

## **Minutes**

Sacramento Suburban Water District  
**Regular Board Meeting**  
Monday, November 21, 2022

### **Location:**

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, Audio Conference at 1-669-900-6833,  
and Video Conference using Zoom at Meeting Id #824 4353 1689

### **Call to Order**

Vice President Jones (Director Jones) called the meeting to order at 6:00 p.m.

### **Pledge of Allegiance**

Director Jones led the Pledge of Allegiance.

### **Roll Call**

Directors Present: Jay Boatwright, Dave Jones, Kevin Thomas, and Robert Wichert.

Directors Absent: Craig Locke.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, David Armand, and Julie Nemitz.

Public Present: William Eubanks, Melanie Greco, Mike Luken, and Molly DenBoer Stuart.

### **Announcements**

Director Jones announced that President Locke was not present at that evening's meeting.

General Manager Dan York (GM York) announced:

- 2023 Calendar Magnets were available for Directors and public.
- Happy Thanksgiving to all.

### **Public Comment**

None.

### **Consent Items**

1. **AB 361 Findings to Continue Permitting Director Remote Participation in Board Meetings**
2. **Minutes of the October 17, 2022, Regular Board Meeting**

3. **Minutes of the November 9, 2022, Special Board Meeting**
4. **Treasurer’s Report**
5. **Policy Review – Employment Rules and Procedures Policy (PL - HR 001)**
6. **Policy Review – Ethics Policy (PL – BOD 004)**

Director Jones requested to pull Items 1, 3, and 4 for discussion.

Director Thomas moved to approve Items 2, 5, and 6; Director Boatwright seconded. The motion passed by unanimous vote.

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

Regarding Item 1, William Eubanks (Mr. Eubanks) requested for Directors to not be allowed to join meetings remotely unless they have a stable and well established internet connection.

Director Wichert moved to approve Item 1; Director Thomas seconded. The motion passed by unanimous vote.

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

Regarding Item 4, Mr. Eubanks asked clarifying questions on the Treasurer’s Report, and additionally requested for some of the terminology in the report to be made more clear and transparent for the public.

Jeff Ott (Mr. Ott) expressed staff would review and attempt to make the terms more clear.

Director Thomas moved to approve Item 4; Director Boatwright seconded. The motion passed by unanimous vote.

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

Regarding Item 3, Director Wichert inquired where the list was that the Board generated at the meeting.

GM York reviewed the draft Minutes of the November 9, 2022 Special Board meeting and pointed out where the Board provided the comments and questions that Director

Wichert was inquiring about. He additionally expressed that he provided the list to Carmichael Water District as well.

Director Wichert moved to approve Item 3; Director Thomas seconded. The motion passed by unanimous vote.

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

**Items for Discussion and/or Action**

7. **Resolution No. 22-13 Amending Regulation No. 15 – Water Conservation, of the Regulations Governing Water Service**

Mr. Ott presented the staff report and answered clarifying questions.

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

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

8. **Rating Downgrade of a District Investment**

Mr. Ott presented the staff report and answered clarifying questions.

Melanie Greco inquired what the original amount of the CD was.

Mr. Ott clarified the amount.

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

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

9. **Regional Water Authority Membership**

GM York presented the staff report and answered clarifying questions.

Director Wichert requested clarification on the Executive Director’s (ED) compensation and expressed he was not in support of continuing the RWA membership.

GM York provided the answers to Director Wichert’s questions, expressed that the Executive Director would be initiating a compensation study for the ED position by December of 2023, and expressed he would keep the Board apprised of any changes.

## **General Manager's Report**

### **10. General Manager's Report**

GM York presented the staff report.

- a. *Sacramento County Water Agency - Emergency Assistance*  
A written report was provided.
- b. *Hinkle Reservoir Liner and Cover Replacement Project Update*  
A written report was provided.

Mr. Eubanks asked clarifying questions.

Assistant General Manager Matt Underwood (AGM Underwood) answered the questions and explained how the Hinkle Reservoir project will proceed.

- c. *Del Paso Manor Water District Combination Discussion Update*  
A written report was provided.

## **Department/Staff Reports**

### **11. Financial Report**

Mr. Ott presented the staff report.

- a. *Financial Highlights*  
A written report was provided.
- b. *Financial Statements*  
A written report was provided.
- c. *Budgets*  
A written report was provided.

### **12. District Activity Report**

AGM Underwood presented the staff report and answered clarifying questions.

### **13. Engineering Report**

Dana Dean (Mr. Dean) presented the staff report.

Director Wichert inquired on the status of the projects in the Engineering Report.

AGM Underwood provided additional clarification to the staff report.

- a. *Major Capital Improvement Program Projects*  
A written report was provided.

- b. *Active Wells*  
A written report was provided.
- c. *Planning Documents*  
A written report was provided.
- d. *Other Projects*  
A written report was provided.

**Information Items**

- 14. **Perfluorohexane Sulfonic Acid Notification and Response Level Exceedances**  
David Armand presented the staff report and answered clarifying questions.
- 15. **Regulations Governing Water Service, Regulation 3 – Fees and Charges and Wholesale Rates Study**  
Mr. Ott presented the staff report.
- 16. **Upcoming Water Industry Events**  
A written report was provided.
- 17. **Upcoming Policy Review**  
A written report was provided.
  - a. Claims Processing Policy (PL - Adm 007)
  - b. Investment Policy (PL – Fin 003)

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

- 18. a. Regional Water Authority (Director Wichert)  
The agenda for the November 10, 2022 meeting was provided.  
  
Regional Water Authority Executive Committee (General Manager York)  
The agenda for the October 26, 2022 meeting was provided.
- b. Sacramento Groundwater Authority (Director Wichert)  
None.
- c. Director Reports – AB 1234  
Director Jones provided an oral report of the meeting he had with GM York on September 14, 2022.

Director Thomas provided an oral report of the Del Paso Manor Water District Board Meeting he attended on September 6, 2022; the Discussion on Surface/Groundwater meeting he attended on September 8, 2022; the Water Board

meeting he attended on September 9, 2022; the meeting with the General Manager he had on September 14, 2022; the AeroJet CAG meeting he attended on September 21, 2022; the RWA Executive Committee Meeting he attended on September 28, 2022; the RWA Board Meeting he attended on September 29, 2022; the DPMWD Board Meeting he attended on October 3, 2022; The Open House event he attended on October 6, 2022; the Webinar, “Looking Back and Forward, 2021 Water Review”he attended on October 7, 2022; the meeting he had with President Locke on October 11, 2022; the meeting he had with GM York on October 12, 2022; and the Water Bank Webinar he attended on October 26, 2022.

### **Committee Reports**

19. a. Carmichael Water District/SSWD 2x2 Meeting (Director Locke)  
The Draft Minutes from the October 13, 2022, meeting were provided.
- b. Del Paso Manor Water District/SSWD 2x2 Meeting (Director Wichert)  
The Draft Minutes from the October 18, 2022, meeting were provided.

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

None.

### **Adjournment**

Director Jones adjourned the meeting at 7:47 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District