

# **Agenda**

## **Sacramento Suburban Water District Financing Corporation Annual Board Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, January 24, 2022  
5:45 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 notify 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 June 21, 2021 Financing Corporation Meeting  
*Recommendation: Approve subject minutes.*

**Items for Discussion and Action**

2. Appointment of Officers for 2022  
*Recommendation: Consider appointment of Officers for 2022.*
3. Chief Financial Officer’s Report  
*Recommendation: Receive written report and direct staff as appropriate.*

**Adjournment**

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**Upcoming Meetings**

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

Financing Corporation Annual Board Meeting Agenda

January 24, 2022

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I certify that the foregoing agenda for the January 24, 2022 meeting of the Sacramento Suburban Water District Financing Corporation Annual Board meeting was posted by January 20, 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.

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Daniel York  
President  
Sacramento Suburban Water District  
Financing Corporation



## **Agenda Item: 1**

**Date:** January 24, 2022

**Subject:** Minutes of the June 21, 2021, Financing Corporation Board Meeting

**Staff Contact:** Dan York, General Manager

**Recommended Board Action:**

Approve the draft minutes of the June 21, 2021, Special Board Meeting.

**Attachment:**

1 – Draft Minutes

# Minutes

## Sacramento Suburban Water District Financing Corporation Board Meeting Monday, June 21, 2021

### Location:

Video and Audio Conference Only at 1-669-900-6833, or Zoom at Meeting Id #874 9444 3673

### Call to Order – Videoconference/Audioconference Meeting

President Wichert called the meeting to order at 5:47 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, Heather Hernandez-Fort, Jeff Ott, Matt Underwood, and Susan Schinnerer.

Public Present: William Eubanks.

### 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.

### Public Comment

None.

### Consent Items

1. **Minutes of the January 25, 2021 Financing Corporation Meeting**  
Director Jones moved to approve the Consent Item; Director Locke seconded. The motion passed by unanimous vote.

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

### Items for Discussion and Action

2. **Appointment of Officers for 2021**  
GM York presented the staff report.

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

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

**Adjournment**

President Wichert adjourned the meeting at 5:50 p.m.

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Heather Hernandez-Fort  
Secretary, Sacramento Suburban Water District  
Financing Corporation

DRAFT

# Sacramento Suburban Water District Financing Corporation

## Agenda Item: 2

**Date:** January 24, 2022

**Subject:** Appointment of Officers for 2022

**Staff Contact:** Jeffery S. Ott, SSWD Financing Corporation Chief Financial Officer

**Recommended Board Action:**

Appoint individuals to the office of President, Vice President, Secretary, Chief Financial Officer and Legal Counsel as the Board determines.

**Discussion:**

At the June 21, 2021 meeting of the Sacramento Suburban Water District Financing Corporation (Corporation), the following individuals were appointed as officers of the Corporation:

President:	Daniel R. York
Vice President:	Matthew T. Underwood
Secretary:	Heather A. Hernandez-Fort
Chief Financial Officer:	Jeffery S. Ott
Legal Counsel:	The firm of Bartkiewicz, Kronick & Shanahan, with Joshua Horowitz as legal counsel

Staff recommends the appointment of the following individuals of Sacramento Suburban Water District (District) as officers of the Corporation for 2022:

<u>Corporation Position:</u>	<u>Filled by District Staff Position:</u>	<u>Presently Held by:</u>
President	General Manager	Daniel R. York
Vice President	Assistant General Manager	Matthew T. Underwood
Secretary	Executive Assistant to the GM	Heather A. Hernandez-Fort
Chief Financial Officer	Director of Finance and Administration	Jeffery S. Ott
Legal Counsel	Legal Counsel	Joshua M. Horowitz; Bartkiewicz, Kronick & Shanahan

As opposed to Directors, staff members are appointed to these positions for convenience and efficiency in operating the Corporation. The appointees proposed for the respective positions are the current employees of the District who hold the positions of General Manager, Assistant General Manager, Director of Finance and Administration and Executive Assistant to the General Manager.

Appointment of Officers for 2022

January 24, 2022

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It is recommended that Joshua Horowitz be reconfirmed as the counsel of record from the firm of Bartkiewicz, Kronick & Shanahan.

The Corporation Bylaws state that officers are chosen annually.

**Fiscal Impact:**

None.



# Sacramento Suburban Water District Financing Corporation

## Agenda Item: 3

**Date:** January 24, 2022

**Subject:** Chief Financial Officer's Report

**Staff Contact:** Jeffery S. Ott, SSWD Financing Corporation Chief Financial Officer

**Discussion:**

During 2021, the Sacramento Suburban Water District (District) issued no new debt. As of December 31, 2021, one COP, in the aggregate amount of \$42,000,000, facilitated by the Financing Corporation on behalf of the District, is outstanding. See 2021 Summary of Financing Activity attached.

The Financing Corporation has no revenues or expenses to report for 2021.

**Fiscal Impact:**

None

**Attachments:**

1. 2021 Summary of Financing Activity

Sacramento Suburban Water District Financing Corporation  
Summary of Financing Activity  
January 1, 2021 Through December 31, 2021

**SSWD DEBT FACILITATED BY SSWDFC**

2009A Certificates of Participation (VRDO)  
Issued on June 30, 2009  
Principal \$42,000,000

Payments:

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Outstanding Principal</u>	<u>Comments</u>
Weekly		Variable Rate		42,000,000.00	

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