

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue, Suite 100
Sacramento, California 95821

Monday, January 24, 2022
6:00 p.m.

In accordance with the California Department of Public Health’s and the Governor’s Executive Orders, the District’s boardroom is closed and this meeting will take place solely by videoconference and teleconference. The public is invited to listen, observe, and provide comments during the meeting by either method provided below. The Board President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.

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/89649311407?pwd=WDVKSVp3R2lmeFlkZFZFYjZfb1VsUT09>

Meeting ID: 896 4931 1407

Password: 980540

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 December 20, 2021, Regular Board Meeting
Recommendation: Approve subject minutes.
2. Minutes of the December 20, 2021, Special Board Meeting
Recommendation: Approve subject minutes.
3. Minutes of the December 29, 2021, Special Board Meeting
Recommendation: Approve subject minutes.
4. Minutes of the January 5, 2022, Special Board Meeting
Recommendation: Approve subject minutes.
5. Minutes of the January 10, 2022, Special Board Meeting
Recommendation: Approve subject minutes.
6. Treasurer's Report
Recommendation: Approve the items in the report as recommended.
7. Policy Review - Capital Asset Policy (PL - Fin 002)
Recommendation: Approve subject policy with changes.

8. Resolution No. 22-02 Honoring Michelle Hirt on Her Retirement
Recommendation: Adopt subject Resolution.
9. Resolution No. 22-03 Terminating the Temporary Suspension of Portions of Regulations 5 and 6 in Response to COVID 19 Pandemic
Recommendation: Adopt subject resolution, and authorize the General Manager to develop payment arrangement procedures allowing up to 24 month extensions.
10. Resolution No. 22-04 – Adopting a Records Management Policy Updating the Current Records Inspection, Retention, and Disposal Policy (PL – Adm 002)
Recommendation: Adopt subject resolution, approve the Policy name change, and approve the policy with changes.
11. 2021 Budget Transfers
Recommendation: Accept the Budget Transfer listing for the period January 1, 2021 to December 31, 2021.

Items for Discussion and/or Action

12. General Manager Employment Agreement
Recommendation: Consider approving revisions to the current General Manager's Employment Agreement.
13. High Traffic Valve Preventive Maintenance
Recommendation: Receive presentation that provides information related to the completion of the 2021 High Traffic Valve Preventive Maintenance project, and the continuation of the project in 2022.
14. Liaison Appointments for 2022
Recommendation: The Board President will consider liaison appointments for 2022.

General Manager's Report

15. General Manager's Report
 - a. Grant of Easement and Right of Way
 - b. Emergency Groundwater Delivery to the City of Sacramento

Department/Staff Reports

16. Financial Report
 - a. COVID-19 Financial Update

- b. Financial Highlights
 - c. Budgets
 - d. Information Required by LOC Agreement
17. District Activity Report
18. Engineering Report
- a. Major Capital Improvement Program (CIP) Projects
 - b. Planning Documents
 - c. Other

Information Items

19. ACWA/JPIA H.R. LaBounty Safety Awards
20. Upcoming Water Industry Events
21. Upcoming Policy Review
- a. Debt Management Policy (PL – Fin 011)
 - b. Reasonable Accommodation and Interactive Process Policy (PL – HR 014)
 - c. Disconnection of Residential Water Service Policy (PL – CS 001)
 - d. Rules for Proceedings of the Board of Directors (PL - BOD 002)

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

22. a. Regional Water Authority (Director Jones)
Agenda for the January 13, 2022, Regular and January 18, 2022, Special Board Meetings.
- Regional Water Authority Executive Committee (General Manager York)
None.
- b. Sacramento Groundwater Authority (Director Wichert)
Agenda for the January 6, 2022 Special Board Meeting.

c. Director Reports – AB 1234

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)

- 23. Conference with real property negotiator involving the purchase, sale, lease or exchange of APN 229-0362-018, Sacramento, CA. Dan York, District negotiator, will negotiate with Anthony Caruso. Instructions to the negotiator(s) may include price, terms of payment, or both. (See Government Code sections 54954.5(b) and 54956.8.)

Adjournment

Upcoming Meetings

Monday, February 28, 2022, at 6:00 p.m., Regular Board Meeting

I certify that the foregoing agenda for the January 24, 2022, meeting of the Sacramento Suburban Water District Board of Directors was posted by January 14, 2022, 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.

Dan York
 General Manager/Secretary
 Sacramento Suburban Water District