

# **Agenda**

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

3701 Marconi Avenue, Suite 100  
Sacramento, California 95821

Monday, May 16, 2016  
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.

**All or portions of this meeting will be conducted by teleconference in accordance with Government Code section 54953(b). The teleconference location for the meeting are as follows: 21753 Omeara Terrace, Apt. 407, Ashburn, Virginia 20147; telephone number (916) 712-4481. Each teleconference location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.**

### **Call to Order**

### **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 April 18, 2016 Regular Board Meeting  
*Recommendation: Approve subject minutes.*
2. Minutes of the April 25, 2016 Special Board Meeting  
*Recommendation: Approve subject minutes.*
3. Information Technology/Disaster Recovery Policy (PL – IT 004)  
*Recommendation: Adopt subject policy.*
4. Purchasing Card Policy (PL – Fin 006)  
*Recommendation: Adopt subject policy.*
5. Amendment to Resolution No. 16-10 Calling for the November 8, 2016 District Election  
*Recommendation: Adopt Modified Resolution.*

#### **Items for Discussion and Action**

6. Resolution No. 16-12 Honoring Sarita C. Cross on Her Retirement  
*Recommendation: Adopt subject resolution.*
7. 3305 Edison Avenue – Service Line Installation and Material Dispute  
*Receive written staff report and direct staff as appropriate.*
8. 2015 Urban Water Management Plan - Public Hearing  
*Receive written staff report and direct staff as appropriate.*
9. Minutes of the April 1, 2016 Special Board Meeting  
*Recommendation: Approve subject minutes.*
10. Amendment No. 2 to the Groundwater Stabilization Agreement Between PCWA and SSWD  
*Receive written staff report and direct staff as appropriate.*
11. 2016 Water Conservation Program and Stage Declaration  
*Receive written staff report and direct staff as appropriate.*

#### **Information Items**

12. Water Conservation and Regional Water Efficiency Program Report
  - a. Drought Report
  - b. Summary of Activities During April 2016

- c. Water Conservation Program and Results
  - d. Upcoming Events
- 13. District Activity Report
  - a. Water Operations and Exceptions Report
  - b. Customer Service Report
  - c. Community Outreach Report
- 14. Engineering Report
  - a. Major Capital Improvement Projects
  - b. County and City Projects/Coordination
  - c. McClellan Business Park
  - d. Groundwater Quality Projects
  - e. Developer Projects
  - f. Planning Studies
  - g. Other
- 15. Financial Report
  - a. Draft Financial Statements – April 2016
  - b. Draft Investments Outstanding and Activity – April 2016
  - c. Draft Cash Expenditures – April 2016
  - d. Draft Credit Card Expenditures – April 2016
  - e. Draft Directors Compensation and Expense Accounting – Through April 2016
  - f. Draft Market Report Yields – January 2010 through April 2016
  - g. Draft District Reserve Balances – April 2016

- h. Information Required by Bond Agreement
- 16. Web Site Improvement
- 17. Biannual Groundwater Elevations Report
- 18. 2015 Nitrate Monitoring Data Inquiry
- 19. General Manager's Report
  - a. Acquisition of Property on Antelope North Road Status
  - b. Update on McClellan Business Park Contract
  - c. Long Term Warren Act Contact Update
  - d. Water System Permit Fees
  - e. Sustainable Groundwater Management Act (SGMA) Emergency Regulations
- 20. Upcoming Policy Review
  - a. Employee Recruitment, Hiring and Promotion Policy (PL - HR 009)
  - b. Director Sexual Harassment Prevention Training Policy (PL – BOD 005)
  - c. Discrimination and Harassment Training Policy (PL – HR 012)
- 21. Legislative and Regulatory Update
- 22. Upcoming Water Industry Events

**Committee Reports**

- 23. a. Facilities and Operations Committee (Director Locke)  
No report.
- b. Finance and Audit Committee (Director Thomas)  
No report.
- c. Government Affairs Committee (Director Locke)  
No report.

- d. Ad Hoc Water Banking and Transfer Committee (Director Wichert)  
No report.

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

- 24. a. Regional Water Authority (Director Thomas)  
Agenda from the May 12, 2016 Meeting.

Regional Water Authority Executive Committee (General Manager Roscoe)  
Agenda from the April 27, 2016 Meeting.

- b. Sacramento Groundwater Authority (Director Schild)  
No report.

- c. Water Forum Successor Effort (General Manager Roscoe)  
No report.

Carryover Storage Working Group Meetings  
No report.

Water Forum Dry Year Conference Meeting  
No report.

Water Caucus Meeting  
Agenda from the May 11, 2016 Meeting.

- d. Other Reports

**Miscellaneous Correspondence and General Information**

- 25. Correspondence received by the District

- 26. General Information

**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)**

- 27. Public Employee Performance Evaluation Involving the General Manager  
Under Government Code Section 54954.5(e) and 54957

**Adjournment**

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**Upcoming Meetings**

Thursday, May 26, 2016 at 10:00 a.m.; Finance and Audit Committee Meeting  
Monday, June 20, 2016 at 6:30 p.m., Regular Board Meeting  
Thursday, June 23, 2016 at 4:00 p.m., Facilities and Operations Committee Meeting

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I certify that the foregoing agenda for the May 16, 2016 meeting of the Sacramento Suburban Water District Board of Directors was posted by May 12, 2016 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