

# **Agenda**

## **Sacramento Suburban Water District Financing Corporation Board Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, CA 95821

Monday, June 21, 2021  
5:45 p.m.

**This meeting will be conducted both in-person in the District’s Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.**

**Due to State guidelines on physical distancing in public gatherings, the Boardroom can accommodate a maximum occupancy of 16 members of the public at one time. Members of the public shall be admitted on a first-come basis with no reservations. When the occupancy maximum of 16 is reached, any remaining individuals will be directed to attend via video/teleconference remotely. Although the Boardroom will be setup to maintain required physical distancing, attendees must follow current State and County requirements. Prior to entry into the building, attendees will be asked to answer COVID-related health questions. Based on the answers, or if attendee refuses to answer questions, entry may be denied. Face masks are required to be worn at all times. Hand sanitizer and masks will be available at the entrance for attendees to use. Additionally, eating and drinking while in the building is prohibited, as it is not possible to maintain face coverings while eating and/or drinking.**

**The District recommends that members of the public participate in public meetings via videoconference and/or teleconference per the instructions below.**

**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/87494443673?pwd=bnQ4OXVTdTVlQm5XRfdTTGxwSWFzZz09>

**Meeting ID: 8740944403673**

**Password: 536982**

**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**

### **Roll Call**

### **Announcements**

### **Public Comment**

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. 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 member of the Board, 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 January 25, 2021 Financing Corporation Meeting  
*Recommendation: Approve subject minutes.*

**Items for Discussion and Action**

- 2. Appointment of Officers for 2021  
*Recommendation: Consider Changing the appointment of Vice President from Dana Dean to Matthew T. Underwood.*

**Adjournment**

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**Upcoming Meetings**

- Wednesday, June 28, 2021, at 3:30 p.m., Finance and Audit Committee Meeting
- Wednesday, July 7, 2021, at 3:00 p.m., Carmichael Water District/Sacramento Suburban Water District 2x2 Ad Hoc Committee Meeting
- Monday, July 19, 2021, at 6:00 p.m., Regular Board Meeting

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I certify that the foregoing agenda for the June 21, 2021 meeting of the Sacramento Suburban Water District Financing Corporation Board meeting was posted by June 16, 2021 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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Daniel R. York  
 President  
 Sacramento Suburban Water District  
 Financing Corporation

# Sacramento Suburban Water District Financing Corporation

## **Agenda Item: 1**

**Date:** June 21, 2021

**Subject:** Minutes of the January 25, 2021 Financing Corporation Meeting

**Staff Contact:** Dan York, General Manager

**Recommended Board Action:**

Approve the draft minutes of the January 25, 2021, Financing Corporation Meeting.

**Attachment:**

1 – Draft Minutes

## Minutes

Sacramento Suburban Water District  
**Financing Corporation Annual Board Meeting**  
Monday, January 25, 2021

**Location:**

Video and Audio Conference Only at 1-669-900-6833, or Zoom at Meeting Id #891 4603 8178

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

President Wichert called the meeting to order at 5:45 p.m.

**Roll Call**

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

Directors Absent: Kevin Thomas.

Staff Present: General Manager Dan York, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Matt Underwood, and Susan Schinnerer.

Public Present: William Eubanks, Alan Driscoll, Adam Coyan, Jennifer Hargrove, and Christina Lokke.

**Announcements**

None.

**Public Comment**

None.

**Consent Items**

1. **Minutes of the February 24, 2020 Financing Corporation Meeting**

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

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

**Items for Discussion and Action**

2. **Appointment of Officers for 2021**

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

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

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

3. **Chief Financial Officer’s Report**

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

General Manager Dan York introduced Susan Schinnerer, the District’s new Human Resources Administrator, as she was attending the meeting.

**Adjournment**

President Wichert adjourned the meeting at 5:56 p.m.

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Heather Hernandez-Fort  
Secretary, Sacramento Suburban Water District  
Financing Corporation

DRAFT

## Sacramento Suburban Water District Financing Corporation

### Agenda Item: 2

**Date:** June 21, 2021

**Subject:** Appointment of Officers for 2021

**Staff Contact:** Jeffery S. Ott, SSWD Financing Corporation Chief Financial Officer

**Recommended Board Action:**

Change the appointment of Vice President from Dana Dean to Matthew T. Underwood.

**Discussion:**

At the January 25, 2021 meeting of the Sacramento Suburban Water District Financing Corporation (Corporation), the following individuals were appointed as officers of the Corporation:

President:	Daniel R. York
Vice President:	Dana Dean
Secretary:	Heather A. Hernandez-Fort
Chief Financial Officer:	Jeffery S. Ott
Legal Counsel:	The firm of Bartkiewicz, Kronick & Shanahan, with Joshua Horowitz as legal counsel

With the promotion of Matthew T. Underwood to Assistant General Manager, staff recommends the appointment of Matthew T. Underwood as Corporate Vice President for the remainder of 2021.

**Fiscal Impact:**

None.