

Minutes

Sacramento Suburban Water District Regular Board Meeting Monday, December 19, 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 #853 2518 8382

Call to Order

President Locke called the meeting to order at 6:00 p.m.

Pledge of Allegiance

President Locke led the Pledge of Allegiance.

Swearing in Newly Elected Directors

District General Manager/Secretary Dan York (GM York) administered the Oath of Office to Jay Boatwright, Robert Wichert, Craig Locke, and Kevin Thomas.

Roll Call

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

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Julie Nemitz, Mark Taylor, Jim Arenz, Jeff Ott, and Todd Artrip.

Public Present: William Eubanks, Paula Arenz, Danielle Arenz, Legal Counsel Josh Horowitz, and Christine Kohn.

Election of District Officers

1. Election of District Officers

President Locke presented the item.

Director Jones expressed he was not interested in becoming President for the 2023 term, and further nominated Director Boatwright for President; Director Wichert seconded. The motion passed by unanimous vote.

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

Director Wichert nominated Director Thomas for Vice President; Director Locke seconded. The motion passed by unanimous vote.

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

Announcements

GM York announced:

- Josh Horowitz, District Legal Counsel was attending the meeting virtually,
- A reminder that the January and February 2023 regular Board meetings were to be held on the fourth Monday of each of those months due to holidays,
- And, Happy Holidays to all.

Public Comment

None.

Consent Items

2. **AB 361 Findings to Continue Permitting Director Remote Participation in Board Meetings**
3. **Minutes of the November 21, 2022, Regular Board Meeting**
4. **Treasurer’s Report**
5. **Policy Review – Claims Processing Policy (PL - Adm 007)**
6. **Policy Review – Investment Policy (PL – Fin 003)**
7. **Policy Review – Capital Improvement Program Policy (PL – Eng 003)**
8. **General Manager and Director Out of State Travel Request**

Regarding Item 4, William Eubanks (Mr. Eubanks) asked clarifying questions, which were answered by staff and the Board.

Director Jones requested to pull Item 7.

Director Thomas moved to approve all Consent Items, except Item 7; Director Locke seconded. The motion passed by unanimous vote.

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

Regarding Item 7, Director Jones expressed he felt that some of the language would be better fit in a procedure, noting that he would like the Policy to be brought back next month after further review.

Director Wichert disagreed, noting he felt the Policy was appropriate as written as it incorporated good practices for project management.

Director Wichert moved to approve the staff recommendation.

Director Jones expressed he felt the Policy should be reviewed sooner than 2 years.

Director Thomas seconded the motion, with the recommendation to modify, so that the Policy would come back for review in 6 months.

Director Wichert recommended the Policy come back for review in a year.

Director Thomas seconded the motion, with the amendment of reviewing the Policy in one year.

The motion passed by 4/1 vote; Director Jones opposed.

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

Items for Discussion and/or Action

9. Resolution No. 22-14 Honoring James Arenz On His Retirement

GM York presented the staff report

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

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

GM York presented a ceremonial resolution to Jim Arenz (Mr. Arenz).

Mr. Arenz expressed his gratitude and appreciation for the staff and stated it was an honor to serve the public and District, noting the District was a great place to work.

Director Jones noted that it was a pleasure working with Mr. Arenz, as he was a great boss and always fun to work with.

Assistant General Manager Matt Underwood (AGM Underwood) expressed that Mr. Arenz was very well liked and respected throughout the District, and expressed how much he appreciated his efforts over the years, noting he would be missed.

GM York commended Mr. Arenz for the years of dedication to the District and wished him the best.

10. State of the District 2022

GM York presented the staff report, PowerPoint presentation, and answered clarifying questions.

Mr. Eubanks recommended staff place the State of the District on the District’s website. The Directors concurred with Mr. Eubanks recommendation.

11. Memorandum of Understanding with Del Paso Manor Water District for a Communications Plan for Public Outreach on the Combination Discussions

GM York presented the staff report.

Director Wichert expressed that there was a lot of discussion at the last 2x2 Committee meeting about communication, and what the next steps would be, and that it concluded with noting that the messaging should be consistent from both agencies. He expressed that he endorsed the staff recommendation, and moved to approve it.

Director Locke expressed he wanted to be sure the District was not involved in any of their Proposition 218 process communication, and wanted to be sure it was being billed separately.

GM York concurred with Director Locke, expressing their Proposition 218 process would be separate.

Director Locke seconded. The motion passed by unanimous vote.

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

12. Disconnections for Delinquency

Julie Nemitz (Ms. Nemitz) presented the staff report and answered clarifying questions.

Mr. Eubanks asked clarifying questions and supported the staff recommendation.

Ms. Nemitz answered clarifying questions.

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

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

13. **Committee and Liaison Appointments for 2023**

President Boatwright presented the staff report, noting he would like to speak with the Directors individually on their interests on committees. He tabled the item and requested to move it to the January regular Board meeting.

Mr. Eubanks recommended that Director Thomas not be on the Audit Committee again.

General Manager’s Report

14. **General Manager’s Report**

GM York presented the staff report.

a. *Loehman’s Plaza Fire Loop*

GM York presented the staff report and answered clarifying questions.

Director Wichert noted he was not interested in this, as he wanted the District to be compensated if the District was to take on additional responsibility of an aged infrastructure.

Mr. Eubanks withdrew his comment.

b. *Municipal Services Review Update*

GM York presented the staff report.

Department/Staff Reports

15. **Financial Report**

Mr. Ott presented the staff report.

Mr. Eubanks asked clarifying questions on the budget.

a. *Financial Statement Highlights*

A written report was provided.

b. *Budgets*

A written report was provided.

16. **District Activity Report**

Todd Artrip (Mr. Artrip) presented the staff report and answered clarifying questions.

Director Wichert inquired where staff was on the meters replaced, and inquired about the 0's listed in the PM program schedule.

President Boatwright inquired if staff felt confident with completing the remaining unfinished PM tasks.

Mr. Artrip expressed staff felt pretty confident they would have the tasks completed or be very close to completion, and he additionally described how the work order system worked.

17. **Engineering Report**

AGM Underwood presented the staff report and answered clarifying questions.

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

18. **ACWA/JPIA President's Special Recognition Award**

Mr. Artrip presented the staff report.

19. **Association of California Water Agencies/Joint Powers Insurance Authority H.R. LaBounty Safety Award**

Mr. Artrip presented the staff report.

20. **Sacramento County Local Agency Formation Commission Annexation Proposal for a Development Project**

AGM Underwood presented the staff report.

21. **Upcoming Water Industry Events**

A written report was provided.

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

22. a. Regional Water Authority (Director Wichert)
None.

Regional Water Authority Executive Committee (GM York)
The Agenda for the December 14, 2022 meeting was provided.

- b. Sacramento Groundwater Authority (Director Wichert)
The Agenda for the December 8, 2022 meeting was provided.

- c. Director Reports – AB 1234

Director Jones provided an oral report on the AWWA Conference that he attended on October 19, 2022; and the meetings he had with the General Manager on November 8, 18, and 28, 2022.

Director Thomas provided an oral report on the DPMWD Board Meeting he attended on November 7, 2022; the AeroJet CAG Meeting he attended on November 16, 2022; and the ACWA Conference he attended November 28 through December 1, 2022.

Directors' Locke and Boatwright provided written reports of their meetings attended.

Committee Reports

23. a. DPMWD/SSWD 2x2 Meeting (Director Wichert)
The Agenda from the December 6, 2022 meeting was provided.

Director Wichert provided an oral report of the meeting.

Director's Comments/Staff Statements and Requests

Mr. Eubanks expressed Director Boatwright might be the first Board President with the least amount of time on the Board. He further commended the Board and staff for an outstanding job over the years.

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

The Board convened in Closed Session at 7:51 p.m. to discuss the following:

24. Public Employee Performance Evaluation Involving the General Manager Under Government Code Section 54954.5(e) and 54957.

Return to Open Session

The Board convened in Open Session at 8:11 p.m. There was no reportable action.

Adjournment

President Boatwright adjourned the meeting at 8:12 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District