

## **Minutes**

### **Sacramento Suburban Water District Regular Board Meeting Monday, May 21, 2018**

#### **Call to Order**

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

#### **Pledge of Allegiance**

President Locke led the Pledge of Allegiance.

#### **Roll Call**

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

Directors Absent: None.

Staff Present: General Manager Dan York, Finance Director Dan Bills, Heather Hernandez-Fort, Dana Dean, Matt Underwood, Jim Arenz, David Morrow, Annette O’Leary, Shawn Chaney, Kyle Jividen, Hannah Dunrud, Todd Artrip, Joe Crocket, Hector Segoviano, Lynne Yost and Michelle Hirt.

Public Present: William Eubanks, Todd Sax, Jim DeHart, Marti Ikehara, Avery Wiseman, Rafael Polanco, Jay Boatwright, Shelly Artrip, Frederick Gayle, Arlis Schild and several members of Neil Schild’s family.

#### **Announcements**

General Manager Dan York (GM York) announced:

- A 2x2 Ad Hoc Committee meeting was scheduled for Wednesday, May 23, 2018;
- There are 8 interested candidates for the vacant Division 2 Director position;
- The Directors were awarded with a Creek Week 2018 Platinum Sponsor Appreciation Award and mugs that were distributed at the dais, and;
- There was no need for a Closed Session at the conclusion of the meeting, as no new information had been provided.

#### **Public Comment**

Frederick Gayle (Mr. Gayle) inquired if the Sacramento Metropolitan Fire District paid for their water use.

GM York expressed the fire district is a customer of the District, and they are billed accordingly.

Mr. Gayle noted he would like to see billing records.

GM York noted that the only exclusion from billing with the fire district would be water use from fire hydrants utilized for firefighting purposes, as the District does not charge for health and safety use.

Director Wichert requested for staff to research if there was language in a current policy regarding fire hydrant exemptions.

**Consent Items**

1. **Minutes of the April 23, 2018 Special Board Meeting**
2. **Director Sexual Harassment Prevention Training Policy (PL – BOD 005)**
3. **Discrimination and Harassment Prevention Policy (PL – HR 012)**
4. **Information Technology/Disaster Recovery Policy (PL – IT 004)**

William Eubanks (Mr. Eubanks) expressed he had a difficult time establishing an online account.

GM York expressed he would have staff look into that issue for him.

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

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

**Items for Discussion and/or Action**

5. **Resolution No. 18-08 A Resolution of the Board of Directors of the Sacramento Suburban Water District in Recognition of Neil W. Schild**

GM York presented the staff report.

Director Thomas moved to approve the Resolution; Director Wichert seconded. The motion passed by unanimous vote.

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

President Locke presented the Resolution to Neil Schild’s family.

The Directors, GM York and Dan Bills (Mr. Bills) each expressed their sentiments for Neil Schild.

6. **Board Vacancy Status**

GM York presented the staff report noting that a meeting was scheduled for May 30, 2018.

Mr. Eubanks withdrew his comment.

Director Wichert expressed each candidate should be invited to the meeting on May 30<sup>th</sup> and be given a period of time to present why they believe they should be chosen and what would make them a good Director. He noted they could present what their interest was in being a District Board Member, their commitment level, what their experience was and why they should be selected.

Director Jones echoed Director Wichert adding that the Directors could select a few candidates from the first meeting, and hold a second interview.

Director Thomas suggested to give them each 15 minutes; 10 minutes of statement and 5 minutes of interaction.

GM York inquired if the Board would like a scoring matrix.

The Board declined.

President Locke directed staff to schedule 15 minute interviews for the May 30, 2018 meeting. The candidates will be given 10 minutes to present their qualifications and 5 minutes for questions and answers.

Director Jones noted if a candidate could not make the May 30<sup>th</sup> meeting, that they could submit something in writing that staff could read at the meeting.

President Locke noted a candidate could also call in if needed.

President Locke expressed there would be a follow up closed session meeting after the May 30, 2018 meeting to deliberate, then a final meeting to announce who they selected.

President Locke explained Item 8 would be presented before Item 7, as there were hourly staff in the audience for Item 8.

8. **American Water Works Association Competitions Presentation**

Matt Underwood (Mr. Underwood) presented the staff report and PowerPoint Presentation.

Mr. Eubanks inquired if there was a monetary award from the District for those staff members that participated in the competition.

Mr. Underwood noted jackets were provided to those who participated, but no monetary award.

7. **Antelope Transmission Pipeline Recharge and Disinfection Process**

Mr. Underwood presented the staff report and PowerPoint Presentation.

Director Wichert inquired what steps were being taken to prevent any future occurrences.

Mr. Underwood noted staff was taking all necessary precautions within their control, noting that they were also moving forward with a corrosion control program.

Director Wichert inquired about some additional details with the process.

Mr. Eubanks inquired about the status of the forensic analysis report.

Dana Dean (Mr. Dean) noted the report was final and could be provided at any time.

Director Wichert expressed the report was not as revealing as he had hoped, noting that the report led you to believe that the environment was the cause for the failure to the bolts. He further recommended that staff contact the forensic analysis company to request a recommendation from them.

Staff noted the report would be provided at the June 2018 regular Board meeting.

9. **Series 2018A Revenue Refunding Bond Sale Results**

Mr. Bills presented the staff report and PowerPoint presentation noting the bond sale went better than expected and that closing is scheduled to occur on May 30, 2018.

**General Manager's Report**

10. **General Manager's Report**

GM York presented the staff report.

a. *Assistant General Manager Recruitment*  
A written report was provided.

b. *Long Term Warren Act Contract Update*  
A written report was provided.

c. *2018 Water Transfer Program*  
A written report was provided.

d. *McClellan Business Park Successor Agreement Update*  
A written report was provided.

- e. *Succession Planning and Organization Chart Review*  
A written report was provided.
- f. *Grant of Easement and Right of Way at 3636 Edison Avenue*  
A written report was provided.

Director Wichert expressed he believed that any transfers to the City of Sacramento should be charged at the rate that they charge the District for water.

GM York noted the transfers were to be repaid drop-for-drop.

Director Wichert inquired if they were going to be lowering their rates and expressed concern that the District does not recover its full cost of delivery if we accept repayment at a drop-for-drop rate.

GM York expressed they were currently reviewing their costs and that staff has been working with them on establishing lower wholesale rates.

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

- 11. a. Regional Water Authority (Director Wichert)  
The agenda from the May 3, 2018 Meeting was provided.  
  
Regional Water Authority Executive Committee (General Manager York)  
The agenda from the April 25, 2018 Meeting was provided.
- b. Sacramento Groundwater Authority (Director Thomas)  
The agenda from the April 12, 2018 Meeting was provided.
- c. Water Caucus Meeting (General Manager York)  
No report.
- d. Water Forum Successor Effort (General Manager York)  
The agenda from the April 12, 2018 Meeting was provided.
- e. Other Reports

Director Thomas provided oral reports regarding his meeting with the General Manager on April 20, 2018; the ACWA Conference that he attended May 8 – 10, 2018; and his meeting with the General Manager on May 15, 2018.

President Locke provided oral reports on the meetings he had with the General Manager on January 2, 2018, January 4, 2018, January 17, 2018, January 23, 2018, February 7, 2018 and February 22, 2018. He provided an oral report on the meeting he had with Director Hanneman from SJWD on January 13, 2018; and the ACWA Webinar on February 21, 2018.

Director Jones provided oral reports on the creek week event that he attended on April 14, 2018; the Del Paso Manor Water District Board Meeting that he attended on May 3, 2018; and the ACWA Conference that he attended May 8 – 10, 2018.

Director Wichert provided an oral report on the meeting that he had with the General Manager on May 14, 2018.

### **Committee Reports**

12. a. Facilities and Operations Committee (Director Jones)  
No report.
- b. Finance and Audit Committee (Director Thomas)  
No report.

### **Information Items**

13. **Biannual Groundwater Elevations Report**  
A written report was provided.
14. **Legislative and Regulatory Update**  
A written report was provided.
15. **ACWA/JPIA Liability, Property and Workers' Compensation Risk Assessment**  
A written report was provided.  
  
GM York noted that Scott Wood with ACWA/JPIA passed away.
16. **Upcoming Water Industry Events**  
A written report was provided.
17. **CEQA Exemptions for Miscellaneous Water Facility Projects**  
A written report was provided.
18. **Upcoming Policy Review**  
A written report was provided.
  - a. Budget Policy (PL – Fin 012)  
A written report was provided, Director comments are due by June 4, 2018.
  - b. Workplace Violence Policy (PL – HR 013)  
A written report was provided, Director comments are due by June 4, 2018.

## Department/Staff Reports

### 19. **Financial Report**

A written report was provided.

*a. Financial Statements – April 2018*

A written report was provided.

*b. Cash Expenditures – April 2018*

A written report was provided.

*c. Credit Card Expenditures – April 2018*

A written report was provided.

*d. District Reserve Balances – April 2018*

A written report was provided.

*e. Information Required by Bond Agreement*

A written report was provided.

### 20. **District Activity Report**

A written report was provided.

President Locke noted he would like to see higher numbers from the preventive maintenance program.

*a. Water Operations and Exceptions Report*

A written report was provided.

*b. Water Quality Report*

A written report was provided.

*c. Water Conservation and Regional Water Efficiency Program Report*

A written report was provided.

*d. Customer Service Report*

A written report was provided.

*e. Community Outreach Report*

A written report was provided.

### 21. **Engineering Report**

A written report was provided.

*a. Major Capital Improvement Projects*

A written report was provided.

b. Other

A written report was provided.

Director Jones inquired if there was a paving partnership with Sacramento County for the Edison Meadows project.

Mr. Dean expressed staff was working with them on the topic of paving.

**Miscellaneous Correspondence and General Information**

22. Miscellaneous correspondence received by the District was provided.

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

Director Wichert requested for an update on current litigations.

GM York noted it would be added to the June 2018 Agenda.

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

The Board did not convene in closed session regarding the following:

23. 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.

**Adjournment**

President Locke adjourned the meeting at 7:55 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District