



Minutes

Carmichael Water District/Sacramento Suburban Water District 2x2 Committee Meeting March 28, 2023

Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #817 2507 2547

Call to Order – Videoconference/Audioconference Meeting

CWD Director Jeff Nelson (Chair Nelson) called the meeting to order at 4:00 p.m.

SSWD Directors

Present: Dave Jones and Craig Locke.

SSWD Directors

Absent: None.

CWD Directors

Present: Mark Emmerson and Jeff Nelson.

CWD Directors

Absent: None.

SSWD Staff Present: General Manager Dan York (SSWD GM York), Assistant General Manager Matt Underwood, Jeff Ott, and Heather Hernandez-Fort.

CWD Staff Present: General Manager Cathy Lee (CWD GM Lee) and Debbie Martin.

Public Present: William Eubanks, Bruce Hartzell, Christine Kohn, Paul Helliker, and Jay Boatwright.

Announcements

Chair Nelson expressed he would like to present Item 6 before Item 5.

Public Comment

None.

Consent Items

1. **Minutes of the March 3, 2023, Carmichael Water District/Sacramento Suburban Water District 2x2 Committee Meeting**

SSWD Director Locke moved to approve the Consent Item; Chair Nelson seconded. The motion passed by unanimous vote.

AYES:	Emmerson, Jones, Locke, and Nelson.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

2. **Combination Discussions – Draft Outline Report**

SSWD GM York presented the staff report and overview of the Draft Outline Report.

SSWD GM York expressed that some Directors have requested to remove the consultant’s name from the report, and to just use the title of the report instead.

Chair Nelson requested to adjust the first sentence in the first paragraph of the Executive Summary in the Draft Outline Report, as the sentence read, “Further shed additional light,” as he suggested to either use further or additional, but not both.

Under Section 1 of the Draft Outline Report, Chair Nelson requested to include the Collaboration Study Report as well.

Under Section 3. A. ii. SSWD GM York expressed he would remove fluoride from the list.

CWD Director Emmerson requested to add Existing Governance to Section 3 under a. and b., including Governance composition and terms.

Chair Nelson requested for CWD GM Lee to include CWD’s ownership of the California Oregon Transmission Line into the report.

Chair Nelson requested to include a table showing surrounding water purveyors, such as other water districts, irrigation districts, etc.

The Committee requested to include a “Joint Board Meeting” column in the Draft Scope of Work.

William Eubanks (Mr. Eubanks) provided comments on the name of the combined agency.

The Committee commended staff on great progress on the Draft Outline Report.

3. **Water Rate Comparison Analysis**

Jeff Ott presented the staff report.

SSWD GM York expressed that the information presented would be placed in the Draft Outline Report.

4. **Combination Discussions – Communications Plan Update**

SSWD GM York presented the staff report.

Regarding Attachment 7, The Fact Sheet on Pros and Cons, in the middle of the second paragraph, where it stated, “and expansion to meet regional needs,” SSWD Director Locke was unsure what that meant.

CWD GM Lee expressed that the section was already removed in the redline version.

Regarding Attachment 7, in the first bullet after the title “Potential Advantages and Disadvantages,” it stated, “each organization has areas of strengths and weaknesses...” SSWD Director Locke expressed he did not like to use the phrase “strengths and weaknesses,” and suggested to use the word “expertise” instead.

Regarding Attachment 7, in the sixth bullet after the title “Potential Advantages and Disadvantages,” it states, “upward mobility for staff at a larger organization,” Chair Nelson requested to add, “will help us retain staff and attract a broader spectrum of candidates.”

Regarding Attachment 4, SSWD Director Locke pointed out that the most important Key Findings to the Directors should probably be listed first, noting that the order should mirror the one-page fact sheet.

Regarding Attachment 2, page 3, under the paragraph titled, “What happened after the report was accepted as complete by CWD and SSWD,” SSWD Director Locke pointed out the statement, “the CWD and SSWD Boards of Directors both reviewed the study and accepted the study as complete,” and felt that the study was not accepted as complete, but rather the Boards just accepted the report.

SSWD GM York expressed the plan was to bring the draft documents to the Joint Board meeting for potential approval.

Chair Nelson recommended ensuring “draft” was over each of the draft documents, including the Draft Scope and Draft Outline Reports.

6. **Consultant Services**

SSWD GM York presented the staff report.

Chair Nelson felt that the proposed \$30,000 was not enough and expressed that he wanted to be sure staff budgeted enough.

SSWD Director Locke suggested staff draft the scope of work and expressed to present it to the 2x2 Committee if there was enough time, otherwise, it was suggested to have the two Committee Chairs look at it.

Mr. Eubanks suggested to propose a higher budget amount with a “not to exceed” clause.

5. **Carmichael Water District and Sacramento Suburban Water District - Joint Board Meeting Agenda**

SSWD GM York presented the staff report and expressed all 10 Directors were available on April 10, 2023, at 6:00 p.m. for a Joint Board Meeting.

The Committee agreed to hold the Joint Board Meeting on April 10, 2023, at 6:00 p.m.

The Committee agreed to switch Items 4 and 5, as it made more sense for the Consultant Services item to come after the Continuation of Combination Discussions between CWD and SSWD vote item.

7. **Next Meeting of 2x2 Committee**

The Committee agreed to hold the next meeting on May 4, 2023, at 3:00 p.m.

8. **Public Comment**

None.

Adjournment

Chair Nelson adjourned the meeting at 5:09 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District