

## **Minutes**

Sacramento Suburban Water District  
**Regular Board Meeting**  
Monday, January 23, 2023

### **Location:**

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, Audio Conference at 1-669-900-6833,  
and Video Conference using Zoom at Meeting Id #851 0177 6102

### **Call to Order**

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

### **Pledge of Allegiance**

President Boatwright led the Pledge of Allegiance.

### **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, Jeff Ott, Dana Dean, Todd Artrip, Ann Bradford, Julie Nemitz, and Lynn Pham.

Public Present: District Legal Counsel Josh Horowitz, William Eubanks, Gwen Pratt, and Kyler Rayden.

### **Announcements**

General Manager Dan York (GM York) announced:

- Requested to pull Item 4, as the staff recommendation was to approve the MSR contract, however, GM York noted, LAFCo would be coordinating the contract, and that the District would pay the invoice at the conclusion of the report. GM York expressed he would bring the MSR Item back to the February regular Board meeting with an updated recommendation.

### **Public Comment**

None.

### **Consent Items**

1. **AB 361 Findings to Continue Permitting Director Remote Participation in Board Meetings**
2. **Minutes of the December 19, 2022, Regular Board Meeting**

- 3. **Treasurer’s Report**
- 4. **Municipal Services Review**

William Eubanks (Mr. Eubanks) requested to speak on Item 3. He asked clarifying questions on the Treasurers Report.

Director Thomas requested to pull Item 3 for discussion.

Director Thomas moved to approve Items 1 and 2; Director Locke seconded. The motion passed by unanimous vote.

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

Regarding Item 3, Director Thomas asked clarifying questions.

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

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

**Items for Discussion and/or Action**

- 5. **Carmichael Water District and Sacramento Suburban Water District Combination Discussions – A Business Case for a Potential Combination**

GM York presented the staff report.

Mr. Eubanks expressed he was not pleased with the Raftelis report, noting he didn’t feel it addressed the impact to the customers of the District.

Director Wichert expressed he was not very pleased with the Raftelis report either, noting he was not interested in funding anything further to Raftelis for the report. He expressed the errors in the report should be fixed at no cost.

Director Locke expressed he was not very happy with the tables in the report or the executive summary, but that he felt Raftelis did the job they were hired to do, which was to identify if there were any fatal flaws. He was in favor of correcting any errors in the document, and expressed he would support spending a little more, if it meant having a higher quality report.

Director Jones echoed Director Locke’s viewpoint of the report.

GM York expressed that there were 19 pages of Director comments/questions on the Raftelis report, noting the intent of the report was to identify any fatal flaws. He noted that he would request for Raftelis to review the comments and correct any errors in the report, but that any additional comments or questions would be addressed later in further analysis. He recommended to bring the item back to the CWD/SSWD 2x2 Committee.

Director Wichert was in favor of sending the report back to the 2x2 Committee for improvement.

President Boatwright expressed he was hesitant to support spending more money until Raftelis fixed the corrections.

Director Thomas noted there was money already vested in the report, and was in favor of providing another \$10,000 to get a quality product.

Director Locke agreed with Director Thomas, further commenting that the next phase would get further into the details.

Director Wichert moved to table the item, and bring it back to the 2x2 Committee for improvement, providing a presentation at the Regular Board meeting following the 2x2 Committee meeting; Director Jones seconded.

Director Locke noted that if the report went back to the 2x2 Committee, it would delay the process.

Director Jones inquired if the questions from the report could be incorporated into a phase 2 report.

Director Locke agreed, reiterating that this report was to identify if there were any fatal flaws.

Director Wichert expressed that the 2x2 could look into that.

The motion failed on a 3/2 vote, Directors' Locke, Thomas and Boatwright opposed.

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

Director Locke moved to authorize the 2x2 Committee, in conjunction with CWD at the meeting, to provide the contract augmentation as requested, or to come up with another course of action that would be brought back to the February Regular Board meeting.

Mr. Eubanks expressed he was not in support of spending any more money on the report, and asked how much more his water bill would be if the combination were to go through.

President Boatwright asked for the 2x2 Committee to consider Mr. Eubanks question.

Director Thomas seconded the motion.

President Boatwright commented that he wanted to be sure Raftelis addressed any errors or corrections in the report before any more money was spent, and expressed he supported any additional funds following those corrections.

Director Wichert expressed he would support the motion, if the 2x2 Committee agreed to use staff input.

Director Locke amended his motion to include, “with staff input.” Director Thomas approved the amendment.

The motion passed by unanimous vote.

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

6. **Carmichael Water District and Sacramento Suburban Water District Combination Discussion – Next Steps**

GM York presented the staff report.

Mr. Eubanks withdrew his comment.

Director Thomas moved to approve the staff recommendation; Director Locke seconded.

Director Locke requested for staff to look at the draft Scope of Work to incorporate any staff comments.

President Boatwright commented that he believed CWD was interested in adding to the list as well.

GM York expressed he would be sure that District staff and CWD staff had an opportunity to provide input on the list.

The motion passed by unanimous vote.

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

7. **Memorandum of Understanding with Carmichael Water District for a Communications Plan for Public Outreach on the Combination Discussions**  
GM York presented the staff report.

Director Thomas requested a list of what outreach has already been done for the next meeting.

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

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

8. **Policy Review – Capital Asset Policy (PL - Fin 002)**

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

Director Wichert moved to approve the staff recommendation, with the request to keep the section of the sentence in section 200.70 of the Policy that stated “at least annually,” noting it was suggested to be removed and replaced with “periodically.”

Mr. Ott expressed that it takes a tremendous effort for staff to do an inventory count on every single item in the District, every single year, notably the office fixtures and furniture.

GM York expressed staff follows the surplus guidelines, and expressed staff has a list of all of the items in the District.

Director Wichert moved to approve the policy with the amendment to change the word annually in the first sentence in section 200.70, and to additionally eliminate “office furniture and fixtures.” Director Locke seconded. The motion passed by unanimous vote.

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

9. **2023 Committee and Liaison Assignments**

GM York presented the staff report.

President Boatwright pointed out that the District’s records did not reflect what the ACWA records were indicating. He expressed that ACWA appoints their committees in June each year, and noted that as we get closer to their appointment renewal time, staff could send out a list of ACWA committees for the Board members to consider.

President Boatwright additionally expressed that the attachment to the staff report were the appointments he’s made for 2023.

- 10. **Nominate Director Jay Boatwright for the Sacramento Local Agency Formation Commission Special District Advisory Committee – Office B**  
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:			

**General Manager’s Report**

- 11. **General Manager’s Report**  
GM York presented the staff report.

- a. *Conjunctive Use Program*  
GM York presented the staff report.
- b. *Storm Update*  
GM York presented the staff report.

Director Wichert inquired about the SCADA failure.

Mr. Eubanks commended District staff for their response to the major weather event.

**Department/Staff Reports**

- 12. **Financial Report**  
Mr. Ott presented the staff report and answered clarifying questions.

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

13. **District Activity Report**

Todd Artrip presented the staff report and answered clarifying questions.

14. **Engineering Report**

Dana Dean 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**

15. **Upcoming Water Industry Meetings/Conferences**

A written report was provided.

16. **Upcoming Policy Review**

A written report was provided.

a. Debt Obligation Continuing Disclosure Policy (PL – Fin 013)

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

17. a. Regional Water Authority (Director Wichert)

The agendas for the Dec 16, 2022, and January 12, 2023, meetings were provided.

Regional Water Authority Executive Committee (General Manager York)

The agenda for the Dec 21, 2022, meeting was provided.

b. Sacramento Groundwater Authority (Director Thomas)

The agenda for the Dec 8, 2022, meeting was provided.

c. Director Reports – AB 1234

Director Jones provided an oral report on the RWA Social he attended on December 8, 2022; the meeting he had with the General Manager on December 14, 2022; and the meeting he had with Director Boatwright on December 28, 2022.

Director Thomas provided an oral report on the RWA Social he attended on December 8, 2022; the Del Paso Manor Water District Board Meeting he attended

on December 5, 2022; the LAFCo meeting that he attended on December 7, 2022; the meeting he had with the General Manager on December 16, 2022; and the meeting he had with Director Boatwright on December 29, 2022.

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

### **Committee Reports**

18. a. Carmichael Water District/SSWD 2x2 Committee Meeting  
The agenda from the December 21, 2022 meeting was provided.
- b. Del Paso Manor Water District/SSWD 2x2 Committee Meeting  
The agenda from the January 10, 2023 meeting was provided.

Gwen Pratt, Director from DPMWD, commented that the majority of the DPMWD Board were eager to participate in the communications plan.

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

None.

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

The Board convened in Closed Session at 7:49 p.m. to discuss the following:

19. 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 9:03 p.m. There was no reportable action.

### **Adjournment**

President Boatwright adjourned the meeting at 9:05 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District