

Amended Agenda  
Sacramento Suburban Water District  
**Regular Board Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, August 16, 2021  
6:00 p.m.

**Due to rising concerns over the recent increases in COVID-19 cases, this meeting has been updated to be held both in-person in the District's Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.**

**The District recommends that members of the public participate in public meetings via videoconference and/or teleconference per the instructions below.**

**For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:**

**Join the meeting from a computer, tablet or smartphone:**

<https://us02web.zoom.us/j/84577570729?pwd=QUM4UXFBRIlpNGI3ZkN3UmVpcU0wZz09>

**Meeting ID:** 845 7757 0729

**Password:** 212648

**You can also dial in using your phone:** 1 (669) 900-6833

New to Zoom? Get the app now and be ready when your first meeting starts: <https://zoom.us/>  
Zoom uses encryption of data during Zoom meetings. The District uses a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

**Please mute your line.**

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 916.679.3972. Requests must be made as early as possible and at least one full business day before the start of the meeting.

### **Call to Order**

### **Pledge of Allegiance**

### **Roll Call**

### **Announcements**

### **Public Comment**

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to 3 minutes.

### **Consent Items**

The Board will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Board member, staff, or interested person requests that an item be removed from the Consent Items, it will be considered with the Items for Discussion and/or Action.

1. Minutes of the July 19, 2021, Regular Board Meeting  
*Recommendation: Approve subject minutes.*
2. Policy Review - Purchasing Card Policy (PL – Fin 006)  
*Recommendation: Approve subject policy with changes.*
3. Policy Review - Impaired Capital Asset Policy ( PL – Fin 008)  
*Recommendation: Approve subject policy with changes.*
4. Treasurer's Report  
*Recommendation: Approve the items in the report as recommended.*
5. Surplus Real Property  
*Recommendation: Declare the identified four parcels "surplus" to permit their disposal: APNs: 218-0153-015, 218-0054-019, 218-0282-009, and 220-0231-018.*

6. 2021 Mid-Year Budget Update

*Recommendation: No action. Review report from staff on the 2021 first half financial results of the Calendar Year 2021 budget.*

**Items for Discussion and/or Action**

7. Annual Fraud Prevention Presentation

*Recommendation: No Action. Discuss and review fraud prevention policies and procedures for District operations. Direct staff as appropriate.*

8. Calendar Year 2022 Budget Timeline and Budget Assumptions

*Recommendation: Approve the attached proposed Budget Timeline and Budget Assumptions.*

9. Employee Handbook Review - Sick Leave

*Recommendation: Review staff recommendation and direct staff as appropriate.*

**General Manager's Report**

10. General Manager's Report

- a. Grant of Easement and Right of Way

**Department/Staff Reports**

11. Financial Report

- a. COVID-19 Financial Update
- b. Financial Highlights
- c. Budgets
- d. Information Required by LOC Agreement

12. District Activity Report

13. Engineering Report

- a. Major Capital Improvement Program (CIP) Projects
- b. Planning Documents
- c. Other

### **Information Items**

14. Merit Program Implementation Analysis
15. Sacramento Suburban Water District Goals – 2021 Update
16. Upcoming Water Industry Events
17. Upcoming Policy Review
  - a. Water Banking and Transfer Policy (PL – BOD 006)

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

18. a. Regional Water Authority (Director Jones)  
Agenda for the July 15, 2021 Special Board Meeting.  
  
Regional Water Authority Executive Committee (General Manager York)  
None.
- b. Sacramento Groundwater Authority (Director Wichert)  
Agenda for the August 12, 2021 Board Meeting.
- c. Director Reports – AB 1234

### **Committee Reports**

19. a. Carmichael Water District/SSWD 2x2 Ad Hoc Committee (Director Locke)  
Agenda from the July 23, 2021 meeting.
- b. Finance and Audit Committee Meeting (Director Thomas)  
Draft notes from the August 2, 2021 meeting.
- c. Regulatory Compliance Committee Meeting (Director Wichert)  
Agenda from the August 11, 2021, meeting.

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

The Board and District staff may ask questions for clarification and make brief announcements and comments, and Board members may request staff to report back on a matter or direct staff to place a matter on a subsequent agenda.

**Closed Session (Closed Session Items are not opened to the public)**

- 20. Conference with legal counsel – potential litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(4); consideration of initiating litigation involving the State Water Resources Control Board’s proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.

**Adjournment**

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**Upcoming Meetings**

Tuesday, August 24, 2021, at 3:30 p.m., CWD/SSWD 2x2 Ad Hoc Committee Meeting  
Monday, September 20, 2021, at 6:00 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the August 16, 2021, meeting of the Sacramento Suburban Water District Board of Directors was posted by August 9, 2021, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was freely available to the public.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District