

# **Agenda**

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

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, October 16, 2017  
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**

### **Pledge of Allegiance**

### **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 September 18, 2017 Regular Board Meeting  
*Recommendation: Approve subject minutes.*

2. Minutes of the September 26, 2017 Special Board Meeting  
*Recommendation: Approve subject minutes.*
3. Minutes of the September 27, 2017 Special Board Meeting  
*Recommendation: Approve subject minutes.*
4. Minutes of the October 9, 2017 Special Board Workshop  
*Recommendation: Approve subject minutes.*
5. Minutes of the October 10, 2017 Special Board Meeting  
*Recommendation: Approve subject minutes.*
6. Records Inspection, Retention and Disposal Policy (PL - Adm 002)  
*Recommendation: Adopt subject policy.*
7. Employee Performance Evaluation, Merit and COLA Policy (PL - HR 003)  
*Recommendation: Adopt subject policy.*
8. 2017 Audit Engagement Letter and Contract  
*Authorize the Finance and Audit Committee Chair, Director Thomas, to execute the Audit Engagement Letter and Contract with Richardson and Company.*

**Items for Discussion and Action**

9. Resolution No. 17-15 Honoring John E. Valdes on His Retirement  
*Recommendation: Adopt subject Resolution.*
10. Resolution No. 17-13 Authorizing the Extension of a Letter of Credit in Connection with its Outstanding 2009A Certificates of Participation, and Approving the Execution and Delivery of Certain Documents in Connection Therewith and Certain Other Matters  
*Recommendation: Approve subject Resolution and Approve the Execution and Delivery of Documents.*
11. 2018 Budget and 2019 Forecast – Third Draft & Reserve Policy (PL – Fin 004)  
*Adopt 2018 Budget and 2019 Inaugural CIP Budget as presented.*
12. A Day in the Life of Engineering  
*Presentation by Dana Dean of the Engineering Department.*

13. Rules for Proceeding of the Board of Directors
  - a. Resolution No. 17-11 Amending Policy PL – BOD 002, Rules for Proceedings of the Board of Directors - Changing the Regular Board Meeting Time to 6:00p.m.  
*Receive written staff report and direct staff as appropriate.*
  - b. Rules for Proceeding of the Board of Directors Policy (PL – BOD 002)  
*Recommendation: Adopt amended policy.*
14. Ethics Policy (PL – BOD 004)  
*Recommendation: Adopt subject policy.*
15. Sacramento LAFCo Elections of Special District Commissioner and Alternate Special District Commissioner  
*Receive written staff report and direct staff as appropriate.*

**Information Items**

16. Chromium 6 Court Complaint Update
17. District Activity Report
  - a. Water Operations and Exceptions Report
  - b. Water Conservation and Regional Water Efficiency Program Report
  - c. Customer Service Report
  - d. Community Outreach Report
18. Engineering Report
  - a. Major Capital Improvement Projects
  - b. County and City Projects/Coordination
  - c. Developer Projects
  - d. Planning Studies
  - e. Other

19. Financial Report
  - a. Financial Statements – September 2017
  - b. Investments Outstanding and Activity Quarterly Report
  - c. Cash Expenditures – September 2017
  - d. Credit Card Expenditures – September 2017
  - e. Directors Compensation and Expense Accounting Quarterly Report
  - f. Market Report Yields – January 2011 through August 2017
  - g. District Reserve Balances – September 2017
  - h. Information Required by Bond Agreement
20. Financial Markets Quarterly Report
21. Year-to-Date Interest Expense Quarterly Report
22. Water Rate Increase History of Surrounding Purveyors
23. McClellan Business Park Successor Agreement Update
24. ACWA Region Election Results
25. AMI/AMR Update
26. Maintenance Schedule for District Properties
27. Palm Well Site Issue Update
28. Well Efficiency Testing Annual Report
29. Update on the August 2017 Unplanned Discharge to Chicken Ranch Slough
30. CIP Projects Quarterly Report
31. Human Resources and Succession Plan Quarterly Report
32. Legislative and Regulatory Update

33. General Manager's Report
  - a. City of Sacramento Wholesale Water Rates and 9,023 af of Area D Water
  - b. Regional Partnership – Groundwater Banking
  - c. Cal WaterFix Update
  - d. 2017 Premium Only Plan (POP) Discrimination Testing Results
  - e. Long Term Warren Act Contract
34. Upcoming Policy Review
  - a. Workplace Dishonesty Policy (PL – Adm 006)
  - b. Training and Career Development Policy (PL – HR 004)
35. Upcoming Water Industry Events

### **Committee Reports**

36.
  - a. Facilities and Operations Committee (Director Schild)  
Minutes from the October 4, 2017 Meeting.
  - b. Finance and Audit Committee (Director Thomas)  
Minutes from the October 2, 2017 Meeting.
  - c. Water Quality Committee (Director Wichert)  
Agenda for the October 16, 2017 Meeting.
  - d. Government Affairs Committee (Director Locke)  
No report.
  - e. Ad Hoc Water Banking and Transfer Committee (Director Schild)  
No report.
  - f. Ad Hoc Selection Committee (Director Wichert)  
No report.
  - g. Ad Hoc Process Committee (Director Wichert)  
No report.

- h. Ad Hoc Compensation Committee (Director Schild)  
No report.

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

- 37. a. Regional Water Authority (Director Thomas)  
No report.

Regional Water Authority Executive Committee (General Manager Roscoe)  
Agenda for the September 27, 2017 Meeting.

- b. Sacramento Groundwater Authority (Director Schild)  
Agenda for the October 12, 2017 Meeting.
- c. Water Caucus Meeting  
Agenda for the October 11, 2017 Meeting.
- d. Water Forum Successor Effort (General Manager Roscoe)  
No report.
- e. Other Reports

**Miscellaneous Correspondence**

- 38. Correspondence received by the District

**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)**

- 39. Public employee appointment involving the position of General Manager; Government Code sections 54954.5(e) and 54957(b)(1).
- 40. Conference to provide District’s labor negotiator, Robert Wichert, with direction concerning changes to General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

**Adjournment**

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**Upcoming Meetings**

Monday, November 20, 2017 at 6:30 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the October 16, 2017 meeting of the Sacramento Suburban Water District Board of Directors was posted by October 12, 2017 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