



**District Attendees**

Michael McRae	Board President
Gary Page	Board Vice President
Randy Marx	Board Member
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Michael Nisenboym	Operations Manager
Chi Ha-Ly	Finance Manager
Shawn Huckaby	Customer Service Manager

**Other Attendees**

Tim Menezes	Visitor
George Babcock	Visitor

**Absent**

**AGENDA ITEMS**

**I. CALL TO ORDER**

- Board President McRae called the meeting to order at 6:30 p.m.

**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 November 18, 2019
2. Accept and File Treasurer's Report for the month of November 2019

3. Accept and File Investment Report for the month of October 2019
4. Accept and File Financial Expense Report for the month of November 2019
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of November 2019
7. Approval of Board Expense Report for the month of November 2019

Director Sarkovich moved to approve the consent calendar as presented.

Director Marx seconded the motion.

- Director Page requested that commenters be listed with a title in the Board minutes.
- Director McRae inquired if the District currently has a registered engineer on staff.
- General Manager Gray replied that Operations Manager Nisenboym has renewed his license and fulfilled this requirement.

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

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

1. None.

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

##### **1. Discussion on FOWD Water Supply for the month of November 2019**

- Operations Manager Nisenboym reported that November experienced below average precipitation. The total system demand for the month was recorded at 726.03 AC-FT. Wholesale connections provided 224.36 AC-FT, which is 30.9% of demand. Groundwater sources provided 501.67 AC-FT, which is 69.1% of demand. The District achieved the ratio of 30/70.
- Director McRae inquired if the FOWD has a meter at the intertie points that read how much water the District is receiving from wholesale connections.
- Operations Manager Nisenboym replied that there is a meter at the wholesale connection.
- General Manager Gray stated that in accordance with policy the annual meter testing was conducted by San Jose Water. The meters have exceeded the standards.
- Director McRae stated that he would like the color key to be consistent on the graphs provided.
- Director McRae inquired on the status of the two wells design projects.

- General Manager Gray replied that the design is progressing. The contract has been amended to include the added ASR design.
- Director Sarkovich inquired as to the timeline for design and construction of the wells.
- General Manager Gray replied that he will report to the Board with the project schedule at the next meeting.

**2. Discussion and possible action on purchase of a new audio/video system for the FOWD Board Room**

- General Manager Gray requested that the Board authorize the purchase of a new audio/video system for the FOWD Board Room.

Director Page moved to authorize the General Manger to purchase a new audio/video system for the FOWD Board Room for the amount of \$6,000.

Director Marx seconded the motion.

- Director Page inquired to the installation location of the TV.
- General Manager Gray replied that the location will be on the south wall.

Motion carried with the following votes: McRae – aye, Page – aye, Marx – aye and Sarkovich – no.

**3. Update and discussion on 2019 Corporation Yard Project**

- General Manager Gray provided an update on the 2019 Corporation Yard Project. The design team is currently researching eliminating the easement on the property, possible requirement from the County for frontage improvements, relocations options for current staff and materials salvage value.

The Board directed the General Manager to initiate public outreach for the new building.

**4. Update and discussion on vacant FOWD Division 1 Director Position**

- General Manager Gray provided an update on vacant FOWD Division 1 Director Position. A single candidate fulfilled the requirements and will fill the vacant position.

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

**1. Discussion and possible action on Resolution No. 19-05: “Resolution to Amend CalPERS Employer Paid Member Contribution (EMPC) Contract”**

- General Manager Gray recommended that the Board adopt Resolution No. 19-05: Resolution to Amend CalPERS Employer Paid Member Contribution (EMPC) Contract.

Director Sarkovich moved to adopt resolution No. 19-05: “Resolution to Amend CalPERS Employer Paid Member Contribution (EMPC) Contract.”

Director McRae seconded the motion.

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

- General Manager Gray stated that he will be bringing a new salary range to the Board for approval and adjust salary ranges to reflect the offset if needed. He emphasized that he is looking to adjust some of the steps/ranges to provide more incentive for employee to move up to the next position.

**2. Discussion and possible action on selection of Board President and Vice President for 2020**

- General Manager Gray recommended that the Board select a Board President and Vice President for 2020.

Director Sarkovich moved to appoint Director Page for the position of Board President for the calendar year 2020.

Director McRae seconded the motion.

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

Director Page moved to appoint Director Sarkovich for the position of Board Vice President for the calendar year of 2020.

Director Marx seconded the motion.

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

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

- General Manager Gray recommended that the Board review and update the FOWD policy no. 5070 Investment of District funds.

**4. Update and possible action on FOWD’s Risk Assessment (verbal)**

- General Manager Gray provided an overview of FOWD’s risk assessment and risk mitigation.

**5. Discussion and possible action on damages recovery accounts receivable**

- General Manager Gray provided an update on the damages recovery accounts receivable. He stated staff tried to recovery money for damages; however, there are damages where staff cannot recover and will be taking these off the accounts receivable. He provided detailed description of damages accounts receivable that FOWD cannot recover.

**6. Discussion and possible action on additional funding**

- General Manager Gray requests the Board approve additional funding of \$1,500 from reserves to fund district site maintenance and \$72 for the NPDES permit

Director Sarkovich motioned to authorize the General Manager to transfer \$1,572 from reserves.

Director Marx seconded the motion.

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

**VII. UPCOMING EVENTS**

**1. Fair Oaks Chamber of Commerce Business Luncheon / December 12, 2019 / Fair Oaks Community Club House / Fair Oaks**

- Information only.

**2. FOWD Annual Holiday Party / December 11, 2019 / 11:30 AM / FOWD Admin. Building**

- Information only.

**VIII. REPRESENTATIVE REPORTS**

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

- None.

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

- General Manager reported that RWA is going to take the lead on putting together the Voluntary Settlement Agreement for the region.

**3. Sacramento Water Forum**

- None.

**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**
  - General Manager Gray stated that he is in the process of completing the voluntary agreement with Carmichael Water District. San Juan Water is displeased with the intertie.
- 5. Claims Against District**
  - Report provided; no discussion.

**6. Employee Update**

- None.

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

- None.

**8. Other**

- None.

**XI. PUBLIC COMMENT**

- Visitor George Babcock stated that he understands the financial incentive may not be attractive for promotion and tweaking the steps to motivate employee to achieve promotion.

President McRae closed the open session meeting at 7:51 p.m.

President McRae called the closed session meeting to order at 7:51 p.m.

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

- Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9)- one case

President McRae closed the closed session meeting at 9:50 p.m.

President McRae reopened the meeting to the public at 9:52 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 9:52 p.m.

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The Board approved the preceding minutes on January 13, 2020

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Tom R. Gray  
General Manager/Board Secretary

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Date