



**District Attendees**

Gary Page	Board President
Misha Sarkovich	Board Vice President
Michael McRae	Board Member
Randy Marx	Board Member
Nadine Reid	Board Member
Michael Nisenboym	Operations Manager
Chi Ha-Ly	Finance Manager
Shawn Huckaby	Customer Service Manager

**Other Attendees**

Paul Helliker	General Manager, San Juan Water District
Richard Gray	UCCE Mater Gardeners of Sacramento County
Kent Pollock	Visitor
Anthony Fratis	Visitor

**Absent**

**AGENDA ITEMS**

**I. CALL TO ORDER**

- Board President Page called the meeting to order at 6:31 p.m.
- Operations Manager Nisenboym stated that in accordance with the California Department of Public Health’s and the Governor’s Executive Orders N-29-20 and N-33-20, the District’s boardroom is closed and this meeting will take place solely by teleconference.

**II. PUBLIC COMMENT**

- Richard Gray stated that he is present to address any questions about the upcoming Harvest Day Festival.

President Page moved items VI.1 and VI.6 before the consent calendar.

### III. CONSENT CALENDAR

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

1. Approval of Minutes
  - a. Regular Board Meeting of June 8, 2020
  - b. Special Board Meeting of June 30, 2020
2. Accept and File Treasurer's Report for the month of June 2020
3. Accept and File Investment Report for the month of May 2020
4. Accept and File Financial Expense Report
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of June 2020
7. Approval of Board Expense Report for the month of June 2020

Director Sarkovich moved to approve the consent calendar as presented.

Director Marx seconded the motion.

- Director McRae inquired about status of the Carmichael Intertie Project.
- Operations Manager Nisenboym replied that the District installed a new meter in anticipation of the water transfer with Carmichael Water District.
- Director McRae stated that during his review of the SMUD electric bill he noticed it was high and wanted to remind staff to run the wells during off peak times.
- Operations Manager Nisenboym replied that at times the District needs to pump during peak times in order to meet the Board's objective of 30% groundwater.
- Director McRae inquired about the missing expense reimbursement for Director Reid.
- Director Reid replied that it is due to her not filling out the proper forms and thanked Director McRae for his concern.
- Director Reid inquired if there was any impact on revenue during the COVID-19 pandemic.
- Finance Manager Ha-Ly replied that the revenue has not been impacted.
- Director Marx inquired about the SMUD location on Lemon St.
- Operations Manager Nisenboym replied the location is for a pressure reducing station.
- Finance Manager Ha-Ly stated that item III.7, Expense Summary Report for Director Marx and Director Sarkovich, include 3 items that should be removed.

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

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

##### **1. Correspondence dated June 3, 2020 from a Winding Way customer**

- Customer Service Manager Huckaby presented the correspondence dated June 3, 2020 from a Winding Way customer. The customer is requesting a second leak adjustment to their bill. The District's current policy is to allow 1 leak adjustment for the lifetime of the property. The customer received their one (1) time adjustment earlier this year. The District has had a total of 38 adjustments since the policy was enacted.
- Director Sarkovich stated that without this policy there would be no incentive for the customer to correct any leaks on their property.
- Director Marx inquired on the frequency of the request for leak adjustments.
- Customer Service Manager Huckaby replied that the District receives approximately 8 annually.
- Director McRae inquired about the FOWD's policy providing the customer 50% credit.
- Customer Service Manager Huckaby replied that the District calculates the leak adjustment based on prior usage to determine credit amount.
- Director McRae stated that he feels the policy is necessary.
- Director Reid inquired if the customer is requesting a second leak adjustment.
- Customer Service Manager Huckaby replied that the customer is requesting a second leak adjustment.
- Operations Manager Nisenboym stated that the policy was developed in line with other local agency policies.
- Director Page stated that it is a consensus of the Board to adhere to the policy.
- Customer Service Manager Huckaby stated that he will follow up with the customer.

Director Sarkovich presented a letter from Elliot Homes to the Board.

The Board directed staff to respond to the letter stating that the Board will address it at the next Board meeting.

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

##### **1. Update and discussion on FOWD Water Supply for the month of June 2020**

- Operations Manager Nisenboym reported that during the month of June the average temperature was 73.5°. The total system demand for the month was recorded at 1,260 AC-FT. Wholesale connections provided 69.63% and Groundwater sources provided 30.37%. All surface water was provided by the CTP connection.

**2. Update and discussion on FOWD Groundwater Wells Projects (verbal)**

- Operations Manager Nisenboym provided an update on the FOWD groundwater wells projects.

**3. Update and discussion on the FOWD Corporation Yard Project**

- Operations Manager Nisenboym provided an update on the FOWD Corporation Yard Project.
- Director Sarkovich inquired if there was a date the Architect will present this to the Community Planning Advisory Committee.
- Operations Manager Nisenboym replied that the Architect does not have a presentation date planned.
- Director Sarkovich inquired about the number of parking spaces for public use.
- Operations Manager Nisenboym replied that the design allows for additional parking to be available to the public during community events.
- Director Reid inquired if the building will be open to the public.
- Operations Manager Nisenboym replied that the building will not be open to the community.
- Director Page inquired if the training area would be available for community use.
- Operations Manager Nisenboym replied that he will review comments from the previous meetings to determine if there was a desire to have the training room available for community events.

**4. Update and discussion on the 2020 Water Transfer Project (verbal)**

- Operations Manager Nisenboym provided the Board with an update on the 2020 Water Transfer Project.
- Director Marx stated that the RWA meeting included a presentation of the water transfer project.
- Director Page stated that he would like to see if the presentation could be on FOWD's website.
- San Juan Water District's General Manager Helliker stated that the District participated in a water transfer in 2018 with FOWD. He stated that FOWD would save more from a water transfer with SJWD than with CWD.

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

**1. Discussion and possible action on sponsoring the Fair Oaks Harvest Festival**

- Director McRae stated that he has been in correspondence with Mr. Gray in regard to sponsoring the 2020 Harvest Festival. There are different levels of sponsorship. He recommends providing a small sponsorship this year and next year set up a booth for conservation outreach.
- Director Page inquired about the FOWD's conservation outreach efforts.
- Customer Service Manager Huckaby replied that the District has participated in the past with the Harvest Festival. He recommended having a booth at this event in the future.

Director Sarkovich moved to authorize \$100 to sponsor the Fair Oaks Harvest Festival. Director Marx seconded the motion.

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

## **2. Discussion and possible action on the purchasing of a Vacuum Excavator**

- Operations Manager Nisenboym recommended that the Board authorize purchasing a Ditch Witch Vacuum Excavator model FX60. The District uses this type of equipment on most days in the week. To repair the current unit, it would cost around \$10,000.

Director Sarkovich moved to authorize the FOWD staff to purchase a Ditch Witch Vacuum Excavator from Ditch Witch West.

Director Marx seconded the motion.

- Director McRae inquired if staff researched the cost of leasing.
- Operations Manager Nisenboym replied that the staff did not research leasing the equipment.
- Director McRae stated that sometimes leases have advantages and he directed the staff to provide the Board with some lease pricing.
- Director Sarkovich stated that leasing makes sense when running a private company for the tax benefit and he prefers to own the equipment versus leasing.
- Operations Manager Nisenboym will research if leasing is an option.

Board President Page tabled the motion for possible action at a later meeting.

## **3. Discussion on a new groundwater well site**

- Director Page inquired if this is a good time to start the preliminary discussions in regard to a new groundwater well site.
- Director Sarkovich replied that he would like the District to research constructing a well site within one of the Fair Oaks Park District's parks.
- Director Marx replied that he favors big picture planning and wants the next well site to benefit the system as a whole.
- Director McRae replied that he is in agreement with Director Marx.
- Director Reid replied that she is in favor of a new well site in the location while maintaining the quality of water.
- Operations Manager Nisenboym stated that new well development will take several years and cost around \$2 million. He recommended that the District hire a hydrogeologist to identify future well sites.

**4. Discussion and possible action on the required payment of the employer accrued unfunded liability for pension benefits**

Director Sarkovich moved to authorize the payment of \$170,223 to CALPERS for the employer accrued unfunded liability for the fiscal year 2020-2021.

Director Marx seconded the motion.

- Director Reid inquired if the yearly payment is equal to paying monthly.
- Finance Manger Ha-Ly replied that the District saves 3.44% in interest by paying annually.

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

**5. Discussion and possible action to approve and accept water easement**

- Director Page stated that this action item is to accept and approve an easement from Mr. & Mrs. Will R. Pollock and Eric Pollock.

Director Sarkovich moved to approve and accept an easement from Mr. & Mrs. Will R. Pollock and Eric Pollock.

Director Marx seconded the motion.

- Director McRae inquired if the there was any public present interested in this action item that would like to make a comment.
- Mr. Pollock replied that this is his property, he appreciates the approval and expressed his gratitude to staff in particular Ali Shafaq.

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

**6. Discussion and possible action on abandoning of an existing FOWD easement**

- Operations Manager Nisenboym recommended that the District abandon a water easement located at 120 Swift River Drive in Folsom. The easement is out of the service area and there are no plans to use this in the near future.

Director Sarkovich moved to abandon the easement at 120 Swift River Drive in Folsom.

Director Marx seconded the motion.

- Director McRae inquired if the District has any facilities within this easement.
- Operations Manager Nisenboym replied that the District does not have any facilities in this easement.
- Director Reid inquired if the easement was within the District’s service area.
- Operations Manager Nisenboym replied that this easement is not within the District’s service area.

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

- Mr. Fratis expressed his gratitude for the Board action abandoning the easement and his wonderful experience working with the engineering staff during this process.

**7. Discussion and possible action on reimbursement to the Sacramento Suburban Cohousing Group LLC**

Director Sarkovich moved to reimburse Sacramento Suburban Housing Group in the amount of \$15,550.

Director Marx seconded the motion.

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

**VII. UPCOMING EVENTS**

- 1. San Juan Water District Engineering Committee Meeting / July 15, 2020 / SJWD Teleconference or webcam**
  - Information Only.
- 2. San Juan Water District Finance Meeting / July 21, 2020 / SJWD Teleconference or webcam**
  - Information Only.
- 3. San Juan Water District Regular Board Meeting / June 10, 2020 / SJWD Teleconference or webcam**
  - Information Only.

**VIII. REPRESENTATIVE REPORTS**

- 1. Sacramento Groundwater Authority (SGA)**
  - None.
- 2. Regional Water Authority (RWA)**
  - Director Marx stated that the meeting included a presentation of the Water Transfer Project, recognition of the article written by General Manager Gray, and discussion on the grant for construction of the new well.
- 3. Sacramento Water Forum**
  - None.

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

- 1. Budget Committee – (Sarkovich, Reid)**
  - None.
- 2. Technical Advisory Committee – (Marx, McRae)**
  - None.
- 3. Capital Improvement Committee – (Sarkovich, Reid)**
  - None.
- 4. Personnel Committee – (McRae, Page)**
  - None.
- 5. Public Relations Committee – (Page, Reid)**
  - None.
- 6. Wholesale Water Agreement Ad-Hoc Committee – (Page, McRae)**
  - None.
- 7. Carmichael Water District Ad-Hoc Committee – (Marx, McRae)**
  - 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**
  - None.
- 5. Claims Against District**
  - None.
- 6. Employee Update**
  - Operations Manager Nisenboym reported that the District has hired a new HR Administrator to start on August 3, 2020. The District is also in the process of recruiting a DSO I or II.



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

- None.

**8. Other**

- Report provided, no discussion.

**XI. PUBLIC COMMENT**

- None.

President Page closed the open session meeting at 8:23 p.m.

President Page called the closed session meeting to order at 8:35 p.m.

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

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

President Page closed the closed session meeting at 8:30 p.m.

President Page reopened the meeting to the public at 9:05 p.m.

**XIII. REPORT FROM CLOSED SESSION**

- None.

**XIV. PUBLIC COMMENT**

- None.

**XV. ADJOURNMENT**

With no further business to come before the Board, President Page adjourned the meeting at 9:05 p.m.

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The Board approved the preceding minutes on August 10, 2020

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Tom R. Gray  
General Manager/Board Secretary

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Date