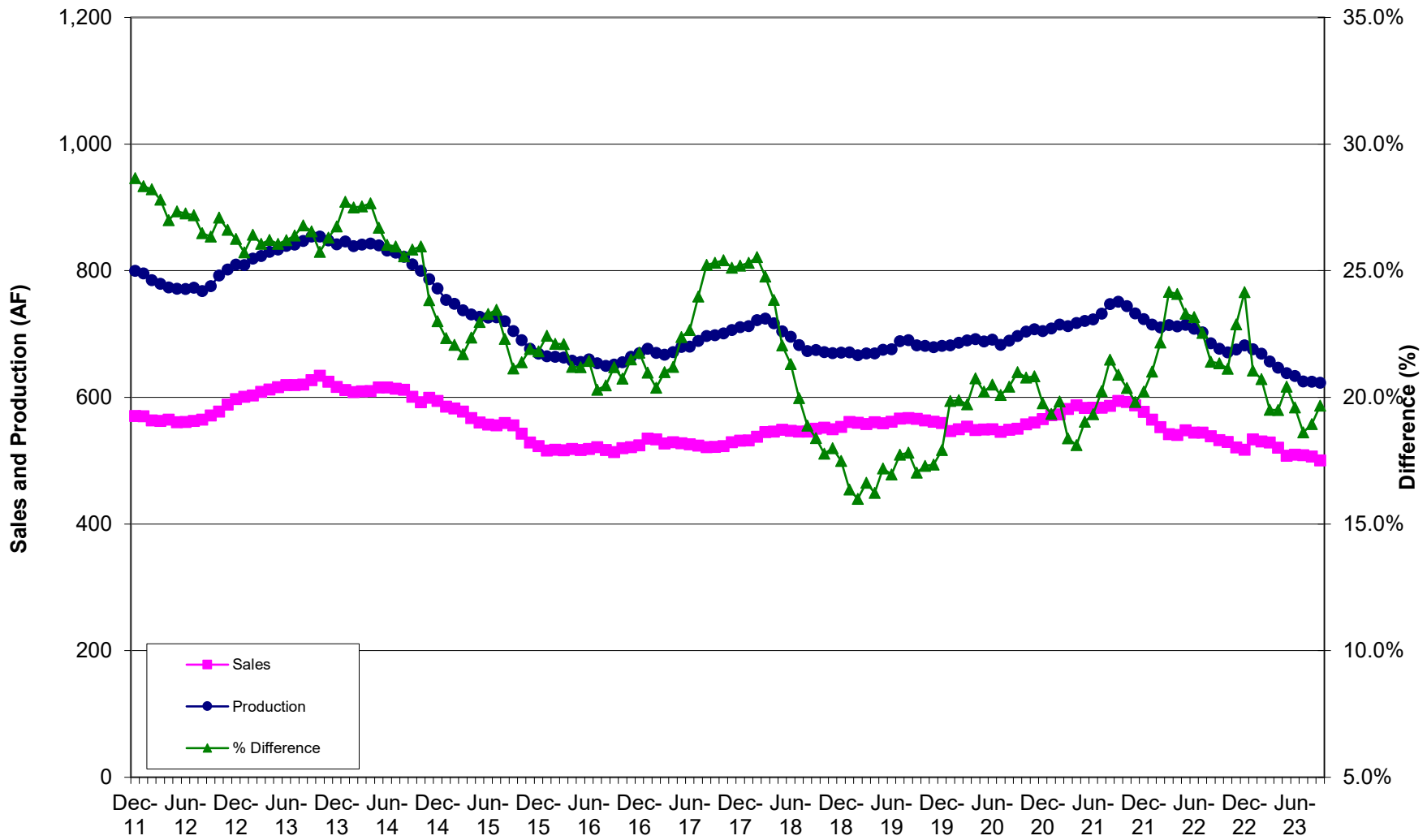
<https://www.youtube.com/@sonomacounty5thdistrict> (Mike's presentation begins at 0:33:17 and goes until 1:29:00, almost an hour)

Also, the Russian River Water Forum website is a good source of information:

<https://russianriverwaterforum.org/>

10. Gantt Chart: The Gantt Chart is updated for June 2023 (Figure 4).

**Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since December 2011**



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

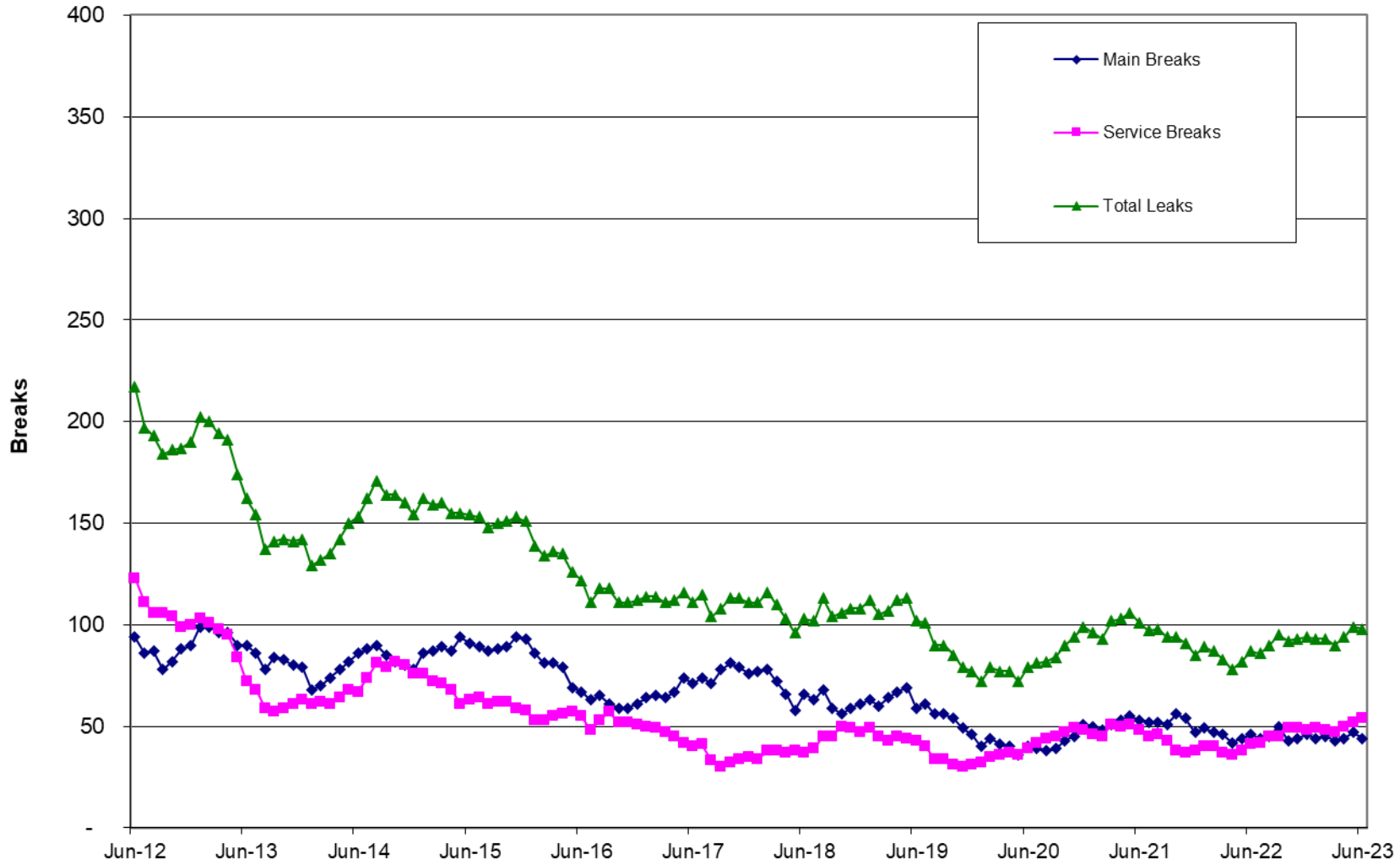
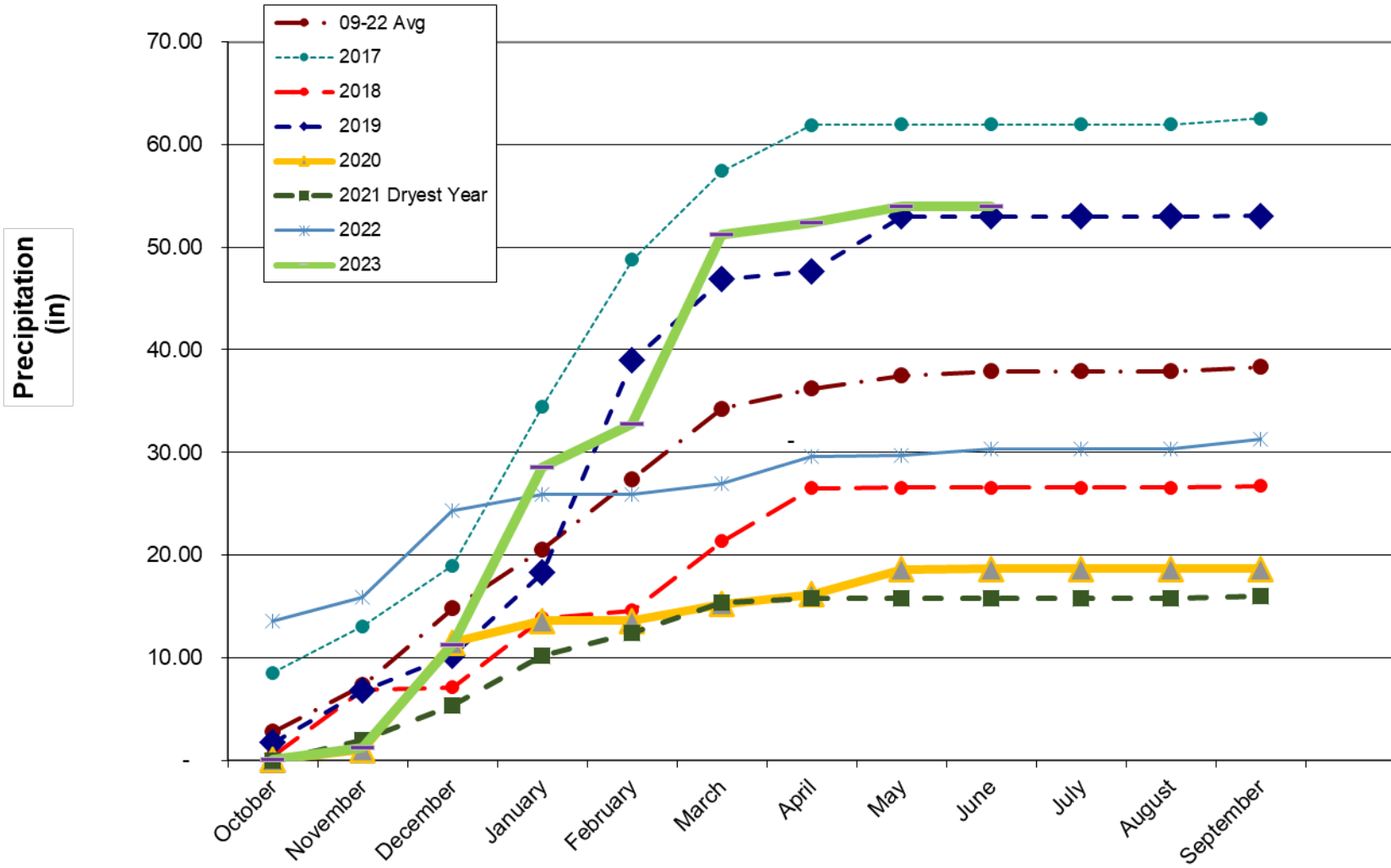
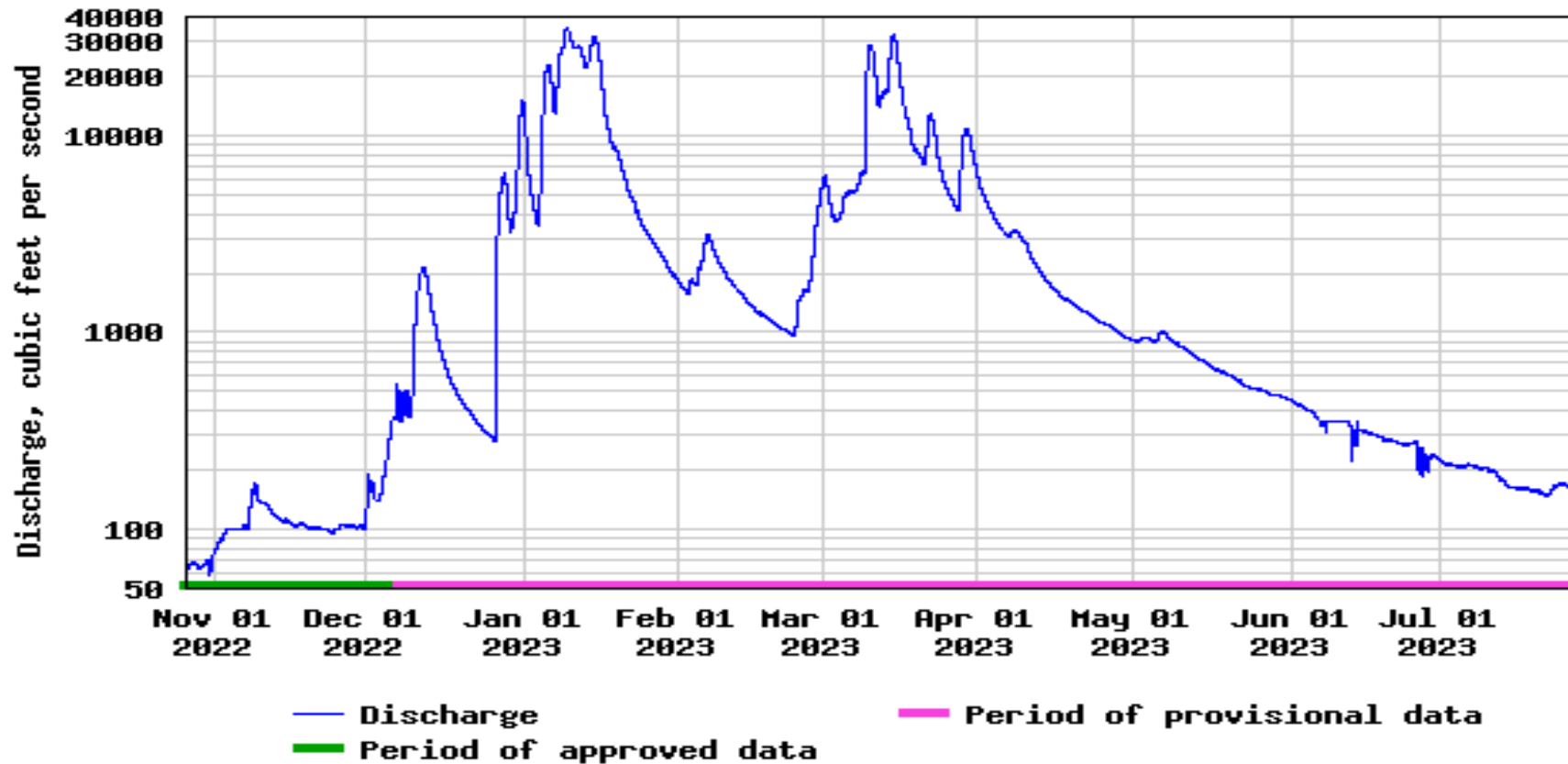


Figure 3. Guerneville Cumulative Monthly Rainfall





USGS 11467000 RUSSIAN R A HACIENDA BRIDGE NR GUERNEVILLE CA



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
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
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
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
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
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
JANUA	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