

Minutes

Sacramento Suburban Water District Regular Board Meeting January 22, 2024

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #816 8301 7763

Call to Order

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

Pledge of Allegiance

President Thomas 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, Lynn Pham, Mitchell McCarthy, Mitch Jackson, Howard Moreland, Dana Dean, Jeff Ott, Ben Harris, Aaron Caudillo, Monica Vazquez, David Armand, and Todd Artrip.

Public Present: Jennifer Harris, Helen Harris, Sam Harris, Caroline Harris, Jessie Harris, Isla Harris, and Kyler Rayden.

Announcements

General Manager Dan York (GM York) announced:

- The parties to the Citrus Heights Water District versus San Juan Water District CEQA lawsuit have settled the lawsuit. It will be dismissed on terms favorable to SSWD. He expressed that the District is being dismissed with prejudice so can't be re-sued for the same issue and is specifically exempted from any liability for attorneys' fees.
- The 2024 Safety Calendars were at the dais for each Director and available for the public as well.

Public Comment

None.

Consent Items

1. **Draft Minutes of the December 18, 2023, Regular Board Meeting**

2. **Treasurer’s Report**
3. **Policy Review - Electronic Communication Management and Retention Policy (PL - IT 003)**
4. **Agreement Between Del Paso Manor Water District and Sacramento Suburban Water District for Cost Sharing, Ownership, Operation and Maintenance of Interties**
5. **Cancel the April Regular Board Meeting and Scheduled a Special Board Meeting in its Place**

President Thomas noted there was public comment on Item 2.

Director Wichert requested to pull Item 4 for discussion.

Director Wichert moved to approve Items 1, 3, and 5; Director Boatwright seconded. The motion passed by unanimous vote.

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

Regarding Item 2, Jennifer Harris (Ms. Harris) inquired what the customer refunds were for.

Jeff Ott (Mr. Ott) expressed they were refunds to customers, primarily for overpayment after a customer has sold their house.

Director Wichert moved to approve Item 2; Director Boatwright seconded. The motion passed by unanimous vote.

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

Regarding Item 4, Director Wichert pointed out that the staff report noted there would be no fiscal impact, however, he expressed there would be a fiscal impact. He additionally pointed out that he felt the rate should include the fixed charges, as he did not think it was appropriate to only charge for the cost of water.

Mr. Ott provided an explanation of the rate structure.

Director Locke expressed it was a very minimal difference and expressed he was ok with the way the rate was structured.

Director Boatwright echoed Director Locke’s comments.

Director Wichert moved to approve the staff recommendation for Item 4; Director Locke seconded. The motion passed by unanimous vote.

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

Items for Discussion and/or Action

6. **Resolution No. 24-01, Honoring Ben Harris on his Retirement**

GM York presented the staff report.

Director Boatwright 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 Ben Harris (Mr. Harris) with the ceremonial Resolution.

Mr. Harris expressed that the District was one of the best organizations he has ever worked for, stating the staff is very motivated, accepting, and that he was pleased to finish out his career at the District.

7. **Progressive Design-Build Projects – 2024 Milestones**

Mitchell McCarthy (Mr. McCarthy) presented the staff report and answered clarifying questions.

Director Boatwright inquired if staff could include the entire period for the foundation construction in the milestone table, not just the completion.

Director Wichert expressed he appreciated the milestone table, and further requested if the start and end date could be included in each table, as well as a dollar figure for each milestone. He clarified that he was interested in how much will have been spent by the time each milestone is reached.

Mr. McCarthy expressed he would amend the milestone table to include what the Directors requested.

Director Wichert additionally commented that if the Department of Water Resources was flexible with the project end date going past the deadline date, that staff get that in writing.

Director Boatwright pointed out a typo that the Wells 81/82/83 “Paving” date should be May of 2025, not 2024.

Director Wichert requested staff bring this item back to the February regular Board meeting with the requested changes and any updates.

Ms. Harris asked clarifying questions.

Mr. McCarthy provided answers for Ms. Harris.

8. **Groundwater Well Asset Management Plan Implementation Status Update**
Todd Artrip (Mr. Artrip) introduced Howard Moreland and presented the staff report.

Director Wichert requested a meeting offline with the General Manager to review the work in progress.

9. **Carmichael Water District/Sacramento Suburban Water District Combination Discussion Update**
GM York presented the staff report and answered clarifying questions.

Ms. Harris inquired about District debt.

General Manager’s Report

10. **General Manager’s Report**
GM York presented the staff report.
 - a. *Regional Collaboration Information*
Mr. Artrip presented the staff report.

Department/Staff Reports

11. **Groundwater Well Status Report**
Tommy Moulton presented the staff report and answered clarifying questions.

Director Wichert recommended staff present their concerns to the SMUD Board of Directors regarding their process and timelines related to new services and upgrading of existing services, and their policy requirements preventing an existing 3-wire service from being re-energized until upgraded to a 4-wire service.
12. **Engineering Report**
Mr. Dean presented the staff report and answered clarifying questions.

Director Wichert suggested staff try to contact the manufacturers directly as much as possible for delay concerns.

Mr. Dean expressed that he agreed that this could be beneficial, and also that Auburn Constructors has been pursuing such paths to control schedule impacts and will continue to do so.

Mr. McCarthy provided clarifying information about the Enterprise Reservoir project that the integrator's project personnel had changed and further delays by the integrator were expected as a result.

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

Mr. Artrip presented the staff report.

Information Items

15. Certificate of Achievement for Excellence in Financial Reporting

Lynn Pham presented the staff report.

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

Mr. Artrip presented the staff report.

17. Upcoming Water Industry Meetings/Conferences

A written report was provided.

18. **Upcoming Policy Review**

A written report was provided.

- a. *Employee Recruitment, Hiring and Promotion Policy (PL – HR 009)*

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

19. a. Regional Water Authority (Director Wichert)
None.
- b. Sacramento Groundwater Authority (Director Boatwright)
None.
- c. Director Reports – AB 1234

Director Jones provided an oral report of the meeting he had with the General Manager on December 12, 2023.

President Thomas provided an oral report of the Del Paso Manor Water District Board Meeting he attended on December 5, 2023; the meeting he had with the General Manager on December 11, 2023; and the RWA Water Forum Meeting he attended on December 12, 2023.

Director Wichert provided an oral report of the RWA Executive Committee Meeting he attended on December 19, 2023.

Committee Reports

20. a. Carmichael Water District/SSWD 2x2 Committee Meeting (Director Locke)
The Minutes from the December 13, 2023, meeting were provided.

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 7:35 p.m. to discuss the following:

21. Public Employee Performance Evaluation Involving the General Manager Under Government Code Section 54954.5(e) and 54957.
22. Conference to provide the District’s labor negotiator, Director Robert Wichert, with direction concerning changes to the General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

Return to Open Session

The Board convened in Open Session at 8:01 p.m.

23. **Report from Closed Session.**
There was no reportable action.

Adjournment

President Thomas adjourned the meeting at 8:02 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District