

# Minutes

## Sacramento Suburban Water District

### Regular Board Meeting

June 17, 2024

#### Location:

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting ID #852 1157 3654

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

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Dane Westvik, Jeff Ott, Julie Nemitz, Dana Dean, and Howard Moreland.

Public Present: Carl Jones.

#### Announcements

General Manager Dan York (GM York) announced:

- The Annual Comprehensive Financial Report was at the dais for each Director.
- A request to pull Item 6 from Consent and move it to an Action Item, and to pull Item 7 and bring that Item back to the July 15, 2024, Regular Board Meeting.

#### Public Comment

None.

#### Consent Items

Director Wichert requested to pull Item 5 for discussion.

Director Wichert moved to approve Items 1-4; Director Jones seconded. The motion passed by unanimous vote.

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

1. **Draft Minutes of the May 20, 2024, Regular Board Meeting**
2. **Treasurer’s Report**
3. **June 2024 Legislation Update**
4. **Policy Review – Director Sexual Harassment and Abusive Conduct Prevention Training Policy (PL – BOD 005)**
5. **Policy Review – Disposing of Surplus District Real Property, Vehicles, and Large Equipment and Other Personal Property Policy (PL – Adm 003)**
6. **Set Public Hearing on July 15, 2024 - Resolution No. 24-05, A Resolution of the Board of Directors of the Sacramento Suburban Water District Setting a Public Hearing on the Report of Delinquent Water Charges as of June 1, 2024**
7. **Resolution No. 24-06 A Resolution of the Board of Directors of the Sacramento Suburban Water District Declaring Certain Real Estate Exempt Surplus Land and Authorizing Its Sale**

Regarding Item 5, Policy Review – Disposing of Surplus District Real Property, Vehicles, and Large Equipment and Other Personal Property Policy (PL – Adm 003), in Section 900.10, Discretion of Board and General Manager, Director Wichert requested to pull the language in that section, as he felt it was inappropriate.

Director Locke agreed to remove the language.

GM York agreed to have the language removed.

Director Wichert moved to approve the staff recommendation, with the addition of removing section 900.10; Director Locke seconded. The motion passed by unanimous vote.

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

Regarding Item 6, Set Public Hearing on July 15, 2024 - Resolution No. 24-05, A Resolution of the Board of Directors of the Sacramento Suburban Water District Setting a Public Hearing on the Report of Delinquent Water Charges as of June 1, 2024, GM York pointed out that this was the second consecutive year this item was brought to the Board, and wanted to gain approval for the item to remain on Consent going forward.

Julie Nemitz provided additional clarifying information about the item.

Director Wichert expressed he was in favor of it being on Action for members of the public to have an opportunity to speak on it.

Director Locke agreed with Director Wichert.

Director Boatwright pointed out that the item was only setting the Public Hearing, and that he was ok with it being on Consent.

The Board agreed with Director Boatwright.

Director Boatwright moved to approve the staff recommendation, and for the item to be on Consent going forward; President Thomas seconded. The motion passed by unanimous vote.

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

### Items for Discussion and/or Action

8. **Kirby's Pump and Mechanical, Inc. – Year One Update**  
Dana Dean (Mr. Dean) presented the staff report, PowerPoint Presentation and answered clarifying questions.
9. **Supervisory Control and Data Acquisition Asset Management Plan Implementation Status**  
Dane Westvik presented the staff report and answered clarifying questions.
10. **Amendment No. 2 to 2014 Auburn Boulevard Property Lease with Skip's Music**  
Jeff Ott (Mr. Ott) presented the staff report.

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:			

11. **Annual Fraud Prevention Presentation**  
Mr. Ott presented the staff report and Power Point Presentation.

### General Manager's Report

12. **General Manager's Report**  
GM York presented the staff report and answered clarifying questions.

- a. *Water Forum 2.0 Update*  
GM York presented the staff report.

### **Department/Staff Reports**

13. **Groundwater Well Status Report**

Mr. Dean presented the staff report.

14. **Engineering Report**

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

Director Wichert requested some kind of indication of status for the Construction Milestones and Start-up Bar Graph on Page 2 of the Engineering 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.

15. **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.

16. **District Activity Report**

Howard Moreland presented the staff report.

### **Information Items**

17. **2025 Budget Preparation Timeline**

Mr. Ott presented the staff report.

18. **Capital Improvement Program Policy Informational Update**

Mr. Dean presented the staff report.

Director Wichert inquired how to compare the items that were in the Policy were moved into the Procedure, and he inquired if the staff felt the Policy was working.

GM York expressed he could provide the Procedure to Director Wichert if he would like to see it.

Mr. Dean expressed that the Policy and Procedure codified what staff has already been doing.

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

A written report was provided.

20. **Upcoming Policy Review**

A written report was provided.

- a. Employee Standards of Conduct and Discipline Policy (PL – HR 011)

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

21. a. Regional Water Authority (Director Wichert)

The Agenda from the May 16, 2024, meeting was provided.

b. Sacramento Groundwater Authority (Director Boatwright)

None.

c. Director Reports – AB 1234

Director Jones provided an oral report on the meetings he had with the General Manager on March 5, 2024, March 13, 2024, April 26, 2024, and May 13, 2024; the Cap to Cap meetings he attended on March 22, 2024, and April 5, 2024; the Carmichael Water District Board meeting he attended on March 26, 2024; the Civil Engineers Symposium he attended on March 28, 2024; the Cap to Cap Conference he attended on April 13 through 17, 2024; and the ACWA Conference he attended May 6-9, 2024.

President Thomas provided an oral report of the LAFCo meeting he attended on May 4, 2024; the DPMWD Board meeting he attended on May 7, 2024; the meeting he had with the General Manager on May 13, 2024; the AeroJet CAG meeting he attended on May 15, 2024; the meeting with CWD's Board President on May 26, 2024; and the North American Subbasin meeting he attended on May 29, 2024.

**Joint Board Meeting Items**

22. a. SSWD/DPMWD Joint Board Meeting (Director Wichert)

The Draft Minutes from the May 22, 2024, meeting were provided.

Director Boatwright pointed out that DPMWD had a special Board meeting scheduled for June 18, 2024.

- b. SSWD/DPMWD Joint Board Meeting (Director Wichert)  
The Agenda for the June 5, 2024, meeting was provided.

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

None.

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

GM York requested to table the Closed Session Item for a future meeting, as there was no update needed at this time.

- 23. Conference with legal counsel--existing litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1); *Sacramento Suburban Water District v. United States*, United States Court of Federal Claims case no. 1:17-cv-00860-RHH, and *Sacramento Suburban Water District v. United States, et al.*, United States District Court for the Eastern District of California, case no. 2:17-cv-01353-TLN-AC. (Hexavalent chromium contamination claims).
- 24. **Report from Closed Session.**  
A written report was provided.

**Adjournment**

President Thomas adjourned the meeting at 7:24 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District