

Minutes

Sacramento Suburban Water District Regular Board Meeting May 20, 2024

Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #840 4527 2736

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, Kevin Thomas, and Robert Wichert.

Directors Absent: Dave Jones.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Todd Artrip, Jeff Ott, Julie Nemitz, Aaron Caudillo, Raul Palomar, Hector Segoviano, Tommy Moulton, Rodney Lee, Lynn Pham, Dana Dean, Howard Moreland, David Armand, Monica Vazquez, Shawn Chaney, Sarah Dains, Joe Crockett, and Brian Patterson.

Public Present: Dave Jones, Shelly Artrip, Chaz Artrip, Amanda Artrip, Charlize Artrip, Cindy Artrip, Shelly Artrip, Doug Cater, Deann Cater, Steve Medley, Gina Medley, Bob Hancock, Karen Hancock, and several El Camino High School Students.

Announcements

General Manager Dan York (GM York) announced:

- A reminder of the Del Paso Manor Water District (DPMWD)/SSWD Joint Board Meeting on May 22, 2024, at 6:00 p.m.
- Welcomed the Government Affairs students from El Camino High School in attendance.

Public Comment

None.

Consent Items

1. **Draft Minutes of the April 22, 2024, Special Board Meeting**
2. **Draft Minutes of the April 29, 2024, Special Board Workshop**

3. **Treasurer’s Report**
4. **Policy Review – Water Service Rates, Fees and Charges Setting Policy (PL – Fin 009)**
5. **Policy Review – Technology Use Policy (PL – IT 005)**

Director Wichert asked a clarifying question, then moved to approve all Consent Items; Director Locke seconded. The motion passed by unanimous vote.

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

Items for Discussion and/or Action

6. **Resolution No. 24-04 Honoring Todd Artrip on his Retirement**

GM York presented the staff report.

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

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

GM York presented Todd Artrip (Mr. Artrip) with the ceremonial Resolution.

Mr. Artrip expressed how incredible of a journey working for the District has been, noting how great it felt to work for a company that is recognized as an industry leader. He noted he was not only proud to work for the District, but how grateful he was to have worked side by side with such a great group of honest and hard-working people as well. He thanked the Board for continuing to support staff with the many opportunities they have provided to them and wished everyone well.

GM York expressed his appreciation for all the years of hard work and dedication that Mr. Artrip provided to the District, noting that he represented the District at the highest level and that he thoroughly enjoyed working with him and wished him well.

Director Wichert expressed that Mr. Artrip’s presentations to the Board were very helpful and well informed, and that he appreciated them.

Assistant General Manager Matt Underwood (AGM Underwood) pointed out that Mr. Artrip was responsible for organizing the most premier meter program in the state, stating that he is both well-known and respected in the region as a meter expert. He pointed out that Mr. Artrip completed the preventive maintenance goals at 100% for 2023, and that he demonstrated excellent leadership, created efficiencies, and inspired

staff around him continually. He expressed that the District would not be where it is today if not for Mr. Artrip.

7. **2023 Annual Comprehensive Financial Report and Audit Results**

Lynn Pham presented the 2023 Annual Comprehensive Financial Report and Audit Results, noting there were no substantial findings, no material weaknesses, and no internal control deficiencies, and expressed that this makes the 14th consecutive audit with no recommended changes.

Director Wichert congratulated staff on an excellent presentation, excellent piece of work, and congratulated staff on a job well done.

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

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

8. **Transmission Main Asset Management Plan – Status Update**

Tommy Moulton (Mr. Moulton) presented the staff report.

9. **Sacramento Local Agency Formation Commission – Public Hearing on Del Paso Manor Water District**

GM York presented the staff report and answered clarifying questions.

Director Wichert noted he would be interested in the Board approving a resolution to continue discussions with DPMWD and recommended the DPMWD Board do the same. He noted that a resolution to move forward would assist with solidifying that both districts were interested in continuing discussions. He additionally noted, however, that he was against anything that would raise the rates for District customers.

Discussion ensued regarding combination discussions with DPMWD, governance, and how communication to ratepayers should be presented.

Director Wichert expressed interest in exploring the idea of including San Juan Water District in the combination discussions.

Director Locke expressed that an outside consultant would be valuable with creating a communication plan.

General Manager’s Report

10. **General Manager’s Report**

GM York presented the staff report.

- a. *Grant of Easement and Right of Way*
GM York presented the staff report.
- b. *Groundwater Well Asset Management Plan Update*
Howard Moreland presented the staff report and answered clarifying questions.

Department/Staff Reports

11. Groundwater Well Status Report

Mr. Moulton presented the staff report, provided an update to Well N38, and answered additional clarifying questions.

Director Locke requested an additional section in the report that would compare supply capacity reliability where it was to where it is now. He suggested to provide either a few months or even a year history.

12. Engineering Report

Dana Dean presented the staff report and answered clarifying questions.

- 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

Jeff Ott presented the staff report and answered clarifying questions.

- 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

AGM Underwood presented the staff report.

Information Items

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

A written report was provided.

16. **Upcoming Policy Review**

A written report was provided.

Director Boatwright requested to bring back the CIP Policy for review.

GM York expressed staff would bring it to the next regular Board meeting for review.

- a. Director Sexual Harassment and Abusive Conduct Prevention Training Policy (PL – BOD 005)
- b. Disposing of Surplus District Real Property, Vehicles, and Large Equipment and Other Personal Property Policy (PL – Adm 003)

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

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

President Thomas provided an oral report of the meetings he had with the General Manager on April 1, and April 15, 2024; the DPMWD Regular Board meeting he attended on April 2, 2024; the SGA Regular Board meeting he attended on April 11, 2024; the DPMWD Special Board meeting he attended on April 16, 2024; the San Juan Water District Board meeting he attended on April 24, 2024; the AWWA webinar he attended on April 25, 2024; and the State Water Resources Control Board meeting he attended on April 26, 2024.

Committee Reports

18. a. Audit Committee Meeting (Director Locke)
Draft Minutes from the April 24, 2024, meeting were provided.

Director's Comments/Staff Statements and Requests

None.

Adjournment

President Thomas adjourned the meeting at 7:16 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District