

## **Minutes**

### **Sacramento Suburban Water District Regular Board Meeting Monday, June 21, 2021**

#### **Location:**

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #874 9444 3673.

#### **Call to Order – Videoconference/Audioconference Meeting**

President Wichert called the meeting to order at 6:01 p.m.

#### **Roll Call**

Directors Present: Dave Jones, Craig Locke, Kathleen McPherson, and Robert Wichert.

Directors Absent: Kevin Thomas.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Julie Nemitz, Greg Bundesen, David Espinoza, Todd Artrip, and Susan Schinnerer.

Public Present: William Eubanks and Paul Helliker.

#### **Pledge of Allegiance**

President Wichert led the Pledge of Allegiance.

#### **Announcements**

General Manager Dan York (GM York) announced:

- The Carmichael Water District/SSWD 2x2 Ad Hoc Committee Meeting on July 7, 2021 at 3:00 p.m.
- Director Thomas would be absent due to a dental procedure.

President Wichert announced:

- He would try to end the meeting before 8:00 p.m., as Director McPherson had to leave by then.
- He also requested to move Agenda Item 18 a. to after the Consent Items, as he wanted to be sure Director McPherson had an opportunity to provide a report of that item.

#### **Public Comment**

William Eubanks (Mr. Eubanks) expressed his displeasure with Director McPherson's behavior at the last Employee Benefits Ad Hoc Committee Meeting. He stated she violated the Brown Act and expressed he would be looking further into Brown Act violation ramifications.

## Consent Items

1. **Minutes of the May 17, 2021, Regular Board Meeting**
2. **Policy Review - Catastrophic Leave Policy (PL – HR 008)**
3. **Resolution No. 21-06 A Resolution of the Board of Directors of the Sacramento Suburban Water District Authorizing Bank Account Signatories**

Director Jones moved to approve all Consent Items; Director Locke seconded. The motion passed by unanimous vote.

AYES:	Jones, Locke, McPherson, and Wichert.	ABSTAINED:	
NOES:	Thomas.	RECUSED:	
ABSENT:			

## Items for Discussion and/or Action

4. **Resolution No. 21-07 A Resolution of the Sacramento Suburban Water District Amending Regulation No. 15 of the Regulations Governing Water Service**  
Greg Bundesen (Mr. Bundesen) presented the staff report and answered clarifying questions.

Director McPherson expressed her recommendation for other local water purveyors to use the language “adequate water year” in an effort to promote consistency throughout the region. She additionally expressed her concern for the language in the policy, noting that it did not give much flexibility.

Discussion ensued over the term and definitions of “normal water year” versus “adequate water year.”

Mr. Bundesen expressed the terms are used similarly, noting that the perception of what staff is trying to say is that we are not in a normal water year.

Discussion ensued over an intertie project the District was working on with Carmichael Water District.

Paul Helliker (Mr. Helliker) expressed that he felt the term “adequate water supply” more accurately described the current water status, and stated he would bring it to San Juan Water District to consider using.

Director Locke moved to approve the staff recommendation, Director McPherson seconded. The motion passed by unanimous vote.

AYES:	Jones, Locke, McPherson, and Wichert.	ABSTAINED:	
NOES:	Thomas.	RECUSED:	
ABSENT:			

Mr. Eubanks inquired who wrote the staff report, and additionally inquired what the watering schedule was.

Mr. Bundesen expressed it was a combination of previous reports, and provided the District's watering schedule.

18. a. **Employee Benefits Ad Hoc Committee Meeting**

The agenda for the June 16, 2021, meeting was provided.

Director McPherson provided an oral report of the meeting, expressing the Committee would be working on the Employee Handbook for the remainder of the year.

President Wichert expressed he was interested in discussing the sick leave item sooner than the end of the year. He additionally expressed he was not in favor of any monetary benefit for Sick Leave time off.

Director Jones expressed that President Wichert should hold off on providing his recommendation on the item until it was presented to the full Board.

Mr. Eubanks expressed confusion over the Committee all together.

President Wichert expressed the Committee would proceed with modifying the Employee Handbook.

GM York stated the direction from the Committee was to work on the Employee Handbook.

President Wichert stated he would bring the Item up under Director Comments at the end of the meeting.

5. **Sacramento Region Water Utility Collaboration Study**

GM York presented the staff report and answered clarifying questions.

Mr. Helliker expressed that the study was done to sift through what could be collaborated on, noting it was just the beginning efforts to find ways to improve services throughout all agencies and save money. He commended GM York for his efforts in coordinating the committee and keeping everything on track, noting the project and product was a success.

President Wichert supported the efforts and recommended staff continue discussions.

Director Locke moved to approve the staff recommendation; Director Jones seconded. The motion passed by unanimous vote.

AYES:	Jones, Locke, McPherson, and Wichert.	ABSTAINED:	
NOES:	Thomas.	RECUSED:	
ABSENT:			

## General Manager's Report

### 6. General Manager's Report

GM York presented the staff report and answered clarifying questions.

- a. *Accepting Grant of Easement and Right of Way*  
A written report was provided.
- b. *Arden Park Vista Service Area Consolidation Update*  
A written report was provided.

## Department/Staff Reports

### 7. Financial Report

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

President Wichert inquired if there was any potential impact on rates due to COVID-19 effects.

Mr. Ott expressed he did not anticipate any impact on rates due to uncollected funds, however, staff was keeping an eye on it.

Director Locke inquired if staff was considering any payment plans for customers in arrears.

Mr. Ott stated staff has sent out two separate direct mailers to those customers in arrears to encourage them to contact the District for assistance on payment options and arrangements. He additionally noted more direct mailers were going to be sent out to customers with similar information.

GM York noted he would keep the Board updated on the item.

- a. *COVID-19 Financial Update*  
A written report was provided.
- b. *Cash Expenditures – May 2021*  
A written report was provided.
- c. *Purchase Card Expenditures – May 2021*  
A written report was provided.
- d. *Financial Highlights*  
A written report was provided.

- e. *Statements of Net Position*  
A written report was provided.
- f. *Statements of Revenues, Expenses, and Changes in Net Position*  
A written report was provided.
- g. *Budgets – April 2021*  
A written report was provided.
- h. *Debt – April 2021*  
A written report was provided.
- i. *Investments Outstanding and Activity – April 2021*  
A written report was provided.
- j. *District Reserve Balances – April 2021*  
A written report was provided.
- k. *Information Required by LOC Agreement*  
A written report was provided.

8. **District Activity Report**

Assistant General Manager Matt Underwood (AGM Underwood) presented the staff report and answered clarifying questions.

Discussion ensued over the PFOA impacted well.

President Wichert requested to see the Annual Water Quality Report before it was sent out to District customers, noting he would like the report to be presented to the Board of Directors and Regulatory Compliance Committee in the future.

9. **Engineering Report**

Dana Dean presented the staff report.

- a. *Major Capital Improvement Program (CIP) Projects*  
A written report was provided.
- b. *Planning Documents*  
A written report was provided.
- c. *Other*  
A written report was provided.

## Information Items

10. **Sacramento Suburban Water District Goals – 2021 Update**

GM York expressed he would provide an example to Director McPherson of her request for issue paper format.

President Wichert inquired about the status of the merit increase percentage.

GM York expressed he would bring it to the Employee Benefit Committee's next scheduled meeting.

Director McPherson expressed her concern over the lack of momentum for certain topics in committee meetings.

11. **Environmental Review for the Well 80 Walnut/Auburn Project**

David Espinoza presented the staff report.

12. **Customer Service Area Security Upgrade Project**

Julie Nemitz presented the staff report and answered clarifying questions.

13. **ACWA/JPIA H.R. LaBounty Safety Award**

Todd Artrip presented the staff report and answered clarifying questions.

The Board congratulated Tom Dickenson on his safety award.

14. **Water System Sanitary and Compliance Inspection**

AGM Underwood presented the staff report.

15. **Upcoming Water Industry Events**

A written report was provided.

16. **Upcoming Policy Review**

A written report was provided.

- a. Communication and Team Building Policy (PL - Adm 008)

## Director's Reports (Per AB 1234, Directors will report on their meeting activities)

17. a. Regional Water Authority (Director Jones)

The agendas for the June 7, 2021, and June 11, 2021, meetings were provided.

GM York provided a summary of the meeting.

Regional Water Authority Executive Committee (General Manager York)

None.

- b. Sacramento Groundwater Authority (Director Wichert)  
The agendas for the June 7, 2021 and June 10, 2021 meetings were provided.

Director Wichert provided a summary of the meeting.

- c. Director Reports – AB 1234  
A written report was provided.

### **Committee Reports**

- 18. a. Employee Benefits Ad Hoc Committee Meeting (Director McPherson)

This item was discussed after Item 4, earlier in the meeting.

### **Director's Comments/Staff Statements and Requests**

President Wichert inquired if the Board was interested in bringing the sick leave item to the full Board for discussion.

GM York stated he could bring the staff report that was presented to the Committee, to the full Board for discussion, or back to the Committee for further discussion.

Director McPherson expressed she had an issue with the staff recommendation, as she did not agree with it. She noted she would like to see sick leave only converted to years of service credit, but no sick leave pay outs. She additionally wanted to see it as an unlimited accrual for all staff.

President Wichert noted the item could be brought to the Board without unanimous Committee support for a recommendation.

GM York expressed he would bring the item to the July Regular Board meeting for full Board discussion.

Director Jones expressed he was not interested in taking away a benefit that the employees were told they had all along, but that he would be interested in changing it going forward for new employees.

Director Locke noted that if an item was being discussed at a Committee, with all Directors attending the meeting, that item should be brought to the full Board for discussion.

### **Adjournment**

President Wichert adjourned the meeting at 7:46 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District