



**District Attendees**

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

**Other Attendees**

Tim Menezes	Visitor
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**Absent**

**AGENDA ITEMS**

**I. CALL TO ORDER**

- Board President Sarkovich called the meeting to order at 6:30 p.m.
- President Sarkovich moved the agenda item VI.1 “Discussion and possible action on the FOWD COVID-19 Prevention Program” before public comment.

**II. PUBLIC COMMENT**

- None.

**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 11, 2021
  - b. Regular Board Meeting of November 8, 2021
2. Accept and File Treasurer’s Report for the month of November 2021

3. Accept and File Investment Report for the month of October 2021
4. Accept and File Financial Expense Report for the month of November 2021
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of November 2021
7. Approval of Board Expense Report for the month of November 2021

President Sarkovich moved to approve the consent calendar as presented.

Director McRae seconded the motion.

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

#### **IV. PRESENTATION & CORRESPONDENCE**

- None.

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

##### **1. Discussion and possible action on selection of an applicant to fill the Division 1 Vacancy on the FOWD Board of Directors**

- General Manager Gray recommended that the Board select an applicant to fill the Division 1 Vacancy on the FOWD Board of Directors and swear in the applicant at the first meeting of the Board in 2022.
- General Manager Gray stated that on Wednesday December 8, 2021, the FOWD held a Special Board Meeting with the sole purpose of interviewing applicants to fill the vacant seat on the FOWD Board of Directors representing Division 1. The current FOWD Board Members interviewed seven applicants that met all requirements to serve on the Board and fully completed the written application. Upon completion of the interviews, each Board Member submitted ranking of their top three applicants to fill the Division 1 seat to the FOWD General Manager. The General Manager assigned three points to each number one rank, two points to each number two rank and one point to each number three rank. Chris Petersen was the top rank for all Board Members and received 12 points total.

President Sarkovich moved to appoint Chris Petersen as Division 1 Director.

Director McRae seconded the motion.

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

Director Page stated he appreciated staff for their outreach efforts that resulted in FOWD receiving great applicants.

**2. Update and discussion on FOWD Corporation Yard Redevelopment Project**

- President Sarkovich provided an overview of project. He stated that the meeting with the Sacramento Planning Project Review Committee went smoothly with no opposition, and he expects the January meeting with the Sacramento County Planning Commission to go smoothly for entitlement.

**3. Update on an agreement between FOWD and Fair Oaks Recreation & Park District for funding the replacement of a water main in front of the FO Community Clubhouse**

- General Manager Gray stated he had two meetings with the FORPD but it is still a work in progress. Staff is working on modifications to the agreement.
- President Sarkovich inquired on the timeline for completion of the agreement.
- General Manager Gray stated he hope to have it by the end of February.

**4. Discussion and possible action on revision to 2022 Annual Budget – Updated Fee Schedule**

President Sarkovich moved to approve the 2022 Updated Fee Schedule.

Director McRae seconded the motion.

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

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

**1. Discussion and possible action on FOWD COVID-19 Prevention Program**

- There were discussions on the item and no action was taken.

**2. Discussion and possible action on the selection of a Board President and Vice President for 2022**

President Sarkovich moved to appoint Randy Marx as President and Michael McRae as Vice President for 2022.

Director Page seconded the motion.

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

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

- General Manager Gray provided an overview of the report stating that the only new item from the previous year reporting was staff retention.

**4. Discussion and possible action on auditor renewal for the 2021 year-end financial audit**

President Sarkovich moved to approve JJA CPA, Inc. to perform 2021 year-end financial audit.

Director Page seconded the motion.

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

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

President Sarkovich moved to approve FOWD Policy No. 5070: “Investment of District Funds” with no changes to the current policy.

Vice President Marx seconded the motion.

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

**6. Discussion and possible action on an updated FOWD Policy No. 4070: “Employee Compensation”**

President Sarkovich moved to approve the updated FOWD Policy No. 4070: “Employee Compensation.”

Director McRae seconded the motion.

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

**7. Discussion and possible action on an updated FOWD Policy No. 7000: “Billing and Collection Fees”**

President Sarkovich moved to approve the updated FOWD Policy No. 7000: “Billing and Collection Fees”

Director Page seconded the motion.

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

**8. Discussion and possible action to approve a contract with Sierra National Construction, Inc. to complete the Phase 2 of the Skyway Well Project**

President Sarkovich moved to approve a contract with Sierra National Construction, Inc. to complete Phase 2 of the Skyway Well Project in the amount of \$2,216,500.

Director McRae seconded the motion.

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

**9. Discussion and possible action on additional funding for 2021**

President Sarkovich moved to approve transfer \$3,500 from reserves to cover 2021 expenses.

Director McRae seconded the motion.

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

**VII. UPCOMING EVENTS**

**1. SJWD Board Workshop / December 15, 2021**

- Information Only.

**2. SJWD Special Board Meeting / January 12, 2022**

- Information Only.

**VIII. REPRESENTATIVE REPORTS**

**1. Sacramento Groundwater Authority (SGA)**

- Vice President Marx stated the SGA approved the Groundwater Sustainability Plan.
- Director McRae congratulated Vice President Marx on being SGA’s Vice Chair.

**2. Regional Water Authority (RWA)**

- None.

**3. Sacramento Water Forum**

- General Manager Gray provided a brief overview of the Water Forum Agreement renegotiations.

**4. Other**

- None.

**IX. DIRECTORS’ REPORTS & COMMENTS**

**1. Budget Committee – (Sarkovich, Vacant)**

- None.

**2. Technical Advisory Committee – (Marx, McRae)**

- None.

**3. Capital Improvement Committee – (Sarkovich, Vacant)**

- None.

**4. Personnel Committee – (McRae, Page)**

- None.

**5. Public Relations Committee – (Page, Vacant)**

- None.

**6. Wholesale Water Agreement Ad-Hoc Committee – (Page, McRae)**

- None.

**7. Carmichael Water District Ad-Hoc Committee – (Marx, McRae)**

- None.

**8. Other**

- None.

**X. GENERAL MANAGER’S REPORT**

**1. Maintenance Work Report**

- Report provided, no discussion.

**2. Capital Projects Status Reports**

- Report provided, no discussion.

**3. Authorizations of Additional Funding**

- Report provided, no discussion.

**4. Water Transfer Status Report**

- No discussion.

**5. Claims Against District**

- None.

**6. Employee Update**

- General Manager Gray reported that the Board approved 31 positions and FOWD is currently working with 23 employees.

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

- None.

**8. Other**

- General Manager Gray reported that SSWD and Carmichael are looking at merging.

**XI. PUBLIC COMMENT**

- None.

President Sarkovich closed the open session meeting at 7:38 p.m.

President Sarkovich called closed session meeting to order at 7:43 p.m.

**XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54956 & 54954.5**

1. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) – one case
2. Public Employee Performance Evaluation – General Manager

**XIII. REPORT FROM CLOSED SESSION**

- Nothing to report.

President Sarkovich closed the closed session meeting at 8:28 p.m.

President Sarkovich reopened the meeting to the public at 8:28 p.m.

**XIV. PUBLIC COMMENT**

- None.

**XV. ADJOURNMENT**

With no further business to come before the Board, President Sarkovich adjourned the meeting at 8:28 p.m.

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The Board approved the preceding minutes on January 10, 2022

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Tom R. Gray  
General Manager/Board Secretary

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Date