

## **Minutes**

Sacramento Suburban Water District  
**Regular Board Meeting**  
Monday, April 19, 2021

### **Location:**

Video and Audio Conference Only at 1-669-900-6833, or Zoom at Meeting Id #854 3894 3993

### **Call to Order – Videoconference/Audioconference Meeting**

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

### **Roll Call**

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

Directors Absent: None.

Staff Present: Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Julie Nemitz, Greg Bundesen, Dave Morrow, David Armand, Todd Artrip, and Susan Schinnerer.

Public Present: Josh Horowitz, William Eubanks, and Paul Helliker.

### **Announcements**

Matt Underwood (Mr. Underwood) announced that General Manager Dan York was not attending the meeting do to his father's passing.

### **Pledge of Allegiance**

Mr. Underwood led the Pledge of Allegiance.

### **Public Comment**

None.

### **Consent Items**

1. **Minutes of the March 15, 2021, Regular Board Meeting**
2. **Resolution No. 21-03 Honoring Mark Madison on His Retirement**
3. **Policy Review - Improvement Standards and Technical Specifications Policy (PL - Eng 001)**
4. **Policy Review - Legislative Response Policy (PL - Adm 004)**

5. **Disposal of Surplus Real Property**

Director Thomas requested to pull Item 5 for further discussion.

Director Thomas moved to approve Consent Items 1 through 4; Director Locke seconded. The motion passed by unanimous vote.

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

Regarding Item 5, Director Thomas expressed that he would like to see additional information such as how large the properties are, and what was on them before being placed on a surplus list.

Dana Dean (Mr. Dean) expressed staff could provide further information on each property and bring the Item back to the May regular Board meeting. He also answered additional clarifying questions.

Josh Horowitz (Mr. Horowitz) answered clarifying questions about Quit Claim Deeds.

President Wichert tabled the Item until the May regular Board meeting.

**Items for Discussion and/or Action**

6. **Urban Water Management Plan – Request for Public Hearing on May 17, 2021**  
President Wichert introduced the Item.

Mr. Dean provided further clarification.

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

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

7. **Water Shortage Contingency Plan – Request for Public Hearing on May 17, 2021**  
Greg Bundesen (Mr. Bundesen) presented the staff report.

Director Thomas moved the staff recommendation; Director Jones seconded. The motion passed by unanimous vote.

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

8. **Memorandum of Understanding with Placer County Water Agency for the Option to Acquire up to 15 Million Gallons Per Day of Wheeling Capacity through the Cooperative Transmission Pipeline and Antelope Transmission Pipeline**

Mr. Dean presented the staff report and answered clarifying questions.

Director McPherson moved to approve the staff recommendation; Director Locke seconded.

Mr. Dean answered additional clarifying questions.

Director Thomas expressed he was not interested in selling any capacity, but would be interested in leasing it.

Director Locke requested further clarification on selling versus leasing capacity.

Mr. Dean expressed that the terms and details would be worked out as the agreement was drafted.

Director Locke additionally inquired what the benefit would be to offer the first right of refusal to Placer County Water Agency (PCWA).

Mr. Dean clarified that it was his understanding that unless and until PCWA purchases or leases 15mgd of wheeling capacity, they had first right of refusal in the District's selling or leasing of any water.

Further discussion ensued over clarification of the staff report.

President Wichert summarized that there was some confusion on if it was a sell or lease term, and if it would be a paid transaction. He expressed that if the Board wanted to vote the item down, than they could request for staff to bring the report back with further information in May.

Mr. Horowitz provided clarification to the Board on the staff report. He expressed that the agreement stated that it would be either a purchase or a lease, noting that it would be negotiated for the capacity of the cooperative transmission pipeline as well as the antelope transmission pipeline. He explained that the intention would be exclusively to provide PCWA water for new development in Roseville or Western Placer County. He added this was just the first steps to giving PCWA a right to negotiate an agreement.

William Eubanks expressed that if the Board was confused, they should include language into the agreement to make it more clear that the District was only interested in leasing capacity.

President Wichert called the question.

The motion failed by a 3/2 vote, Directors' Locke, Jones, and Thomas opposed.

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

President Wichert requested for staff to bring the Item back with further clarification.

9. **Monitoring of Perfluoroalkyl and Polyfluoroalkyl Substances**

President Wichert introduced the Item and inquired if the Board wanted to go through the presentation.

Director Locke expressed he was happy with the report that was presented at the committee regarding this Item. He thanked staff for a very thorough report and presentation.

Mr. Underwood answered clarifying questions.

**General Manager's Report**

10. **General Manager's Report**

Mr. Underwood presented the staff report.

- a. *Grant of Easement and Right of Way*  
A written report was provided.
- b. *2021 Water Transfer Program*  
A written report was provided.

**Department/Staff Reports**

11. **Financial Report**

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

Director McPherson requested to add a section on delinquent status updates to the Financial Report.

- a. *COVID-19 Financial Update*  
A written report was provided.
- b. *Cash Expenditures – March 2021*  
A written report was provided.
- c. *Purchase Card Expenditures – March 2021*  
A written report was provided.

- d. *Draft - Financial Statements – February 2021*  
A written report was provided.
- e. *Draft – Financial Highlights*  
A written report was provided.
- f. *Draft – Statements of Net Position*  
A written report was provided.
- g. *Draft – Statements of Revenues, Expenses, and Changes in Net Position*  
A written report was provided.
- h. *Budgets*  
A written report was provided.
- i. *Debt – February 2021*  
A written report was provided.
- j. *Investments Outstanding and Activity – February 2021*  
A written report was provided.
- k. *Draft - District Reserve Balances – February 2021*  
A written report was provided.
- l. *Information Required by LOC Agreement*  
A written report was provided.

12. **District Activity Report**

Mr. Underwood presented the staff report.

13. **Engineering Report**

Mr. Dean presented the staff report.

- 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)**

- 14. a. Regional Water Authority (Director Jones)  
The agendas for the March 11, 2021; and March 19, 2021 meetings were provided.

Regional Water Authority Executive Committee (General Manager York)  
The Agenda for the March 24, 2021 meeting was provided.

- b. Sacramento Groundwater Authority (Director Wichert)  
The Agenda for the April 8, 2021 meeting was provided.

President Wichert provided an oral report of the meeting.

- c. Director Reports – AB 1234  
A written report was provided.

Director Locke inquired about a 2x2 committee with Carmichael Water District (CWD).

President Wichert requested to bring an item to the May regular Board meeting for the Board to discuss adding a 2x2 committee with CWD. He expressed he would be interested in setting Director Locke and Director Thomas on that committee.

Director Thomas provided an oral report of the Del Paso Manor Water District Board meeting that he attended on March 2, 2021; the webinar on March 3, 2021 that he attended on Mountain and Groundwater; the Water Forum meeting he attended on March 8, 2021; the webinar he attended on March 10, 2021 on the North American Sub-basin Groundwater Sustainability; the meeting with the General Manager he had on March 12, 2021; the AeroJet CAG meeting he attended on March 17, 2021; the San Juan Water District Board meeting he attended on March 24, 2021; and the SGA meeting he attended on April 8, 2021.

### **Committee Reports**

- 15. a. Regulatory Compliance Committee Meeting (Director Wichert)  
Draft notes from the April 5, 2021 meeting were provided.
- b. Ad Hoc Employee Benefits Committee Meeting (Director McPherson)  
Director McPherson provided an oral report of the April 7, 2021 meeting.

Director Thomas expressed the Committee was reviewing the Employee Handbook and stated he would send a copy of it to Director Locke.

### **Information Items**

- 16. **Well Efficiency Testing Annual Report**  
Mr. Underwood presented the staff report.
- 17. **Correspondence received by the District**  
A written report was provided.

18. **Water Conservation Stage Declaration Update**

Mr. Bundesen presented the staff report.

Paul Helliker provided additional information about the surface water transfer with San Juan Water District.

19. **Sacramento Suburban Water District Goals – 2021 Update**

Mr. Underwood presented the staff report.

Director McPherson stated she would still like additional clarification on Goal 2.

20. **Upcoming Water Industry Events**

A written report was provided.

21. **Upcoming Policy Review**

A written report was provided.

a. Unclaimed Check Policy (PL - Fin 007)

b. Drug and Alcohol Program Policy (PL - HR 010)

c. Electronic Mail Management and Retention Policy (PL – IT 003)

**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 7:19 p.m. to discuss the following:

22. 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.

**Return to Open Session**

The Board convened in Open Session at 7:30 p.m. There was no reportable action.

**Adjournment**

President Wichert adjourned the meeting at 7:31 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District