



District Attendees

Chris Petersen	Vice President
Randy Marx	Board Member
Mark Dolby	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

Other Attendees

George Babcock	Visiting Customer
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Absent

Michael McRae	President
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AGENDA ITEMS

I. CALL TO ORDER

- Vice President Petersen called the meeting to order at 6:34 p.m.

II. PUBLIC COMMENT

- Visiting Customer Babcock stated he will not be present at the next Board meeting.

III. CONSENT CALENDAR

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

1. Approval of Minutes

a. Regular Board Meeting of October 16, 2023

- Vice President Petersen noted that he was not running the meeting and it should be adjusted to reflect President McRae on the last page of the Minutes.
- Finance Manager Ha-Ly stated the Minutes will be revised accordingly.

2. Accept and File Treasurer's Report for the month of October 2023

- Vice President Petersen inquired about the arrangement FOWD has with the

recruiting agency, Bob Murray & Associates, given that no recruitment has taken place and there is an expense listed on page 1 of 3.

- General Manager Gray explained Bob Murray & Associates were paid approximately fifty percent (50%) of the total agreed amount. The remaining balance will be paid once FOWD hires a candidate. They will conduct a new recruitment process at no additional cost. However, FOWD will have additional expenses for job posting.
3. Accept and File Investment Report for the months of September and October 2023
 4. Accept and File Financial Expense Report for the month of October 2023
 5. Approval of Warrants
 6. Approval of Cal-Card Statements for the month of October 2023
 7. Approval of Board Expense Report for the month of October 2023

Director Sarkovich moved to approve the consent calendar as amended.

Director Dolby seconded the motion.

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

Absent: President McRae

IV. PRESENTATIONS AND CORRESPONDENCE

- 1. Correspondence from the City of Sacramento and Placer County Water Agency dated November 13, 2023, related to the RiverArc Project**
 - General Manager Gray provided an overview of the project.
 - Director Sarkovich stated he read the article and there was nothing indicating more water supply.
 - Director Petersen inquired about the \$5.1 million dollars. The RiverArc Project is much more than that.
 - General Manager Gray suggested he could have a presentation arranged to discuss this in more detail.
 - The Board indicated they would like to remain neutral at this time.
 - Visiting Customer Babcock inquired about this resource and stated that there may be some benefit.
- 2. Correspondence from the County Clerk/Recorder's office dated October 31, 2023, related to the merging of offices**
 - Information only. The County Clerk/Recorder's office is consolidating and relocating two of its three offices by December 2023.

- 3. Correspondence from the California Special District Association dated November 10, 2023, related to training opportunities**
 - Information only. Training for Board members and certifications are available.
- 4. Correspondence from Waste Management related to rate increase effective November 1, 2023**
 - Information only.
 - Discussion between the Board members and General Manager Gray about water rate increases.
 - Director Petersen, Director Sarkovich, General Manager Gray and Visiting Customer Babcock discussed the idea of posting and/or producing a newsletter that includes a side-by-side rate comparison with nearby water districts.
 - The Board of Directors directed General Manager Gray to create a holiday newsletter highlighting 2023 events and plans for 2024. FOWD will continue to have the lowest rates in the region, even with the new 2024 Board-approved rate increase. This newsletter will be posted on the FOWD's website and will also be included as a bill stuffer.
 - Operations Manager Huckaby mentioned that starting November 2023, a notice of the new rate increase will be going out to customers. New rates become effective January 2024 as previously approved by the Board.

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on FOWD Groundwater Well Projects

- General Manager Gray provided an update and overview of the groundwater well projects.
- General Manager Gray shared the before and after pictures of the New York Well site. The site has been cleaned up, as promised at the last Board meeting. The bid for the Water Main will be going out this week.

2. Update and discussion on the Sacramento Regional Water Bank

- General Manager Gray noted there is an updated report and meeting slides included in the Board Packet.
- General Manager Gray addressed questions from the Board.

3. Update and discussion on the recruitment to fill open positions at the FOWD

- General Manager Gray stated that FOWD has hired and filled the DSO position. A supervisor position has been opened internally. An offer letter will be contingent on this individual obtaining additional supervisor/leadership training along with additional certifications. Hiring an engineer has been challenging, this job will be re-posted. Job listings are also posted on the FOWD's website.

4. Update and discussion on the proposed SJWD Wholesale rate structure

- General Manager Gray provided a brief summary. This agenda item will be further discussed during the closed session meeting.
- Visiting Customer Babcock inquired if there will be supporting documentation that FOWD will be providing to their customers.
- General Manager Gray responded that there will be.

5. Update and discussion on the 2024 FOWD Proposed Annual Budget

- A full 2024 Proposed Annual Budget was provided in the Board Packet. This will be an action item at the December Board meeting.
- Director Sarkovich thanked the FOWD Staff for a well written and detailed document.
- General Manager Gray addressed questions from the Board.
- General Manager Gray pointed out the overall financial state of the FOWD on the last page of the 2024 Proposed Annual Budget.

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion on FOWD Water Supply for the month of October 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 FOWD purchasing a well pump, motor, and 3R Valve for the New York Equipping Well Project

- General Manager Gray presented staff recommendation and asked for direction from the Board.
- The Board of Directors asked questions. General Manager Gray and Vice President Petersen addressed and answered those questions.

Director Sarkovich moved to approve the purchasing of a well pump, motor, and 3R valve for the New York Equipping Project, totaling \$683,470.

Director Marx seconded the motion.

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

Absent: President McRae

3. Discussion and possible action on adjusting the salary range and minimum requirements for the proposed position of Assistant General Manager

- General Manager Gray suggested the salary adjustment based on the feedback received from the two candidates that declined the job offer. He provided an overview and breakdown.

- The Board of Directors provided their feedback and concluded it is a tough market.

Director Petersen moved to approve the salary adjustment by keeping the low-end at \$137,000 but allowing the high-end to go up to \$195,000, and slightly decreasing experience requirements to 8 years of engineering experience with 4 years in a management capacity.

Director Sarkovich seconded the motion.

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

Absent: President McRae

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

- Finance Manager Ha-Ly recommended the Board to authorize General Manager Gray to transfer \$38,900 from reserves to cover the remaining 2023 expenses. She provided a summary for each project and reasoning for the requested amount.

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

Director Marx seconded the motion.

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

Absent: President McRae

VII. UPCOMING EVENTS

- 1. 2023 ACWA Fall Conference / November 28-30 / Indian Wells**
 - Information Only. Director Sarkovich will be attending.
- 2. SJWD Finance Committee Meeting / December 5 / SJWD Office**
 - Information Only.
- 3. RWA / SGA Holiday Social / December 6 / Loomis**
 - Information Only.
- 4. SJWD Regular Board Meeting / December 13 / SJWD Office**
 - Information Only.
- 5. WFSE Open House Holiday Social / December 14 / Water Forum Office**
 - Information Only.
- 6. FOWD Employee Holiday Luncheon / December 14 / FOWD Office**
 - Information Only.

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)

- None.

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)

- Director Petersen reported that meetings are progressing well, with the next meeting being December 5, 2023. There will hopefully be a General Managers meeting taking place prior to the next 2x2 meeting.
- General Manager Gray stated that there may be a General Managers meeting on December 21, 2023.

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.

Vice President Petersen closed the open session meeting at 8:03 p.m.

Vice President Petersen opened the closed session meeting at 8:12 p.m.

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956

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) – two cases

Vice President Petersen closed the closed session meeting at 9:48 p.m.

Vice President Petersen reopened the meeting to the public at 9:48 p.m.

XIII. REPORT FROM CLOSED SESSION

- None.

XIV. PUBLIC COMMENT

- None.

XV. ADJOURNMENT

With no further business to come before the Board, Vice President Petersen adjourned the meeting at 9:50 p.m.

The Board approved the preceding minutes on December 18, 2023



Tom R. Gray
General Manager/Board Secretary



12-22-2023

Date