

# **Agenda**

## **Sacramento Suburban Water District**

### **Regular Board Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, September 15, 2014  
6:30 p.m.

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 either before or during the 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 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.

#### **Consent Items**

The Board will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Board member, staff or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

1. Minutes of the August 18, 2014 Regular Board Meeting  
*Recommendation: Approve subject minutes.*

2. Resolution No. 14-21 Accepting Grant of Easement and Right of Way for 2234 El Camino Avenue  
*Recommendation: Adopt subject resolution to receive an easement and right of way for the subject site.*
3. Resolution No. 14-22 Supporting Proposition 1 – The Water Quality Supply and Infrastructure Improvement Act of 2014 (Water Bond)  
*Recommendation: Adopting the subject resolution to support Proposition 1.*
4. 2014 Audit Engagement Letter and Contract  
*Recommendation: Approve an audit engagement letter with Richardson & Company and authorize the Chair of the Finance and Audit Committee to execute a contract.*
5. Procurement Policy (PL - Fin 005)  
*Recommendation: Adopt updates to subject policy.*
6. Employment Rules and Procedures Policy (PL - HR 001)  
*Recommendation: Reaffirm subject policy without changes.*

#### **Items for Discussion and Action**

7. Association of California Water Agencies (ACWA) Update  
*Receive update from ACWA Regional Affairs Representative on ACWA activities and issues.*
8. Appeal from Denial of Claim for Refund of Overpaid Service Charges – 2326/2328 Bell Street  
*Discuss report regarding billing dispute and direct staff.*
9. City of Sacramento Emergency Water Service Agreement – Amendment No. 1  
*Consider authorizing the General Manager to execute Amendment 1 of the City of Sacramento Emergency Water Service Agreement to permit providing credits in lieu of cash payment for emergency water service.*
10. New Financial Policies  
*Review and approve four new financial policies – Water Service Charges and Rate Setting Policy, Facility Development Charge Setting Policy, Debt Management Policy, and Budget Policy.*

#### **Information Items**

11. District Activity Reports
  - a. Water Operations and Exception Report

- b. Customer Service Report
  - c. Water Conservation and Regional Water Efficiency Program Report
  - d. Community Outreach Report
12. Engineering Report
- a. Major Capital Improvement Projects
  - b. County and City Projects/Coordination
  - c. McClellan Business Park
  - d. Developer Projects
  - e. Other
13. Financial Report
- a. Financial Statements – August 2014
  - b. Financial Activity – August 2014
  - c. Investments Outstanding and Activity – August 2014
  - d. Cash Expenditures – August 2014
  - e. Credit Card Expenditures – August 2014
  - f. Directors Compensation and Expense Accounting – Through August 2014
  - g. Market Report Yields – January 2010 through August 2014
  - h. District Reserve Balances – August 2014
  - i. Information Required by Bond Agreement
14. Upcoming Policy Review – Driver Record and Insurance Review Policy (PL - HR 006)
15. Meter Retrofit Plan Update
16. Greenhouse Gas Inventory for 2013
17. ACWA/JPIA Liability, Property, and Workers' Compensation Risk Assessment

18. November Election Candidates of Neighboring Water Entities
19. Status of Phase 2A Consolidation Study
20. Legislative and Regulatory Update

### **Committee Reports**

21. a. Facilities and Operations Committee (Director Fellenz)  
Notes from August 13, 2014 meeting.
- b. Finance and Audit Committee (Director Schild)  
Notes from September 2, 2014 meeting.
- c. Government Affairs Committee (Director Fellenz)  
No report.
- d. 2x2 Water Management Ad Hoc Committee (Director Thomas)  
See Item 19 for Agenda and Notes from August 27, 2014 meeting.
- e. Ad Hoc Water Banking and Transfer Committee (Director Robison)  
Notes from August 25, 2014 meeting.

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

22. a. Regional Water Authority (Director Schild)  
Agenda from September 11, 2014 meeting.  
  
Regional Water Authority Executive Committee (General Manager Roscoe)  
Agenda from August 27, 2014 meeting.
- b. Sacramento Groundwater Authority (Director Robison)  
No report.
- c. Water Forum Successor Effort (General Manager Roscoe)  
No report.
- d. San Juan Water District Executive Committee (Assistant General Manager York)  
Agenda from August 26, 2014 meeting.

e. Other Reports

Director Schild provided written reports regarding the SmartWater Event held August 21, 2014 and the Water Conservation and Drought Workshop held August 27, 2014.

**Miscellaneous Correspondence and General Information**

23. Correspondence received by the District

24. General Information

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

The Board and District staff may ask questions for clarification, and make brief announcements and comments, and Board members may request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

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

None.

**Adjournment**

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**Upcoming Meetings**

Monday, October 20, 2014 at 6:30 p.m., Regular Board Meeting

Monday, November 17, 2014 at 6:30 p.m., Regular Board Meeting

Monday, December 15, 2014 at 6:30 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the September 15, 2014 meeting of the Sacramento Suburban Water District Board of Directors was posted by September 11, 2014 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was made available to the public during normal business hours.

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Robert S. Roscoe  
General Manager/Secretary  
Sacramento Suburban Water District