

# Minutes

## Sacramento Suburban Water District Regular Board Meeting December 18, 2023

### Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #823 8060 4397

### 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, Craig Locke, Dave Jones, Kevin Thomas, and Robert Wichert.

Directors Absent: None.

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

Public Present: Jennifer Harris and Kyler Rayden.

### Election of District Officers

#### 1. Election of District Officers

General Manager Dan York (GM York) introduced the Item.

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

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

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

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

**Announcements**

President Thomas announced that due to a Director needing to leave the meeting early, the Board would convene into Closed Session earlier than listed on the Agenda.

**Public Comment**

None.

**Consent Items**

2. **Draft Minutes of the November 20, 2023, Regular Board Meeting**
3. **Treasurer’s Report**
4. **General Manager Out of State Travel Request**
5. **Policy Review - Water Banking and Transfer Policy (PL - BOD 006)**
6. **Policy Review - Investment Policy (PL - Fin 003)**

Director Wichert requested to pull Items 5 and 6, and moved to approve the remaining Items. Director Locke seconded. The motion passed by unanimous vote.

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

Regarding Item 5, Director Wichert requested to table the Policy until further progress was made with the Sacramento Regional Water Bank through the Regional Water Authority.

Assistant General Manager Matt Underwood (AGM Underwood) clarified that the primary changes to the Policy were specific terms for clarity among other minor changes; and recommended to approve the changes, noting the Board could bring the Policy back anytime in the future for additional changes if needed.

Director Locke endorsed making the proposed changes to the Policy now, further agreeing that if additional changes were needed in the future, the Board could bring the Policy back. He moved to approve the Policy with the proposed changes.

Director Boatwright seconded the motion. The motion passed by unanimous vote.

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

Regarding Item 6, Director Wichert expressed concern over the supranational investments, given the current international policy status.

Jeff Ott (Mr. Ott) provided additional details.

Director Wichert moved to eliminate supernational from the Policy, but to leave the current investment that is in place.

The motion died for a lack of a second.

Director Locke inquired if there were any other investments that the Policy excluded the District from investing in.

Mr. Ott clarified that the Policy stated what the District can invest in, noting anything not on the list was not permitted.

Director Wichert moved to revise the Policy to clarify that the District would not enter into any supranational investments after December 18, 2023, noting they would leave the current supranational investment. President Thomas seconded. The motion passed by 3/2 vote, Directors Boatwright and Locke opposed.

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

Mr. Ott reminded the Board of the second recommended Board Action for this item, to affirm the Board of Directors’ desire to delegate its investment authority to the District Treasurer for a period of one year (Calendar Year 2024) pursuant to Government Code section 53607 and Investment Policy (PL – Fin 003).

The Board unanimously agreed with this recommendation.

The Board agreed to allow the change to the Policy to be made now, and that staff did not need to bring the item back.

**Items for Discussion and/or Action**

- 7. **Consider Conducting a Valuation of Kirby’s Pump & Mechanical, Inc.**  
AGM Underwood presented the staff report.

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. **CY2023 Operating and Capital Budget Amendments**

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

Director Wichert inquired about the amount of the request for CIP.

Dana Dean (Mr. Dean) responded that it was his opinion that Auburn Constructors was optimistic, and that he expected actual 2023 billings to be less than the staff’s requested increase.

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

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

9. **Committee and Liaison Appointments for 2024**

GM York presented the staff report.

President Thomas appointed the following appointments:

**Committees**

- Audit Committee..... Craig Locke, Chair  
..... Jay Boatwright
- Facilities and Operations Committee..... Dave Jones, Chair  
..... Craig Locke  
..... Jay Boatwright, Alternate
- Regulatory Compliance/Water Quality Committee..... Robert Wichert, Chair  
..... Kevin Thomas
- Water Banking Committee..... Robert Wichert, Chair  
..... Kevin Thomas
- Carmichael Water District/SSWD 2x2 Committee..... Craig Locke, Chair  
..... Jay Boatwright  
..... Dave Jones, Alternate
- Del Paso Manor Water District/SSWD 2x2 Committee ..... Robert Wichert, Chair  
..... Jay Boatwright

General Manager Performance Review Committee..... Robert Wichert  
..... Kevin Thomas

**Liaison Assignments**

ACWA/JPIA..... Jay Boatwright  
..... Staff Position: Dan York  
..... Craig Locke, Alternate  
..... Kevin Thomas, Alternate

ACWA General Election Voting Delegate ..... Jay Boatwright  
..... Dan York, Alternate

ACWA Groundwater Committee..... Dave Jones  
..... Kevin Thomas  
..... Craig Locke  
..... Dan York  
..... Jay Boatwright  
..... Ed Winkler  
..... Jim Peifer

ACWA Water Quality Committee ..... Dave Jones  
..... Jay Boatwright  
..... Kevin Thomas

ACWA Energy Committee ..... Robert Wichert

ACWA Federal Affairs Committee..... Robert Wichert

ACWA Board..... Jim Peifer

ACWA Legal Affairs Committee..... Ryan Bezerra

ACWA State Legislative Committee ..... Ryan Ojakian

ACWA Business Development Committee ..... Edward Winkler

California Special Districts Association..... Dave Jones

LAFCo Special District Advisory Committee ..... Jay Boatwright

Regional Water Authority ..... Robert Wichert  
..... Dan York, Alternate  
..... Jay Boatwright, Alternate  
..... Dave Jones, Alternate  
..... Craig Locke, Alternate  
..... Kevin Thomas, Alternate

Sacramento Groundwater Authority .....	Jay Boatwright, Board Rep.
.....	Robert Wichert, Alternate
.....	Kevin Thomas, Alternate
Sacramento Water Forum Successor Effort .....	Staff Rep: Dan York
.....	Craig Locke, Alternate
.....	Kevin Thomas, Alternate
.....	Dave Jones, Alternate

**General Manager’s Report**

**10. General Manager’s Report**

GM York presented the staff report.

*a. CSDA Virtual Tour: Water Infrastructure for Firefighting*

GM York presented the staff report and presented the final CSDA video.

Jennifer Harris expressed she felt it was a very important collaboration.

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

The Board convened in Closed Session at 6:52 p.m. to discuss the following:

- 22. 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 7:15 p.m.

President Thomas announced the Board came to a consensus on the General Manager’s Goals for 2024.

Director Locke left the meeting at 7:17 p.m.

**Department/Staff Reports**

**11. Groundwater Well Status Report**

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

**12. Engineering Report**

Mr. Dean presented the staff report.

*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.

13. **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.

14. **District Activity Report**

Todd Artrip presented the staff report.

**Information Items**

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

AGM Underwood presented the staff report.

16. **Combination with Carmichael Water District**

GM York presented the staff report.

Discussion ensued regarding the outline of the Public Information Workshop and how to format the meeting.

The Board agreed to hold the meeting as an open house format.

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

A written report was provided.

18. **RiverArc Project**

GM York presented the staff report.

19. **Upcoming Policy Review**

A written report was provided.

- a. *Electronic Communication Management and Retention Policy (PL - IT 003)*

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

- 20. a. Regional Water Authority (Director Wichert)  
None.

- b. Sacramento Groundwater Authority (Director Boatwright)  
The Agenda for the December 14, 2023, Board Meeting was provided.
- c. Director Reports – AB 1234

Director Wichert provided an oral report of the RWA Holiday Social he attended and the meeting he had with the General Manager.

Director Jones provided an oral report of the RWA Anniversary Event he attended on September 21, 2023; the RWA/CNRA/DWR Media Event he attended on September 25, 2023; the Open House Event he attended on October 4, 2023; and the meeting he had with the General Manager on October 10, 2023.

President Thomas provided an oral report of the meeting he had with the General Manager on November 14, 2023; the AeroJet CAG meeting he attended on November 15, 2023; and the ACWA Conference he attended November 28 through November 30, 2023.

### **Committee Reports**

- 21. a. Carmichael Water District/SSWD 2x2 Committee Meeting (Director Locke)  
The Agenda for the December 13, 2023, meeting was provided.

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

None.

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

This item was re-agendized for earlier in the meeting.

- 22. **Public Employee Performance Evaluation Involving the General Manager Under Government Code Section 54954.5(e) and 54957.**
- 23. **Report from Closed Session.**  
A written report was provided.

### **Adjournment**

President Thomas adjourned the meeting at 8:05 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District