

# **Agenda**

## **Sacramento Suburban Water District Regular Board Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, March 21, 2016  
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 February 19, 2016 Strategic Plan Workshop  
*Recommendation: Approve subject minutes.*

2. Minutes of the February 22, 2016 Regular Board Meeting  
*Recommendation: Approve subject minutes.*
3. Resolution No. 16-03 Accepting Grant of Easement and Right of Way for Cottage Park, APN 279-0101-024  
*Recommendation: Adopt subject resolution.*
4. Resolution No. 16-04 and 16-05 Accepting Two Grants of Easement and Rights of Way for 3932 Dudley Boulevard – United States Cold Storage, Inc.  
*Recommendation: Adopt subject resolution.*
5. Resolution No. 16-06 Accepting Grant of Easement and Right of Way for 4850 Antelope Road – EJM Homes LLC  
*Recommendation: Adopt subject resolution.*
6. Reasonable Accommodation and Interactive Process Policy (PL - HR 014)  
*Recommendation: Adopt subject Policy.*

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

7. Arc Flash Hazard Assessment and Mitigation Update  
*Presentation by Jim DeHart on Arc Flash.*
8. Groundwater Monitoring Wells Project  
*Presentation by Alex McDonald on Regional Contaminant Plumes and Groundwater Monitoring Wells.*
9. Facility Development Charges  
*Recommendation: Approve the Update on Facility Development Charges.*
10. Board Member Out of State Travel Request  
*Recommendation: Approve any Directors Out of State Travel.*
11. Strategic Plan (PL - BOD 001)  
*Recommendation: Adopt subject policy.*
12. 2016 Water Transfer Program  
*Receive written staff report and direct staff as appropriate.*
13. Long Term Warren Act Contract  
*Receive written staff report and direct staff as appropriate.*

**Information Items**

14. Water Conservation and Regional Water Efficiency Program Report
  - a. Drought Report
  - b. Summary of Activities During February 2016
  - c. Water Conservation Program and Results
  - d. Upcoming Events
15. District Activity Reports
  - a. Water Operations and Exceptions Report
  - b. Customer Service Report
  - c. Community Outreach Report
16. Engineering Report
  - a. Major Capital Improvement Projects
  - b. County and City Projects/Coordination
  - c. McClellan Business Park
  - d. Groundwater Quality Projects
  - e. Developer Projects
  - f. Water System Master Plan Update and 2015 Urban Water Management Plan
  - g. Other
17. Financial Report
  - a. Draft Financial Statements – February 2016
  - b. Draft Investments Outstanding and Activity – February 2016
  - c. Draft Cash Expenditures – February 2016

- d. Draft Purchasing Card Expenditures – February 2016
  - e. Draft Directors Compensation and Expense Accounting – February 2016
  - f. Draft Market Report Yields – January 2010 through January 2016
  - g. Draft District Reserve Fund Balances – February 2016
  - h. Information Required by Bond Agreement
18. 2015 Annual Audit Status
  19. 3941 Madison Avenue Water Main Leak
  20. California Special Districts Association Call for Nominations for Seat B
  21. Sacramento Metro Chamber of Commerce Cap-to-Cap Event 2016
  22. Sacramento River Water Reliability Study Update
  23. 2015 Surface Water Sources and Costs
  24. General Manager’s Report
    - a. Website Payment Portal
    - b. Paperless vs. Paper Billing Cost
    - c. Merchant Bank Change Information
    - d. Acquisition of Property on Antelope North Road
    - e. McClellan Business Park Update
    - f. Placer County Water Agency (PCWA) Agreement
  25. Legislative and Regulatory Update
  26. Upcoming Policy Review
    - a. Disposing of Surplus District Real Property, Vehicles and Large Equipment and Other Personal Property Policy (PL - Adm 003)
    - b. Employee Recruitment, Hiring and Promotion Policy (PL - HR 009)

27. Upcoming Water Industry Events

**Committee Reports**

28. a. Facilities and Operations Committee (Director Locke)  
No report.
- b. Finance and Audit Committee (Director Thomas)  
No report.
- c. Government Affairs Committee (Director Locke)  
No report.
- d. Ad Hoc Water Banking and Transfer Committee (Director Wichert)  
No report.

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

29. a. Regional Water Authority (Director Thomas)  
Agenda from the March 10, 2016 meeting.
- Regional Water Authority Executive Committee (General Manager Roscoe)  
No report.
- b. Sacramento Groundwater Authority (Director Schild)  
No report.
- c. Water Forum Successor Effort (General Manager Roscoe)  
Agenda from the March 10, 2016 meeting.
- Carryover Storage Working Group Meetings  
No report.
- Water Forum Dry Year Conference Meeting  
No report.
- Water Caucus Meeting  
No report.
- d. Other Reports

**Miscellaneous Correspondence and General Information**

30. Correspondence received by the District

31. 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)**

- 32. a. Public Employee Performance Evaluation Involving the General Manager Under Government Code Section 54954.5(e) and 54957
- b. Conference with Board Negotiating Committee (including Director Thomas) Involving the General Manager Under Government Code Sections 54954.5(f) and 54957.6.

**Adjournment**

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**Upcoming Meetings**

Friday, April 1, 2016 at 2:00 p.m., Facilities and Operations Committee Meeting  
Monday, April 18, 2016 at 6:30 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the March 21, 2016 meeting of the Sacramento Suburban Water District Board of Directors was posted by March 17, 2016 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was freely available to the public.

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