

Agenda
Sacramento Suburban Water District
Regular Board Meeting

3701 Marconi Avenue, Suite 100
Sacramento, California 95821

Monday, October 17, 2022
6:00 p.m.

This meeting will be conducted 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/83050753416?pwd=djFjU0ppVVZOTVo4UDZZbUczKzFmUT09>

Meeting ID: 830 5075 3416

Password: 958284

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. AB 361 Findings to Continue Permitting Director Remote Participation in Board Meetings
Recommendation: Consider finding by a majority vote under Gov. Code § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held in part by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).
2. Minutes of the September 19, 2022, Regular Board Meeting
Recommendation: Approve subject minutes.
3. Minutes of the September 26, 2022, Special Board Meeting
Recommendation: Approve subject minutes.
4. Minutes of the October 5, 2022, Special Board Workshop
Recommendation: Approve subject minutes.

5. Treasurer's Report
Recommendation: Approve the items in the report as recommended.
6. Policy Review – Procurement Policy (PL – Fin 005)
Recommendation: Ratify subject policy without changes.
7. Policy Review – Driver Record and Insurance Review Policy (PL – HR 006)
Recommendation: Approve subject policy with changes.
8. Policy Review – Lease and Subscription-Based Information Technology Arrangements Accounting Policy (PL – Fin 015)
Recommendation: Adopt the new Board Policy.
9. Resolution No. 22-12 Honoring Robert J. Swartz, PG, CHG, On His Retirement
Recommendation: Adopt subject resolution.
10. 2022 Audit Engagement Letter and Task Order 3
Recommendation: Approve 2022 Audit Engagement Letter and Task Order 3, with Maze & Associates Accountancy Corporation, and grant authorization for the Audit Committee Chair to execute the Engagement Letter and Task Order 3, as recommended by the Committee at the October 10, 2022, Committee meeting.

Items for Discussion and/or Action

11. Calendar Year 2023 Budget
Recommendation: Staff are recommending the Board to take the following actions: Adopt the Calendar Year 2023 Budget as presented; Adopt the multi-year project budgets and spending schedule as presented; Adopt implementation of the planned 3.0% rate increase as approved by the Board at the October 16, 2019 Rate Hearing effective January 1, 2023; and Approve the attached salary band schedule for 2023.
12. Heat Response by District
Recommendation: None, information only.
13. Committee and Liaison Appointments
Recommendation: The Board President will consider assigning Board member committee and liaison appointments for 2022.

General Manager's Report

14. General Manager's Report
 - a. Collaboration Efforts in North Service Area

Department/Staff Reports

15. Financial Report
 - a. Financial Highlights
 - b. Financial Statements
 - c. Budgets
16. District Activity Report
17. Engineering Report
 - a. Major Capital Improvement Program Projects
 - b. Active Wells
 - c. Planning Documents
 - d. Other Projects

Information Items

18. Regional Water Authority Membership
19. 2021 Water Loss Audit
20. Water Conservation Legislation Update
21. Mount Auburn Court Water Main Leak
22. Well Pump Efficiency Testing Annual Report
23. Water System Sanitary and Compliance Inspection
24. Environmental Review for Watt Avenue Main Extension Project
25. Upcoming Water Industry Events
26. Upcoming Policy Review
 - a. Employment Rules and Procedures Policy (PL - HR 001)

- b. Ethics Policy (PL – BOD 004)

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

- 27. a. Regional Water Authority (Director Jones)
Agenda for the September 29, 2022 meeting.

Regional Water Authority Executive Committee (General Manager York)
Agenda for the September 28, 2022 meeting.
- b. Sacramento Groundwater Authority (Director Wichert)
Agenda for the October 13, 2022 meeting.
- c. Director Reports – AB 1234

Committee Reports

- 28. a. DPMWD/SSWD 2x2 Committee Meeting (Director Wichert)
Draft Minutes from the September 20, 2022 meeting.
- b. Audit Committee Meeting (Director Thomas)
Draft Minutes from the October 10, 2022 meeting.
- c. DPMWD/SSWD 2x2 Committee Meeting – Facilities Tour (Director Wichert)
Draft Minutes from the October 11, 2022 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.

Adjournment

Upcoming Meetings

- Tuesday, October 18, 2022 at 2:00 p.m., DPMWD/SSWD 2x2 Committee Meeting
- Monday, November 21, 2022 at 6:00 p.m., Regular Board Meeting

SSWD Regular Board Meeting Agenda

October 17, 2022

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I certify that the foregoing agenda for the October 17, 2022, meeting of the Sacramento Suburban Water District Board of Directors was posted by October 12, 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