

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

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, September 21, 2020  
6:00 p.m.

**In accordance with the California Department of Public Health’s and the Governor’s Executive Orders N-29-20 and N-33-20, the District’s boardroom is closed and this meeting will take place solely by videoconference and teleconference. The public is invited to listen, observe, and provide comments during the meeting by either method provided below. The Chairperson will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.**

**For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:**

**Join the meeting from a computer, tablet or smartphone:**

<https://us02web.zoom.us/j/85294421281?pwd=ZWZqYUtiNnZ2dDhpcW5GSjdGRzJIUT09>

**Meeting ID:** 852 9442 1281

**Password:** 081062

**You can also dial in using your phone:** 1 (669) 900-6833

New to Zoom? Get the app now and be ready when your first meeting starts: <https://zoom.us/>  
Zoom uses encryption of data during Zoom meetings. The District uses a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

**Please mute your line.**

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 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**

### **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 Items for Discussion and/or Action.

1. Minutes of the August 17, 2020, Regular Board Meeting  
*Recommendation: Approve subject minutes.*
2. Resolution No. 20-10 Amending District Conflict of Interest Code  
*Recommendation: Approve subject resolution.*
3. Driver Record and Insurance Review Policy (PL - HR 006)  
*Recommendation: Approve subject policy with changes.*
4. Procurement Policy (PL - Fin 005)  
*Recommendation: Approve subject policy with changes.*
5. Public Works Contracting Policy (PL - Eng 002)  
*Recommendation: Approve subject policy with changes.*
6. Transmission Main Asset Management Plan  
*Recommendation: Approve the Updated Transmission Main Asset Management Plan.*

### Items for Discussion and/or Action

7. Sacramento Groundwater Authority/Sacramento County Groundwater Authority Presentation  
*Recommendation: Presentation by Jim Peifer, Executive Director of the Regional Water Authority.*
8. Regional Water Authority – Major Projects Management Subscription Program  
*Recommendation: Approve the Regional Water Authority’s Major Projects Management Subscription Program and authorize the General Manager to sign the program agreements, subject to legal review.*
9. Skip’s Music Rent Relief Request  
*Recommendation: Approve Skip’s Music request for rent relief due to COVID-19 effects on business.*
10. CalPERS Pension – Employer Paid Member Contribution  
*Recommendation: Continue paying the Employer Paid Member Contribution for employees in the 3% at age 60 and the 2% at age 55 pension plan.*
11. New Auditing Firm  
*Recommendation: Approve selection of Maze & Associates as the District’s independent auditor as recommended by the Finance and Audit Committee. Authorize the Finance and Audit Committee to execute a contract and engagement letter with Maze & Associates for the 2020 year-end audit.*
12. Exchange Inactive Well 12 for Property at Seely Park Adjacent to Well 7  
*Recommendation: Authorize the General Manager to execute necessary documents, including recording the deed with a certificate of acceptance and quitclaim deed, to exchange the SSWD’s inactive Well 12 and approximately 0.05 acres of land for approximately 0.2 acres of land owned by the Fulton El Camino Recreation Park District at Seely Park, subject to legal review.*
13. Fleet Asset Management Plan  
*Recommendation: Adopt the Fleet Asset Management Plan.*

### General Manager’s Report

14. General Manager’s Report
  - a. Health Resolution No. 20-08 Update
  - b. City of Sacramento Update

- c. Arden Park Vista Service Area
- d. Sacramento Area Council of Governments – Green Means Go Initiative Program
- e. Walnut Property Acquisition Update
- f. SSWD – County Change of Ownership

**Department/Staff Reports**

- 15. Financial Report
  - a. Financial Highlights – August 2020
  - b. Financial Statements – August 2020
  - c. Investments Outstanding and Activity – August 2020
  - d. Cash Expenditures – August 2020
  - e. Credit Card Expenditures – August 2020
  - f. District Reserve Balances – August 2020
  - g. Information Required by Bond Agreement
  - h. Financial Markets Report – August 2020
- 16. District Activity Report
- 17. Engineering Report
  - a. Major Capital Improvement Program (CIP) Projects
  - b. Planning Documents
  - c. Other

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

- 18. a. Regional Water Authority (Director Jones)  
Agenda for the September 10, 2020 meeting and September 16, 2020 Special Board Meeting.

Regional Water Authority Executive Committee (General Manager York)  
Agenda for the August 26, 2020 meeting.

- b. Sacramento Groundwater Authority (Director Wichert)  
None.
- c. Director Reports – AB 1234

**Committee Reports**

- 19. a. Facilities and Operations Committee (Director Jones)  
Draft minutes from the September 2, 2020 meeting.

**Information Items**

- 20. Correspondence received by the District
- 21. 2021 Budget Preparation Status Update
- 22. Legislative and Regulatory Update
- 23. Upcoming Water Industry Events
- 24. Upcoming Policy Review
  - a. Employment Rules and Procedures Policy (PL - HR 001)
  - b. Employee Performance Evaluation, Merit and COLA Policy (PL - HR 003)

**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.

**Adjournment**

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**Upcoming Meetings**

- Monday, Sept. 28, 2020, at 5:00 p.m., Ad Hoc Water Banking and Transfer Committee Meeting
- Monday, October 12, 2020, at 6:00 p.m., Special Board Workshop
- Monday, October 19, 2020, at 6:00 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the September 21, 2020, meeting of the Sacramento Suburban Water District Board of Directors was posted by September 18, 2020, 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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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District