



District Attendees

Michael McRae	President
Chris Petersen	Vice President
Randy Marx	Board Member
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager
Rebecca Simon	Human Resource Administrator

Other Attendees

Paul Helliker	SJWD General Manager
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Absent

Mark Dolby	Board Member
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AGENDA ITEMS

I. CALL TO ORDER

- President McRae called the meeting to order at 6:33 p.m.

II. PUBLIC COMMENT

- SJWD General Manager Helliker stated he would like to set a date in January for all the managers to meet.

III. CONSENT CALENDAR

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

1. Approval of Minutes
 - a. Regular Board Meeting of November 20, 2023
2. Accept and File Treasurer's Report for the month of November 2023
3. Accept and File Investment Report (none)
4. Accept and File Financial Expense Report for the month of November 2023
5. Approval of Warrants

6. Approval of Cal-Card Statements for the month of November 2023
7. Approval of Board Expense Report for the month of November 2023
 - President McRae inquired if all the Skyway Well invoices have been paid.
 - General Manager Gray stated only the retention amount is outstanding.

President McRae moved to approve the consent calendar.

Director Marx seconded the motion.

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

Absent: Director Dolby

IV. PRESENTATIONS AND CORRESPONDENCE

- 1. Presentation on the California Water Efficiency Partnership Program “Making Conservation a California Way of Life” by Director Sarkovich**
 - Director Sarkovich provided an overview of the ACWA Conference and the California Water Efficiency Partnership Program.
 - Staff to provide information on the formula used to determine the water conservation percentage for each water agency. FOWD’s percentage seems higher than nearby water districts. Guidelines have recently been updated.
- 2. FOWD awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for the twenty-second consecutive year**
 - Information only.

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

- 1. Update and discussion on the recruitment to fill open positions at the FOWD**
 - General Manager Gray stated that FOWD promoted a supervisor and hired an Engineer that will start on January 22, 2024. He reported that staff will repost the Assistant General Manager after first of the year.
- 2. Update and discussion on the proposed SJWD Wholesale rate structure**
 - President McRae stated that SJWD reduced the fixed rate from 88% to 83%.
 - SJWD General Manager Helliker discussed SJWD’s adopted rate schedule and that it was adjusted based on their last ten-year demand.
- 3. Discussion and possible action on the 2024 FOWD Proposed Annual Budget**
 - President McRae suggested deferring capital projects as the 2024 Annual Budget included a significant amount of capital projects.
 - General Manager Gray stated some of the capital projects have already started, equipment was purchased, and other projects involved grant funding.

- Director Marx stated FOWD can start analyzing any new capital projects going forward.
- Director Sarkovich stated he would like to have the Regional Rate Comparison in the 2024 Annual Budget.

Director Sarkovich moved to approve the FOWD 2024 Annual Budget as amended to include the Regional Rate Comparison.

Director Marx seconded the motion.

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

Absent: Director Dolby

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion on FOWD Water Supply for the month of November 2023

- Technical Services Manager Siebensohn provided a summary of the water supply report. Skyway Well has been included in the report and graphs.

2. Discussion and possible action on the selection of a Board President and Vice President for 2024

Director Sarkovich moved to appoint Director Petersen as Board President and Director Dolby as Board Vice President.

Director Marx seconded the motion.

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

Absent: Director Dolby

3. Discussion and possible action on the 2024 Salary Ranges for all Board approved positions

Director Sarkovich moved to approve the 2024 Salary Ranges.

Director Marx seconded the motion.

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

Absent: Director Dolby

4. Update and discussion on FOWD’s Annual Financial Risk Assessment

- Information provided to the Board.

5. Discussion and possible action on auditor renewal for the 2023 year-end financial audit

Director Sarkovich moved to approve JJACPA, Inc. to perform FOWD's 2023 financial audits.

Director Marx seconded the motion.

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

Absent: Director Dolby

6. Discussion and possible action on FOWD Policy No. 5070: “Investment of District Funds”

- No action taken.

7. Discussion and possible action on additional funding for 2023 expenses

- Finance Manager Ha-Ly recommended the Board to authorize General Manager Gray to transfer \$9,600 from reserves to cover the remaining 2023 expenses. She provided a summary for each project and reasoning for the requested amount.

President McRae moved to approve additional funding for the remaining 2023 expenses as presented.

Director Sarkovich seconded the motion.

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

Absent: Director Dolby

VII. UPCOMING EVENTS

1. None.

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)

- Information Only.

2. Regional Water Authority (RWA)

- None.

3. Sacramento Water Forum

- None.

4. **Other**
 - None.

IX. DIRECTORS' REPORTS & COMMENTS

1. **Budget Committee – (Sarkovich, Dolby)**
 - None.
2. **Technical Advisory Committee – (Marx, Petersen)**
 - None.
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.

President McRae closed the open session meeting at 7:56 p.m.

President McRae opened the closed session meeting at 8:07 p.m.

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954, 54956 AND 54957

1. Conference with legal counsel on existing litigation; Government Code sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District; Sacramento Superior Court Case No. 23WM000080.
2. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) – one case
3. Public Employee Performance Evaluation Involving the General Manager; Government Code Sections 54954.5(e) and 54957

President McRae closed the closed session meeting at 10:12 p.m.

President McRae reopened the meeting to the public at 10:12 p.m.

XIII. REPORT FROM CLOSED SESSION

- None.

XIV. PUBLIC COMMENT

- None.

XV. ADJOURNMENT

With no further business to come before the Board, President McRae adjourned the meeting at 10:12 p.m.

The Board approved the preceding minutes on January 16, 2024



Tom R. Gray
General Manager/Board Secretary

01-22-2024

Date