



## SUISUN-SOLANO WATER AUTHORITY

### BOARD OF DIRECTORS

Alma Hernandez, President  
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### BOARD OF DIRECTORS

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## EXECUTIVE COMMITTEE MEETING

Monday, April 3, 2023

9:00 a.m.

Suisun City Hall Conference Room  
701 Civic Center Blvd  
Suisun City, CA

- **Public Comment** – opportunity for public comment is offered written and live during the meeting.
  - **Written** – written comments can be submitted via email to [SSWAcomments@sidwater.org](mailto:SSWAcomments@sidwater.org) or via U.S. mail to Suisun-Solano Water Authority, Attn: Gerardo Santana, 810 Vaca Valley Parkway, Ste 201 – Vacaville, CA 95688. Please put the agenda item number, if applicable, in the subject line. Comments received prior to the introduction of the agenda item will be distributed to the Committee, made available for public review, and made part of the record.
  - **Oral** – Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Comment section. Speaker times are limited to five (5) minutes per person on any matter within the jurisdiction, not on the Agenda.

## AGENDA

### 1. Preliminary

- 1.1. Call Meeting to Order
- 1.2. Introductions
- 1.3. Approval of Agenda

### 2. Presentations

None

### 3. Public Comment (Non-Agenda Items)

### 4. Informational Items

- 4.1. Capital Improvement Project Status Report. **(Page 3)**

4.2. SSWA Financial Information Update. **(Page 6)**

**5. Consent Calendar**

5.1. Approval of the Minutes of the March 6, 2023, Executive Committee Meeting.  
**(Page 11)**

**6. Scheduled Items**

6.1. Review and confirm the Agenda for the SSWA Board Meeting scheduled for April 10, 2023, at 6 p.m., based on Executive Committee Recommendations.

**7. Committee Member & Staff Comments**

**8. Adjourn**

**SUISUN-SOLANO WATER AUTHORITY  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE: April 3, 2023**

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**AGENDA ITEM 4.1**

**Capital Improvement Project Status Report**

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**EXECUTIVE SUMMARY:**

The current status of the capital projects approved by the Board for FY 2022-23 are listed below. Other projects and issues affecting the Capital Improvement Program are also listed.

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**STAFF REPORT:**

Updates to the project list and status of projects are shown in **bold text**.

**A. Replacement Projects**

These projects are funded from the Replacement Reserve Fund.

*Cement Hill Water Treatment Plant (CHWTP) Projects*

1. CHWTP New Entrance Project: Plans have been finalized and coordination with Fairfield is taking place. **The City of Fairfield is addressing issues with the developer in order to bring the agreements to their city council, a date is pending. Staff is currently in the process of finalizing agreements with consultants.** Construction is tentatively scheduled for Summer 2023.
2. Physical Security System Integration: The previously approved budget of \$80,000 was prepared to include work by outside consultants, installation of a new AT&T fiber optic communication line, purchase of a router, and staff time. The AT&T fiber optic line has been installed.
3. Filter Meter Replacement: **All meters have been purchased and installed; this project is now complete.**
4. VFD Controller Replacement: Staff received direction to replace the three (3) variable frequency drive (VFD) controllers for the treated water pumps at the CHWTP. In addition, the approved work includes adding surge protection devices between the utility power source and sensitive control equipment, such as the treated water pumps, to protect these devices from faulting. The three (3) VFD controllers have been purchased and installed. **Staff has gathered more information from its electrical consultant regarding the surge protection work and is planning next steps.**
5. Fairfield-Suisun Intertie Backflow Replacement: **The two (2) 8-inch backflow prevention (BFP) devices have been installed. This project is now complete.**

## *Combined Distribution Facility Projects*

### *Distribution System Projects*

6. Sectionalizing Valve Replacement Project: Some valves needing replacement have been identified and scheduling their replacement is in progress.
7. Meridian West (aka Crystal Middle School site) Offsite Pipeline Replacement Project: Design Agreement should be executed soon. Staff requested an exemption for water/sewer separation requirements in one street where it is impossible to meet the minimum requirements. The Division of Drinking Water (DDW) granted SSWA a waiver from the State water main separation requirements. Upon finalizing landscape plans, construction can proceed.

## **B. 2019 Bond Fund Projects**

These projects are funded from the 2019 Bond Fund.

### *Cement Hill Facility Projects*

10. Control System Reprogramming: This project will start soon once the new equipment at the Cement Hill Tanks and New Cement Hill Pipeline has been integrated into the plant control system. A site visit has been completed by Telstar to initiate this work.

## **C. New Capacity Fund Projects**

These projects are funded from the Capacity Fund.

11. Walters Road Pipeline: The portion to construct under Highway 12 is on hold.
12. Water Master Plan Update: RFP has been approved and has been advertised. **A proposal was received and staff is currently negotiating a refined scope.** Expected award of contract will be at the May 2023 Board Meeting.

## **D. Other Projects**

The following items include potential and pending capital projects, and Authority non-capital work (administrative, financial, operations and maintenance) affecting capital projects and planning.

12. Corp Yard Tank Replacement/Railroad Avenue Facility: This facility is planned to be decommissioned. The pumps have failed and staff is proposing not to replace them. In addition, the tank's lining has deteriorated and needs to be replaced. The tank has only been used in the recent past when emergency storage was necessary (tank filled, then immediately emptied after the short term need was gone).

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**RECOMMENDATION/REQUEST:**

None; this is provided for the Board's information.

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**ATTACHMENTS:**

None.

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**STAFF RESPONSIBLE FOR REPORT:**



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Paul Fuchslin, SID Director of Engineering

Date: March 30, 2023

**SUISUN-SOLANO WATER AUTHORITY  
EXECUTIVE COMMITTEE MEETING**

**AGENDA TRANSMITTAL**

**MEETING DATE:** April 3, 2023

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**AGENDA ITEM No. 4.2: Information Only: SSWA Financial Information Update**

**I. Budget vs. Actual Report from July 1 to December 31, 2022 (unaudited)**

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**STAFF REPORT:**

Attached is the Exhibit A- Fund Detail Budget Report.

**I. Budget vs. Actual for FY2022-23**

- Referring to page 1 of Exhibit A – For the first half of the fiscal year, in the operations fund, the revenue and expenditures are within the budget. There is no proposed budget amendment as of this time. Below is the summary of the first six months of the yearly operations.

SSWA Operation Fund Financial Overview as of December 31, 2022	Proposed Budget FY2022-23	Actual Jul-Dec 22	% of Budget
Revenue			
Water Sales	6,916,143	3,670,731	53%
Other Revenue	474,700	281,406	59%
Total Operating Revenue	7,390,843	3,952,137	53%
Expenditures	5,701,608	2,850,340	50%
Total	1,689,235	1,101,797	

**Operations Fund Overview:**

- For the first half of the fiscal year, July to December 2022, the water sales are at 53% of the budget. As of this snapshot, the water sales are 3% higher than the projected budget. The Authority implemented the rate increase that was passed by the Board during adoption of the Water Rate Study on October 12, 2021. The installation of the new smart meter is mostly complete except for some pending punch list items.
- The expenditure is 50% of the budget. Overall, the operating fund financial activities are within the budget, and there is no recommendation for budget amendment.

Capital Project Fund Overview:

- Information on capital projects spending from July to December 2022 is found on page 2 through 3 of Exhibit A.
  - Replacement Fund- expenditure budget of \$3,571,6061 with actual spending of only \$96,319. Most of the projects, such as CHWTP Condition Assessment, are in the planning stage. Crystal Middle School Offsite Pipeline Replacement is waiting for the developer to proceed with the development. Staff has been working with Badger on obtaining meters for the Large Meter Replacement program as they are just now becoming available in the larger sizes.
  - 2019 Bond Proceeds- expenditure budget is \$4,461,224 with actual spending of \$1,059,372.
    - Chemical System Rehabilitation-complete.
    - CHWTP Tank 2A Rehab- planning stage.
    - Control System Reprogramming-with the completion of the Chem System Upgrades, this work can be scheduled to begin.
  - Capacity Fund- expenditure budget of \$150,000 with zero spending, for Water Master Plan Update. RFP has been approved and has been advertised. Expected award of contract by May 2023. In terms of the Development Impact Fees (revenue) budget, the amount generated to date is \$140,796 out of the \$972,300 budget. The Crystal School Site development has not applied for permit as of this writing.

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ATTACHMENT:

1. SSWA Fund Detail Budget-Exhibit A

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PREPARED BY: Elizabeth N. Luna, Accounting Services Manager, City of Suisun City  
REVIEWED BY: Lakhwinder Deol, Finance Director, City of Suisun City  
APPROVED BY: Cary Keaten, SSWA Manager

Fund Detail Budget

Exhibit A

Reso 22-06 dtd 6/13/22

	FY20-21 Actual (Audited)	FY21-22 Actual (Audited)	FY22-23 Adopted Amended	FY22-23 Actual as of Dec. 2022	Notes:
<b>OPERATIONS FUND</b>					
<b>Beginning Balance</b>	\$ 1,397,045	\$ 1,776,929	\$ 1,563,000	\$ 1,690,818	
<b>Revenues</b>					
Water Rate Revenue	\$ 6,502,787	\$ 6,657,548	\$ 6,916,143	\$ 3,670,731	53%
Interest Income	\$ (7,719)	\$ (8,503)	\$ -	\$ 5,069	
Other Water Sales	\$ 30,717	\$ 17,461	\$ 15,000	\$ 20,979	
Water Meter Installations	\$ 4,385	\$ 11,182	\$ 46,600	\$ 4,851	
Other Water Dept Receipts	\$ 237,252	\$ 235,455	\$ 200,000	\$ 142,071	
FSSD Sewer Billing Fees	\$ 145,704	\$ 151,657	\$ 152,000	\$ 77,913	
Suisun Valley Maintenance Fees	\$ 30,280	\$ 30,673	\$ 32,100	\$ 17,323	
Plan Check Fees	\$ 2,014	\$ 11,461	\$ 10,000	\$ 13,200	
Engineering Fees	\$ 17,375	\$ 12,865	\$ -	\$ -	
Unrealized Loss on Pooled Investment	\$ -	\$ (33,269)	\$ -	\$ -	
ARPA - City Premium Pay Reimb	\$ -	\$ -	\$ 19,000	\$ -	
ARPA -Water Arrearages Program	\$ 10,610	\$ 80,125	\$ -	\$ -	
<b>Total Operating Revenue</b>	\$ 6,973,405	\$ 7,166,655	\$ 7,390,843	\$ 3,952,137	53%
<b>Expenditures</b>					
Customer Accounts					
JPA Services - Suisun City	\$ 874,032	\$ 1,043,014	\$ 1,336,539	\$ 559,649	
ARPA -Water Arrearages Program	\$ -	\$ 74,287	\$ -	\$ -	
Bad Debt Expense	\$ 19,417	\$ 34,042	\$ 40,000	\$ 34,524	
Total Customer Accts.	\$ 893,449	\$ 1,151,344	\$ 1,376,539	\$ 594,173	43%
Administration					
Board Services & Supplies	\$ 12,200	\$ 10,050	\$ 14,400	\$ 4,850	
Admin-Solano Wtr. Auth./Water Foundation	\$ 891	\$ 1,209	\$ 8,000	\$ -	
Contract Serv. (Fin. Plan/Water Rate/ legal)	\$ 16,261	\$ 5,839	\$ -	\$ 69	
Legal Expenses	\$ 39,336	\$ 47,265	\$ 40,000	\$ 22,381	
Bond Trustee Fees/CD/Arbitrage	\$ -	\$ 15,450	\$ 13,400	\$ 2,950	
Urban Water Mgmt Plan-Maddaus	\$ 67,366	\$ -	\$ -	\$ -	
Infrastructure Acquisition/Access Lease	\$ 350,628	\$ 350,624	\$ 350,624	\$ 175,350	
Total Admin. Expend.	\$ 486,682	\$ 430,437	\$ 426,424	\$ 205,600	48%
Water Conservation					
JPA Services -SID	\$ 9,030	\$ 16,073	\$ 22,000	\$ 40,244	
JPA Services - SID-Water Educ Prog	\$ 4,639	\$ 5,197	\$ 5,200	\$ -	
JPA Services - flyer-printing/mailing cost	\$ -	\$ -	\$ -	\$ 945	
Total Water Conservation	\$ 13,669	\$ 21,270	\$ 27,200	\$ 41,189	151%
Suisun Valley Water System					
JPA Services - SID	\$ 84,004	\$ 103,496	\$ 101,200	\$ 66,817	
Total Suisun Wtr. System	\$ 84,004	\$ 103,496	\$ 101,200	\$ 66,817	66%
General Operations					
ACWA Membership	\$ 14,885	\$ 16,190	\$ 18,000	\$ 16,840	
ACWA Insurance Coverage	\$ 2,183	\$ 2,632	\$ 50,000	\$ 3,036	
JPA Services - SID Admin & Eng'g	\$ 1,241,909	\$ 1,541,772	\$ 1,579,920	\$ 860,851	
Bldg/Equip Lease	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Total General Operations	\$ 1,263,977	\$ 1,565,594	\$ 1,652,920	\$ 885,727	54%
Maintenance & Repair					
JPA Services - SID	\$ 386,569	\$ 509,656	\$ 500,300	\$ 290,751	
Contract Serv. City Street Patching	\$ 99,228	\$ 102,403	\$ 105,475	\$ 52,738	
Encroachment Fees	\$ 11,026	\$ 16,330	\$ 18,600	\$ -	
Total General Maintenance	\$ 496,822	\$ 628,389	\$ 624,375	\$ 343,489	55%
CHWTP & GHWTP Facilities					
JPA Services - SID	\$ 1,295,904	\$ 1,389,562	\$ 1,452,950	\$ 690,845	
Water Purchases	\$ 34,500	\$ 38,115	\$ 40,000	\$ 22,500	
Total CHWTP/GHWTP Expend.	\$ 1,330,404	\$ 1,427,677	\$ 1,492,950	\$ 713,345	48%
<b>Total Expenditures</b>	\$ 4,569,008	\$ 5,328,206	\$ 5,701,608	\$ 2,850,340	50%
Transfers					
Transfer to Debt Service Fund	\$ 1,024,513	\$ 924,560	\$ 993,777	\$ 723,797	
Transfer to Replac. Reserve	\$ 1,000,000	\$ 1,000,000	\$ 584,458	\$ -	tbd
Total Transfers	\$ 2,024,513	\$ 1,924,560	\$ 1,578,235	\$ 723,797	
<b>Total Use of Funds</b>	\$ 6,593,520	\$ 7,252,766	\$ 7,279,843	\$ 3,574,137	
<b>Ending Balance</b>	\$ 1,776,929	\$ 1,690,818	\$ 1,674,000	\$ 2,068,817	
Operating Reserve (25% of O&M)	\$ 1,398,000	\$ 1,563,000	\$ 1,674,000	\$ -	
Uncommitted Balance	\$ 378,929	\$ 127,818	\$ 0	\$ 0	
2016 & 2019/2021 Bond (1.20X Requirement)	\$ 2.36	\$ 1.98	\$ 1.70	\$ -	



Suisun-Solano Water Authority  
Fund Detail Budget

Exhibit A

	FY20-21 Actual (Audited)	FY21-22 Actual (Audited)	FY22-23 Adopted Amended	FY22-23 Actual as of Dec. 2022	Notes:
<b>DEBT SERVICE FUND</b>					
<b>Beginning Balance</b>	\$ -	\$ -	\$ -	\$ -	
<b>Revenues</b>					
Transfer In from Operations	\$ 1,024,513	\$ 924,560	\$ 993,777	\$ 723,797	
Investment Income with Fiscal Agent	\$ -	\$ 0		\$ 68	
<b>Total Revenues</b>	\$ 1,024,513	\$ 924,561	\$ 993,777	\$ 723,865	
<b>Expenditures</b>					
Bond Trustee Fees (2700 each bond series)	\$ 5,400				
Prof Serv- Continuing Disclosure Report (2,000 ea)	\$ 3,750				
Prof Serv- Arbitrage Report- Bonds (2,000 ea)					
Principal - 2021 & 2019 Bonds (280,000+170,000)	\$ 300,000	\$ 410,000	\$ 450,000	\$ 450,000	
Interest - 2021 & 2019 Bonds(226,389+317388)	\$ 715,363	\$ 514,560	\$ 543,777	\$ 273,797	
Transfer to Operations Fund					
<b>Total Expenditures</b>	\$ 1,024,513	\$ 924,560	\$ 993,777	\$ 723,797	
<b>Ending Balance</b>	\$ -		\$ -	\$ 68	
<b>REPLACEMENT RESERVE</b>					
<b>Beginning Balance</b>	\$ 4,020,329	\$ 3,939,883	\$ 4,933,651	\$ 4,808,161	
<b>Revenues</b>					
Interest Income	\$ 4,025	\$ (4,272)	\$ -	\$ 23,131	
Transfer -In from Capacity Fund					
Transfer -In from Operations Fund Reserve Excess	\$ 1,000,000	\$ 1,000,000	\$ 584,458		
<b>Total Revenues</b>	\$ 1,004,025	\$ 995,728	\$ 584,458	\$ 23,131	
<b>Expenditures</b>					
Equipment Replacement/Addition-CHWTP	\$ 97,866				
CHWTP New Entrance	\$ 145,508	\$ 26,087	\$ 970,750	\$ 1,817	
Settled Water Storage Tanks 1&3 Rehab					
Plant 1 Filter Piping Rehab					
SCADA Integration Corp Yard Tank & Booster					
Sectionalizing Valve Replacement	\$ 15,672	\$ 13,421	\$ 82,986	\$ 14,037	
Large Meter Replacement	\$ 6,550		\$ 225,000	\$ 455	
Railroad Ave MS and PRS Rehab					
Electrical Distribution Equip Rehab					
Plant 1 Clarifier Coating Repairs					
Plant 1 Clarifier Flexible Connections					
WLCP DMA Implementation Project	\$ 523				
SV Pipeline Replacement & Relocation					
Prof Services-Map Railroad Ave Facility Parcel					
Raw Water Screen Drainage System					
New Utility Billing/Accounting Program					
Vault Lid Replacement Design/Construction	\$ 326,208				
Transfer Out to Capacity Fund-Walters Rd Pipeline					
Security System Upgrade & Integration	\$ -		\$ 73,815		
GIS-Geographic Information System	\$ 173,936	\$ 155	\$ -	\$ 166	
CHWTP Metering Replacement	\$ 17,992		\$ 55,000		
Civic Center Blvd. Waterline Project-Design/Bid	\$ 300,217				
CHWTP Condition Assessment	\$ -		\$ 300,000		
Distribution Condition Assessment			\$ 150,000		
Maintenance Management System(software)	\$ -	\$ -	\$ 100,000		
Filter Meter Replacement	\$ -	\$ (9)			
Raw Water Pump Check		\$ 8,002	\$ 35,200	\$ 30,380	
Electrical Panel Sump Pump		\$ 3,280			
Backflow @ Pennsylvania/Ohio			\$ 14,000		
Crystal Middle School offsite Pipeline Replacement		\$ -	\$ 904,000		
Rehabilitate Filtr Inlet Piping			\$ 18,000		
VFD Controlllers Replacement			\$ 100,000	\$ 49,464	
Unrealized Loss on Pooled Investments		\$ 76,513			
Transfer to 2019 Bond CIP to cover shortage			\$ 542,850		
<b>Total Expenditures</b>	\$ 1,084,471	\$ 127,450	\$ 3,571,601	\$ 96,319	
<b>Ending Balance</b>	\$ 3,939,883	\$ 4,808,161	\$ 1,946,508	\$ 4,734,973	

Suisun-Solano Water Authority  
Fund Detail Budget

Exhibit A

	FY20-21 Actual (Audited)	FY21-22 Actual (Audited)	FY22-23 Adopted Amended	FY22-23 Actual as of Dec. 2022	Notes:
<b>2019 BOND PROCEEDS</b>					
<b>Beginning Balance</b>	\$ 6,262,750	\$ 5,918,374	\$ 3,918,374	\$ 2,744,580	
<b>Revenues</b>					
Interest Income	\$ 10,292	\$ (2,682)		\$ 5,864	
From Replacement Reserve -cover shortage			\$ 542,850		
Bond Proceeds (Net of Issuance Cost)		\$ 5,106			
<b>Total Revenues</b>	\$ 10,292	\$ 2,425	\$ 542,850	\$ 5,864	
<b>Transfer out to 2016 Bond Fund Projects</b>	\$ 11,494				
New Cement Hill Pipeline	\$ 40,676			\$ 310	
System Reprograming-New CH Facility	\$ 23,576		\$ 76,424		
Cement Hill Tank 2A Rehab- consulting	\$ 1,060				
Cement Hill Tank 2A Rehabilitation			\$ 1,639,800		
Chemical System rehab Construction	\$ 277,862	\$ 3,166,793	\$ 2,745,000	\$ 1,059,062	
CIP Program Management Services	\$ 158,650				
CIP Program Mgmt-Cost Distribution to CIP	\$ (158,650)				
Unrealized Loss on Pooled Investments		\$ 9,426			
<b>Total Expenditures</b>	\$ 354,668	\$ 3,176,219	\$ 4,461,224	\$ 1,059,372	
<b>Ending Balance</b>	\$ 5,918,374	\$ 2,744,580	\$ 0	\$ 1,691,072	
<b>CAPACITY FUND</b>					
<b>Beginning Balance</b>	\$ 859,793	\$ 895,688	\$ 1,145,669	\$ 1,121,141	
<b>Revenues</b>					
Interest Income	\$ (278)	\$ (2,071)	\$ -	\$ 5,914	
From Replacement Fund- CIP share					
Development Impact Fees	\$ 54,766	\$ 349,113	\$ 972,300	\$ 140,796	
<b>Total Revenues</b>	\$ 54,488	\$ 347,042	\$ 972,300	\$ 146,710	
<b>Expenditures</b>					
2 MG Water Tank @ CHWTP Tank 2B	\$ 887				
Update Water Master Plan	\$ -		\$ 150,000	\$ -	
Capacity Study					
Walters Road Pipe Phase 2 on hold	\$ 17,706	\$ 99,132	\$ -		
Walmart PRS Integration					
Transfer Out to Capacity Fund					
Unrealized Loss on Pooled Investments		\$ 22,457			
<b>Total Expenditures</b>	\$ 18,593	\$ 121,589	\$ 150,000	\$ -	
<b>Ending Balance</b>	\$ 895,688	\$ 1,121,141	\$ 1,967,969	\$ 1,267,851	
<b>STABILIZATION FUND</b>					
<b>Beginning Balance</b>	\$ 300,000	\$ 304,591	\$ 304,591	\$ 297,838	
<b>Revenues</b>					
Interest Income	\$ 4,591	\$ (787)		\$ 1,457	
Transfer -In from Operation Fund					
<b>Total Revenues</b>	\$ 4,591	\$ (787)	\$ -	\$ 1,457	
<b>Transfer back to Operation Fund</b>					
Unrealized Loss on Pooled Investments		\$ 5,966			
<b>Total Expenditures</b>	\$ -	\$ 5,966	\$ -	\$ -	
<b>Ending Balance</b>	\$ 304,591	\$ 297,838	\$ 304,591	\$ 299,295	

**SUISUN SOLANO WATER AUTHORITY  
EXECUTIVE COMMITTEE MEETING**

**Monday, March 6, 2023  
9:00 a.m.**

**Suisun City Hall Conference Room  
701 Civic Center Boulevard  
Suisun City, CA**

**MINUTES**

**(UNADOPTED – SUBJECT TO REVISION)**

- **Public Comment** – opportunity for public comment is offered written and live during the meeting.
    - **Written** – written comments can be submitted via email to [SSWAcomments@sidwater.org](mailto:SSWAcomments@sidwater.org) or via U.S. mail to Suisun-Solano Water Authority, Attn: Gerardo Santana, 810 Vaca Valley Parkway, Ste 201 – Vacaville, CA 95688. Please put the agenda item number, if applicable, in the subject line. Comments received prior to the introduction of the agenda item will be distributed to the Committee, made available for public review, and made part of the record.
    - **Oral** – Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Comment section. Speaker times are limited to five (5) minutes per person on any matter within the jurisdiction, not on the Agenda.
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**AGENDA**

**Members Present:**

**City of Suisun City:** Alma Hernandez, SSWA Board Vice President, City of Suisun City Mayor; Greg Folsom, SSWA Assistant Manager, City of Suisun City Manager

**Solano Irrigation District:** J.D. Kluge, SSWA Board President, SID Board President; Cary Keaten, SSWA Manager, SID General Manager

**Staff Present:** Nouae Vue, City of Suisun City Public Works Director; Elizabeth Luna, City of Suisun City Accounting Services Manager; Paul Fuchslin, SID Director of Engineering; Matthew Hobbs, SID Water and Power Operations Manager; Gerardo Santana, SID Assistant Engineer; Lakwinder Deol, City of Suisun City Finance Director

**Absent:**

**1. Preliminary**

1.1. Call to Order

*As a quorum was present, Mr. Kluge called the meeting to order at 9:00 a.m.*

1.2. Introductions

*Attendees introduced themselves.*

1.3. Approval of Agenda

*Upon a motion by Kluge, seconded by Keaten, the agenda was approved as presented without objection.*

*Ayes: Hernandez, Keaten, Folsom, Kluge*

*Noes: None*

*Abstain: None*

*Absent: None*

2. Presentations

*None.*

3. Public Comment (Non-Agenda Items)

*There was no public participation in this meeting.*

4. Informational Items

4.1. Capital Improvement Project Status Report.

*There were no questions or comments on Informational Items.*

5. Consent Calendar

5.1. Approval of the Minutes of the February 6, 2023, Executive Committee Meeting.

*Upon a motion by Keaten, seconded by Kluge, the consent calendar was approved as presented without objection.*

*Ayes: Hernandez, Keaten, Folsom, Kluge*

*Noes: None*

*Abstain: None*

*Absent: None*

6. Scheduled Items

6.1. Acceptance of the SSWA Financial Statements and Independent Auditor's Report for June 30, 2022.

*Elizabeth Luna, City of Suisun City Accounting Services Manager presented to the Executive Committee.*

*Staff received and answered questions from the Executive Committee.*

*Upon a motion by Kluge, seconded by Keaten, agenda Item 6.1 was approved as presented without objection.*

*Ayes: Hernandez, Keaten, Folsom, Kluge*

*Noes: None*

*Abstain: None*

*Absent: None*

- 6.2. Review and confirm the Agenda for the SSWA Board Meeting scheduled for March 13, 2023, at 6 p.m., based on Executive Committee Recommendations.

*Upon a motion by Keaten, seconded by Kluge, the agenda was approved as presented without objection for the SSWA Board Meeting scheduled for Monday, March 13, 2023.*

*Ayes: Hernandez, Keaten, Folsom, Kluge*

*Noes: None*

*Abstain: None*

*Absent: None*

7. **Committee Member & Staff Comments**

*None.*

8. **Adjourn**

*The meeting was adjourned at 9:26 a.m.*