

Agenda

Sacramento Suburban Water District Special Board Meeting

3701 Marconi Avenue
Sacramento, California 95821

November 6, 2024
5:00 p.m.

This meeting will be conducted in-person in the District's Boardroom at the address above. The public is invited to listen, observe, and provide comments during the meeting. The President will call for public comment on each agenda item at the appropriate time.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Board concerning an agenda item after the staff presentation but before Board's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 916.679.3972. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Call to Order

Roll Call

Announcements

Public Comment

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to 3 minutes.

Board Vacancy

1. The Board Will Interview Candidates for the Vacant Division 1 Director Position
Recommendation: Interview candidates for the vacant Division 1 Board of Director position.

Adjournment

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Upcoming Meetings:

- Monday, November 11, 2024, at 6:00 p.m., Special Board Meeting – Budget Workshop
- Tuesday, November 12, 2024, at 5:00 p.m., Special Board Meeting
- Wednesday, November 13, 2024, at 6:00 p.m., DPMWD/SSWD Joint Special Board Meeting
- Monday, November 18, 2024, at 6:00 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the November 6, 2024, meeting of the Sacramento Suburban Water District was posted by October 31, 2024, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was made available to the public during normal business hours.

Dan York
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 1

Date: November 6, 2024

Subject: The Board Will Interview Candidates for the Vacant Division 1 Director Position

Staff Contact: Dan York, General Manager

Recommended Board Action:

Interview candidates for the vacant Division 1 Board of Director position.

Discussion:

On August 16, 2024, the County of Sacramento Campaign Services Division notified the District that no candidates had filed a declaration of candidacy for Division 1 Director for the November 5, 2024, general election.

Pursuant to Elections Code Section 10515, if no person has filed a declaration of candidacy for any office, the supervising authority (County Board of Supervisors) shall appoint any person to the office who is qualified on the date when the election would have been held. In the interim, the current Director of Division 1 will occupy the seat until a new Director has been appointed.

On September 23, 2024, staff mailed a Notice of Vacancy letter to the constituents in Division 1, seeking letters of interest from qualified members of the public wishing to fill the Division 1 Director position.

The deadline for an applicant to submit a Letter of Interest was the end of business October 11, 2024.

However, on October 1, 2024, the General Manager was notified by Director Dave Jones (Mr. Jones) that he was resigning from the Board of Directors due to personal reasons.

Water Code Section 30504, part of the County Water District Law, provides that “all vacancies in the office of director shall be filled pursuant to [s]ection 1780 of the Government Code.” Subdivisions (c) and (f) of Government Code section 1780 permit the District to fill a vacancy on the Board of Directors in the following ways: (1) by appointment; (2) by special election; or (3) if the Board does not appoint a successor or call an election to do so, the Sacramento County Board of Supervisors may make the selection independent of the District Board.

Due to the fact that no candidate had filed a declaration of candidacy for Division 1 Director, and the process was already underway to appoint a Director for the position, the Board preferred to

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appoint a successor to the Division 1 Director seat, rather than incur the significant costs of holding a special election or permitting the Sacramento County Board of Supervisors to select a successor.

The Board agreed to the following procedure for filing the vacancy resulting from Director Jones' resignation:

- The first Special Board meeting would be held on November 6, 2024, at 5:00 p.m. At that meeting, each candidate that submitted a letter of interest would have 5 minutes to provide a brief introduction of themselves. There would be an additional 5 minutes where the Board could ask questions.
- Each candidate would be requested not to enter the boardroom until their specific interview time.
- Staff would provide the Board with some sample questions to use at their discretion.
- Following the introductions and questions, each Director on the Board would select their top two candidates to return for a second interview.
- The second Special Board meeting would be held on November 12, 2024, at 5:00 p.m.

Fiscal Impact:

None.

Strategic Plan Alignment:

Customer Service – 3.A. Operate in an open manner including public information to the Board of Directors.

Elections provide District customers an opportunity to become directly involved in SSWD, exercise the democratic process, and voice an opinion on their elected representative on the District's Board of Directors.