



**District Attendees**

Chris Petersen	Board Vice President
Randy Marx	Board Member
Mark Dolby	Board Member
Misha Sarkovich	Board Member
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager
Nick Kepler	Operations Superintendent
Rebecca Simon	Human Resource Administrator

**Other Attendees**

Paul Helliker	SJWD General Manager
George Babcock	Visiting Customer

**Absent**

Michael McRae	Board President
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**AGENDA ITEMS**

**I. CALL TO ORDER**

- Vice President Petersen called the meeting to order at 6:31 p.m.

**II. PUBLIC COMMENT**

- SJWD General Manager Helliker inquired about when to expect receipt of the RWA Voluntary Agreement.
- General Manager Gray responded he was under the impression he had already received it.
- SJWD General Manager Helliker stated SJWD sent a public records request to FOWD on September 5, 2023, regarding the research study but no response has been received.
- General Manager Gray stated he responded immediately, within the hour of receiving such request.
- SJWD General Manager Helliker stated SJWD received a Notice of Potential Litigation on September 13, 2023; but has not yet been served with the Complaint.
- General Manager Gray stated that the FOWD does not discuss ongoing litigation.
- General Manager Gray stated Board President McRae provided notice of non-attendance to staff; he is out of town.

### **III. CONSENT CALENDAR**

The following consent calendar items were considered and acted upon as follows:

1. Approval of Minutes
  - a. Regular Board Meeting of August 21, 2023
2. Accept and File Treasurer's Report for the month of August 2023
  - Vice President Petersen inquired about large expenses found on page 1 and 2.
  - General Manager Gray explained these are ongoing costs for meters and automatic meter readings (AMR)—devices used to pick up meter reads. He also stated there is a policy in place pertaining to testing and replacement of this equipment.
  - Operations Manager Huckaby stated that the AMR devices have a 10-15 year warranty.
  - Vice President Petersen asked about service upgrades for TAK Construction.
  - General Manager Gray explained that this is a current vendor used to complete upgrade work.
  - Vice President Petersen asked about the Regional Support/Annual Dues for RWA and why there are two expense line items.
  - General Manager Gray explained that there is routine RWA annual dues and participation in RWA programs, i.e. water efficiency.
3. Accept and File Investment Report (none)
4. Accept and File Financial Expense Report for the month of August 2023
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of August 2023
7. Approval of Board Expense Report for the month of August 2023

Director Marx moved to approve the consent calendar as presented.

Director Sarkovich seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, Petersen – aye, and Sarkovich – aye.

Absent: McRae

### **IV. PRESENTATIONS AND CORRESPONDENCE**

1. None.

## **V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS**

### **1. Update and discussion on FOWD Groundwater Well Projects**

- General Manager Gray reported that there are no updates on the New York Well, but it is on his priority list. Northridge Well has taken more time than anticipated. He provided an update on the wells, grant, and agreement on Northridge Well.
- Technical Services Manager Siebensohn provided an update on the Skyway Well. He reported that testing and operations are looking great, and the project is currently working on programming. A DDW (Division of Drinking Water) onsite inspection also took place, and FOWD is currently waiting for the operation permit.
- General Manager Gray noted that FOWD is not allowed to use the Skyway Well for its customers until the permit has been granted.
- General Manager Gray stated that projects are being prioritized and provided an overview of expectations. He also mentioned that piping materials have already been purchased for the New York Avenue Project.
- Visiting Customer Babcock inquired about the quality test process.
- General Manager Gray provided an explanation.
- Director Sarkovich inquired about the next steps for New York Well.
- General Manager Gray explained that New York Well is one of the top three priorities on his list. FOWD is currently looking at lead times and planning on purchasing materials for the New York Well, specifically motors because it takes at least a year to receive a motor or a pump.
- Director Sarkovich asked about the next step for the Northridge Well and when FOWD should expect to receive the grant and agreement.
- General Manager Gray stated that the Board already approved the execution of the contract and RWA has provided the greenlight to do the work.
- Vice President Petersen inquired if the motors were VFDs.
- General Manager Gray responded that the new motors are Variable Frequency Drive (VFD) controlled. FOWD has recently experienced failures on VFD controlled motors. He will report back to the Board on the life expectancy of the VFD controlled motors.
- Director Sarkovich inquired if FOWD had plans to hire a firm to design the Northridge Well.
- General Manager Gray responded it will be put out for bid. He also stated that FOWD can still make its Voluntary Agreement water commitment without this project.

### **2. Update and discussion on the SJWD Wholesale Master Plan Project**

- General Manager Gray stated that this has been a priority for FOWD. In collaboration with Citrus Heights Water District (CHWD), extensive comments

were submitted to SJWD in May. SJWD has yet to complete addressing the submitted comments. A new draft is expected to be received by the end of September 2023.

### **3. Update and discussion on the Sacramento Regional Water Bank**

- General Manager Gray noted an updated report is included in the Board Packet.
- Director Sarkovich inquired about the benefits of having a federally recognized water bank.
- Director Marx responded that the benefits consist of water accounting frameworks and water interaction—a bank for water; it facilitates water transfers.
- The Board of Directors and SJWD General Manager Helliker provided opinions and information regarding this topic.

### **4. Update and discussion on the recruitment to fill open positions at the FOWD**

- Human Resource Administrator Simon provided an update and mentioned there is a candidate for the Engineering position, an interview has yet to be scheduled. She also noted there are twenty (20) applicants for the Assistant General Manager (AGM) position. The recruitment firm will review those applications and provide an update. A meeting has been set to meet with the recruitment firm.
- General Manager Gray noted that he has invited Director Petersen to join the panel interview for the AGM position taking place October 3, 2023.

### **5. Report back and discussion on 2023 paving expenses**

- A full report was provided in the Board Packet.
- Operations Manager Huckaby provided an overview regarding paving expenses.
- General Manager Gray stated that in 2023 the County of Encroachment Division Supervisor began a more aggressive pavement restoration standard that seems to require more paving than the approved County of Sacramento policy. This has dramatically increased the FOWD's 2023 costs. FOWD has worked with Supervisor Desmond's office and requested a meeting with Sacramento County to discuss the new implemented standard. The FOWD will invite other water districts to participate.
- General Manager Gray will provide an update after the meeting with the County of Sacramento.

## **VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS**

### **1. Discussion on FOWD Water Supply for the month of August 2023**

- Technical Services Manager Siebensohn provided a summary of the water supply report.

**2. Discussion and possible action on additional funding for 2023 expenses**

- Finance Manager Ha-Ly recommended the Board to authorize General Manager Gray to transfer \$67,228.19 from reserves to cover the remaining 2023 expenses. She provided a summary for each project and reasoning for the requested amount.

Director Marx moved to approve additional funding for the remaining 2023 expenses as presented.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, Petersen – aye, and Sarkovich – aye.

Absent: McRae

**3. Discussion on improvements to the “Old Board Room” located at 10317 Fair Oaks Boulevard**

- Operations Superintendent Kepler provided an overview on the need to improve the old Board room. Staff opted not to renew the lease for the portable building in favor of upgrading the old Board room. Additional funding was requested to complete upgrades. A list of requested upgrades was provided to the Board of Directors.
- Note: Board approval reflected on VI.2.

**4. Discussion on proposed SMUD rate increases totaling 11.5% over two years (2024-2025)**

- Informational item only for consideration in 2024 budgeting.

**5. Discussion and possible action on an updated FOWD Policy 3060: Minutes of Board Meetings**

- General Manager Gray stated the updated policy reflects current business practice at the FOWD.

Director Sarkovich moved to approve the proposed updated Policy 3060 as presented.

Director Marx seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, Petersen – aye, and Sarkovich – aye.

Absent: McRae

**VII. UPCOMING EVENTS**

**1. SGA 25<sup>th</sup> Anniversary Event / September 21 / Sacramento**

- Information Only.

**2. RWA Media Event / September 25 / Sacramento**

- Information Only.

3. **SJWD Board Meeting / September 27 / SJWD Office**
  - Information Only.
4. **2023 ACWA Fall Conference / November 28-30 / Indian Wells**
  - Information Only.

## **VIII. REPRESENTATIVE REPORTS**

1. **Sacramento Groundwater Authority (SGA)**
  - There was no meeting.
2. **Regional Water Authority (RWA)**
  - General Manager Gray provided an overview.
3. **Sacramento Water Forum**
  - None.
4. **Other**
  - None.

## **IX. DIRECTORS' REPORTS & COMMENTS**

1. **Budget Committee – (Sarkovich, Dolby)**
  - 2024 Budget is a work in progress and on schedule. A meeting will be set once the budget is completed.
2. **Technical Advisory Committee – (Marx, Petersen)**
  - A meeting will be set when the SJWD Wholesale Plan is received.
3. **Capital Improvement Committee – (Sarkovich, Dolby)**
  - None.
4. **Personnel Committee – (McRae, Petersen)**
  - None.
5. **Public Relations Committee – (McRae, Dolby)**
  - None.
6. **FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)**
  - None.

## **X. GENERAL MANAGER'S REPORT**

1. **Maintenance Work Report**
  - Report provided.

**2. Capital Projects Status Report**

- Report provided.

**3. Authorizations of Additional Funding**

- Report provided.

**4. Water Transfer Status Report**

- None.

**5. Claims Against District**

- Report provided.

**6. Employee Update**

- None.

**7. Water Issues – Update on Regional Involvement**

- None.

**8. Other**

- None.

**XI. PUBLIC COMMENT**

- None.

Board Vice President Petersen closed the open session meeting at 8:23 p.m.

Board Vice President Petersen opened the closed session meeting at 8:30 p.m.

**XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956**

1. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) – two cases

Board Vice President Petersen closed the closed session meeting at 10:08 p.m.

**XIII. REPORT FROM CLOSED SESSION**

- None.

**XIV. PUBLIC COMMENT**

- None.

**XV. ADJOURNMENT**

With no further business to come before the Board, Board Vice President Petersen adjourned the meeting at 10:08 p.m.

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The Board approved the preceding minutes on October 16, 2023



Tom R. Gray  
General Manager/Board Secretary

11-22-2023

Date