

## **Minutes**

### **Sacramento Suburban Water District Regular Board Meeting Monday, April 17, 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 #880 3676 6335

#### **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, and Kevin Thomas.

Directors Absent: Robert Wichert.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Julie Nemitz, Mitchell McCarthy, Hannah Dunrud, Greg Bundesen, Aaron Caudillo, Tommy Moulton, and Todd Artrip.

Public Present: William Eubanks and Paul Heliker.

#### **Announcements**

General Manager Dan York (GM York) announced:

- DPMWD/SSWD Joint Board Meeting has been scheduled for May 22, 2023, at 6:00 p.m., to be held at the Marconi Administration Building.
- The District received a check in the amount of \$1,790,198 for the 2022 Water Transfer. The funds were the result of 9,018 acre-feet of transferable water.

#### **Public Comment**

None.

#### **Consent Items**

1. **Minutes of the March 20, 2023, Regular Board Meeting**
2. **Treasurer's Report**
3. **Policy Review – Legislative Response Policy (PL – Adm 004)**

- 4. **Policy Review – Improvement Standards and Technical Specifications (PL – Eng 001)**
- 5. **Policy Review – Water Service Rates, Fees, and Charges Setting Policy (PL – Fin 009)**

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

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

**Items for Discussion and/or Action**

- 6. **2023 Water Conservation Stage Declaration**  
Greg Bundesen (Mr. Bundesen) presented the staff report and answered clarifying questions from the Board.

William Eubanks (Mr. Eubanks) asked additional clarifying questions.

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

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

- 7. **Distribution Main Asset Management Plan – Status Update**  
Dana Dean (Mr. Dean) presented the staff report and introduced Mitchell McCarthy (Mr. McCarthy), who continued presenting the staff report.

Mr. McCarthy answered several clarifying questions including considerations for condition assessments.

- 8. **Groundwater Banking Partnership Between Sacramento Suburban Water District and San Juan Water District**

Assistant General Manager Matt Underwood (AGM Underwood) presented the staff report.

Director Thomas expressed he was in favor of this project.

Director Locke echoed Director Thomas, noting staff just needed to figure out what option works best for the District and expressed he was in favor of the ASR wells.

GM York expressed he would work with San Juan Water District (SJWD) staff and would bring any updates to the Facilities and Operations Committee.

The Board directed staff to continue to examine options on this partnership.

9. **Potential Change to Board Policy Review Period**

GM York presented the staff report and expressed he could bring back a more detailed plan for Board consideration and discussion, if the Board was in favor of amending the review period. If so, staff would provide a more detailed process that would provide options for how often the Policies would be reviewed.

Director Locke expressed he was in favor of the two-year review period, but noted he understood extending the period further than two years for some of the Policies.

President Boatwright noted he was in favor of keeping a review period, but that he was open to amending the review period length.

GM York expressed staff would bring the item to a future meeting once the Policies have been thoroughly reviewed by staff and legal counsel, to determine which policies needed legal counsel review, and which could be reviewed by staff.

## **General Manager's Report**

10. **General Manager's Report**

GM York presented the staff report.

a. *American Water Works Association Competitions*

GM York presented the staff report.

Aaron Caudillo thanked the Board for the opportunity for staff to participate at the AWWA Conference and competitions, and noted he felt it was an honor to represent the District and bring home the first place trophy.

b. *Sacramento Metro Chamber Cap-to-Cap Trip*

GM York presented the staff report.

## **Department/Staff Reports**

11. **Financial Report**

Jeff Ott presented the staff report.

Mr. Eubanks asked clarifying questions.

a. *Summary*

A written report was provided.

b. *Draft - Financial Statements*  
A written report was provided.

c. *Draft – Financial Statement Highlights*  
A written report was provided.

d. *Budgets*  
A written report was provided.

12. **District Activity Report**  
Todd Artrip presented the staff report.

13. **Engineering Report**  
Mr. Dean presented the staff report and answered clarifying questions.

Mr. Dean pointed out that existing wells projects have been removed from the *Engineering Report* and beginning at this meeting, it will be contained in a new standing report, Item 14, the *Groundwater Well Status Report*.

Mr. Dean additionally pointed out that Phase 1 of the Q Street project has been canceled for this year, due to budget pressures from the new well projects. He noted that staff would reassess when to phase that project back in, and keep the Board apprised, likely at the time of budget preparation later this year.

Director Thomas inquired if there were any costs incurred with postponing the work with the contractor.

Mr. Dean answered that there were no direct costs incurred for postponing that phase, noting that if they do the project later, most likely it would cost more.

President Boatwright inquired if staff procured the materials for Phase 1 of the project.

Mr. Dean expressed that the materials were procured for Phase 1 and kept in a protected location.

President Boatwright clarified that just that phase was postponed.

Mr. Dean answered that yes, just Phase 1 was postponed and that next year there is no construction planned, just purchasing the materials for the remaining 2 phases.

Director Thomas inquired how many miles were involved in the Q Street project.

GM York answered that it was a little under 5 miles.

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

b. *Planning Documents*  
A written report was provided.

c. *Other Projects*  
A written report was provided.

14. **Groundwater Well Status Report**

AGM Underwood presented the staff report and introduced Tommy Moulton, who presented updates to several projects, and answered clarifying questions.

President Boatwright thanked staff for the presentation and expressed he was pleased with the progress.

**Information Items**

15. **Water Supply Solutions Act of 2023**

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

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

A written report was provided.

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

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

Regional Water Authority Executive Committee  
The agenda for the March 28, 2023, meeting was provided.

b. Sacramento Groundwater Authority (Director Boatwright)  
The agenda for the April 13, 2023, meeting was provided.

c. Director Reports – AB 1234

Director Thomas provided an oral report on the Del Paso Manor Water District Board meeting he attended on March 6, 2023; the EPA Webinar he attended on March 14, 2023; the AeroJet CAG meeting he attended on March 15, 2023; the meeting he had with the General Manager on March 16, 2023; the Water Seminar he attended on March 17, 2023; the SJWD Board meeting he attended on March 22, 2023; and the SJWD/Fair Oaks Water District 2x2 Water Storage meeting he attended on March 23, 2023.

Director Jones provided an oral report on the meeting he had with the General Manager on March 14, 2023; the ConExpo-Con/Agg he attended March 17 through 23, 2023; and the AWWA Spring Conference he attended April 3 through 5, 2023.

President Boatwright and Director Locke provided written reports of their meetings attended.

**Committee Reports**

- 18. a. Carmichael Water District/SSWD 2x2 Committee Meeting (Director Locke)  
The draft Minutes from the March 28, 2023, meeting were provided.

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

None.

**Adjournment**

President Boatwright adjourned the meeting at 7:22 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District