

# Minutes

## Sacramento Suburban Water District Regular Board Meeting Monday, December 16, 2019

### Call to Order

President Jones called the meeting to order at 6:00 p.m.

### Pledge of Allegiance

President Jones led the Pledge of Allegiance.

### Roll Call

Directors Present: Dave Jones, Kathleen McPherson, Kevin Thomas and Robert Wichert.

Directors Absent: Craig Locke.

Staff Present: General Manager Dan York, Assistant General Manager Mike Huot, Dan Bills, Heather Hernandez-Fort, Cassie Crittenden, Dana Dean, Julie Nemitz and Matt Underwood.

Public Present: William Eubanks, Avery Wiseman, Debra Sedwick, Paul Olmstead, Alan Hersh and Alan Driscoll.

### Election of District Officers

#### 1. Election of District Officers

Director Wichert nominated Director Thomas for president; Director Jones seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

Director Jones nominated Director Locke for Vice President. The motion died for a lack of a second.

Director Thomas nominated Director Wichert for Vice President; Director McPherson seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

**Announcements**

General Manager Dan York (GM York) announced:

- Pam Tobin was elected ACWA Vice President at the ACWA Fall Conference.
- District employee Josh Gagnon received an H.R. LaBounty Safety Award.
- The new Director of Finance and Administration, Jeff Off, was hired and starts January 13, 2020.
- Happy Holidays wishes to the Board.

**Public Comment**

None.

**Consent Items**

2. **Minutes of the November 18, 2019 Regular Board Meeting**
3. **Capital Asset Policy (PL - Fin 002)**
4. **Resolution No. 19-15 Honoring Steve Nugent on His Retirement**

Director Wichert moved to approve the Consent Items, Director Jones seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

**Items for Discussion and/or Action**

5. **Committee and Liaison Appointments for 2020**  
President Thomas made the following appointments for 2020:

**Committees**

- Facilities and Operations Committee ..... Dave Jones, Chair  
(Standing: no regularly assigned meeting time)..... Kathleen McPherson
- Finance and Audit Committee..... Kevin Thomas, Chair  
(Standing: no regularly assigned meeting time)..... Bob Wichert
- SJWD/SSWD Water Management/Re-organization Committee .... Kevin Thomas, Chair  
(Ad Hoc: no regularly assigned meeting time) ..... Craig Locke
- Employee Benefits Ad Hoc Committee ..... Dave Jones, Chair  
(Ad Hoc: no regularly assigned meeting time) ..... Kathleen McPherson

Ad Hoc General Manager Performance Review Committee ..... Kevin Thomas, Chair  
(Ad Hoc: no regularly assigned meeting time) ..... Dave Jones

Ad Hoc Water Banking and Transfer Committee ..... Bob Wichert  
(Ad Hoc: no regularly assigned meeting time) ..... Kevin Thomas

**Liaison Assignments**

ACWA/JPIA..... Kathleen McPherson  
..... Staff Position: Dan York

ACWA General Election Voting Delegate ..... Kathleen McPherson

ACWA Groundwater Committee ..... Dave Jones  
..... Kevin Thomas  
..... Craig Locke  
..... Kathleen McPherson  
..... Dan York

ACWA Water Quality Committee ..... Kathleen McPherson  
..... Dave Jones

ACWA Energy Committee ..... Kevin Thomas

ACWA Communications Committee..... Kevin Thomas

ACWA Legal Affairs Committee..... Ryan Bezerra

California Special Districts Association..... Kathleen McPherson  
..... Dave Jones

CSDA Transparency and Formation Expert Feedback Teams..... Kevin Thomas

CSDA Fiscal and Education Committees ..... Dave Jones

LAFCo Special District Advisory Committee ..... Kathleen McPherson

Regional Water Authority ..... Dave Jones  
..... Dan York

Regional Water Authority Executive Committee ..... Staff Rep: Dan York

Sacramento Groundwater Authority ..... Bob Wichert, Board Rep.  
..... Dan York, Staff Rep.  
..... Kevin Thomas, Alternate  
..... Craig Locke, Alternate  
..... Dave Jones, Alternate  
..... K. McPherson, Alternate

Sacramento Water Forum Successor Effort (12/16/19) ..... Staff Rep: Dan York  
 ..... Kevin Thomas  
 ..... Craig Locke, Alternate  
 ..... Bob Wichert, Alternate  
 ..... Dave Jones, Alternate

6. **McClellan Business Park Water Service Successor Agreement with Sacramento County**

Assistant General Manager Mike Huot (AGM Huot) presented the staff report and provided a history of the agreement.

Director Wichert moved to approve the staff recommendation, Director McPherson seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

7. **Sacramento LAFCo Election of Alternate Special District Commissioner**

GM York presented the staff report.

Director Wichert moved to vote for Michel Hanson from Arcade Creek Recreation and Park District, President Thomas seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

8. **General Manager Employment Agreement**

GM York presented the staff report.

Director Jones provided a brief summary of the report.

Director Jones moved to approve the staff recommendation; Director Wichert seconded. The motion passed by unanimous vote.

AYES:	Jones, McPherson, Thomas and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Locke.		

9. **State of the District Presentation**

GM York presented the staff report and PowerPoint presentation.

## **General Manager's Report**

### **10. General Manager's Report**

GM York presented the staff report.

a. *Del Paso Manor Water District Update*

GM York presented the staff report.

GM York answered clarifying questions.

b. *Grant of Easement and Right of Way at 5236 Manzanita Avenue*

GM York presented the staff report.

c. *Sacramento Region Collaboration Study Update*

GM York presented the staff report.

## **Assistant General Manager's Report**

### **11. Assistant General Manager's Report**

AGM Huot presented the staff report.

a. *Implementing the Strategic Plan*

AGM Huot presented the staff report.

Director Wichert suggested to minimize consultant work and increase staff involvement.

Director McPherson echoed Director Wichert's suggestion to minimize consultants.

## **Department/Staff Reports**

### **12. Financial Report**

A written report was provided.

a. *Financial Highlights – November 2019*

A written report was provided.

b. *Financial Statements – November 2019*

A written report was provided.

c. *Investments Outstanding and Activity – November 2019*

A written report was provided.

d. *Cash Expenditures – November 2019*

A written report was provided.

e. *Credit Card Expenditures – November 2019*  
A written report was provided.

f. *District Reserve Balances – November 2019*  
A written report was provided.

g. *Information Required by LOC Agreement*  
A written report was provided.

h. *Financial Markets Report - November 2019*  
A written report was provided.

13. **District Activity Report**

A written report was provided.

14. **Engineering Report**

A written report was provided.

a. *Major Capital Improvement Program (CIP) Projects*  
A written report was provided.

b. *Planning Documents*  
A written report was provided.

c. *Other*  
A written report was provided.

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

15. a. Regional Water Authority (President Jones)  
None.

Regional Water Authority Executive Committee (General Manager York)  
The agenda for the December 11, 2019 meeting was provided.

b. Sacramento Groundwater Authority (Director Thomas)  
The agenda for the December 12, 2019 meeting was provided.

c. Water Caucus Meeting (General Manager York)  
None.

d. Water Forum Successor Effort (General Manager York)  
None.

e. Other Reports – AB 1234

Director McPherson provided an oral report on the RWA webinar she attended on October 3, 2019, and the ACWA Fall Conference she attended December 2 through 5, 2019.

Director Jones provided an oral report on the RWA Board meeting that he attended on November 14, 2019.

Director Thomas provided an oral report on the meetings he had with the General Manager on October 30, 2019; November 6, 2019; November 19, 2019; November 27, 2019; the meeting he had with Director Wichert on November 7, 2019; the meeting he had with the Assistant General Manger on November 8, 2019; the meeting he had with Ted Costa on November 16, 2019; the AeroJet CAG meeting he attended on November 20, 2019; The Del Paso Manor Water District Board meeting he attended on December 3, 2019; the PPIC meeting he attended on December 5, 2019; the Auburn Dam Council meeting he attended on December 6, 2019 and the GM Contract meeting he attended on December 10, 2019.

### **Committee Reports**

16. a. Facilities and Operations Committee (Director Jones)  
None.
- b. Finance and Audit Committee (Director Wichert)  
None.
- c. San Juan Water District/Sacramento Suburban Water District Water Management/Re-Organization Committee (Director Jones)  
None.

### **Information Items**

17. **2019 Budget Reallocations**  
A written report was provided.

Director Wichert requested for further explanation in future budget reallocation reports.

18. **Legislative and Regulatory Update**  
A written report was provided.
19. **Upcoming Water Industry Events**  
A written report was provided.
20. **Upcoming Policy Review**  
A written report was provided.

- a. Training and Career Development Policy (PL – HR 004)

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

None.

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

The Board convened in Closed Session at 7:33 p.m. to discuss the following:

21. Conference with legal counsel – potential litigation; Government Code sections 54954.5(c) and 54956.9(a) and (d)(4); consideration of initiating litigation involving the State Water Resources Control Board’s proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.
22. Conference with real property negotiator involving the purchase, sale, lease or exchange of 5334 Walnut Avenue, Sacramento, CA. Dan York, District negotiator, will negotiate with Robert Jacobs. Instructions to the negotiator(s) may include price, terms of payment, or both. (See Government Code sections 54954.5(b) and 54956.8.)

**Return to Open Session**

The Board convened in Open Session at 8:01 p.m. There was no reportable action.

**Adjournment**

President Thomas adjourned the meeting at 8:02 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District