



**District Attendees**

Chris Petersen	President
Mark Dolby	Vice President
Randy Marx	Board Member
Michael McRae	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**

Mike Aho	Fair Oaks Recreation & Park District (FORPD) District Administrator
George Babcock	Visiting Customer

**Absent**

Misha Sarkovich	Board Member
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**AGENDA ITEMS**

**I. CALL TO ORDER**

- President Petersen called the meeting to order at 6:37 p.m.

General Manager Gray stated that Director Sarkovich is out of state and is unable to attend tonight's meeting.

**II. PUBLIC COMMENT**

- FORPD District Administrator Mike Aho thanked FOWD for allowing FORPD to use its facility for the Board meeting. He indicated FORPD has been using the facility for the last year-and-a-half and would like to continue using the FOWD facility for its Board meeting for another year until their new building is completed. He thanked General Manager Gray and staff.

- The Board approved FORPD to continue using its Board room for their Board meetings in 2024.

### **III. CONSENT CALENDAR**

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

1. Approval of Minutes
  - a. Regular Board Meeting of December 18, 2023
    - Upon Board discussion, section V.2 of the minutes will be revised to include “SJWD reduced fixed rate from 88% to 83%.”
2. Accept and File Treasurer’s Report for the month of December 2023
3. File Investment Report for the month of November 2023
4. Accept and File Financial Expense Report (none)
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of December 2023
7. Approval of Board Expense Report for the month of December 2023

Director McRae moved to approve the consent calendar as amended.

Vice President Dolby seconded the motion.

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

Absent: Sarkovich

### **IV. PRESENTATIONS AND CORRESPONDENCE**

1. **Correspondence from ACWA JPIA dated November 27, 2023 related to “President’s Special Recognition Award”**
  - 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 provided an update on FOWD recruitments.

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

1. **Discussion on FOWD Water Supply for the month of December 2023 and 2023 year-end**
  - Technical Services Manager Siebensohn provided a summary of the water supply report.

**2. Discussion and possible action on General Manager’s Amended and Restated Employment Agreement**

- Director McRae stated that page 3 section 4.a.(ii) of the General Manager’s Amended and Restated Employment Agreement should read “effective on January 1, 2024.”

President Petersen moved to approve the General Manager’s Amended and Restated Employment Agreement as amended.

Vice President Dolby seconded the motion.

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

Absent: Sarkovich

**3. Consider appointments to serve as District representatives to various organizations and committees**

Board President Petersen confirmed and appointed the 2024 Board assignments listed below.

**FAIR OAKS WATER DISTRICT  
2024 ASSIGNMENTS**

<b>2024 - BOARD ASSIGNMENTS</b>	
Agency Name	2024
Sac. Groundwater Authority	Marx, Petersen
Regional Water Authority	Petersen, Gray, Marx (alternate)
ACWA JPIA	Sarkovich, Dolby (backup)
Water Forum SE	Petersen, Gray

<b>2024 - COMMITTEE ASSIGNMENTS</b>	
Committee Name	2024
Budget	Sarkovich, Dolby, Gray
Capital Improvement	Petersen, Dolby, Gray
Personnel	McRae, Dolby, Gray
Public Relations	McRae, Dolby, Gray
Technical Advisory	Marx, Petersen, Gray
FOWD and SJWD 2x2 Ad-Hoc	McRae, Petersen, Gray
FOWD and CWD 2x2 Ad-Hoc	McRae, Marx, Gray
Corporate Yard Ad-Hoc	Sarkovich, McRae, Gray

<b>2024 - OUTREACH ASSIGNMENTS</b>	
Agency/Committee Name	2024
FO Chamber	Gray, Petersen
Office of County Supervisor	Gray, Petersen
Office of State Assemblyman	Gray, Petersen
Office of State Senator	Gray, Petersen
FOVEC	Gray, Petersen
CSDA	Gray, Petersen
AWWA	Gray, Petersen
ACWA	Gray, Petersen
LAFCo	Gray, Petersen

**4. Discussion and possible action on 2023 funds for work in progress projects to be carried forward to 2024 and additional funding for 2024 expenses**

Director McRae moved to authorize the General Manager to carry forward \$559,477.01 of the unused funds from 2023 to 2024 and to transfer \$4,750 from contingency fund to cover 2024 expenses.

Director Marx seconded the motion.

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

Absent: Sarkovich

**5. Discussion and possible action on a FOWD Special Board Meeting in January 2024**

- The Board decided to schedule a Special Board Meeting on January 29, 2024 at 5:30 PM.

**6. Discussion and possible action on FOWD Board Meeting minute format**

- General Manager requested that the Board allow staff to prepare the meeting minutes in a summarized format similar to other agencies to save staff time.
- The Board indicated that staff could complete the Board Meeting Minutes in summary format unless directed by the Board President to provide detail.
- Staff to update FOWD policy to reflect the Board Meeting Minutes format changes.

**7. Update and discussion on the transition to electronic Board packets**

- General Manager Gray stated staff is working on transitioning to the electronic Board packet and it should be ready by the February 2024 Regular Board Meeting.

**8. Discussion on the California Cooperative Liquid Assets Securities System**

- General Manager Gray provided a brief overview of the California Cooperative Liquid Assets Securities System.

**9. Discussion and possible action on FOWD planning documents and Board prioritization of projects**

- The Board stated that they should meet every second week of the month for the next 3-4 months to go over project priorities.
- The Board decided to schedule a Special Board Meeting on February 5, 2024 at 5:30 PM.

- Staff to provide SJWD Water Supply historical costs and cost analysis of groundwater pumping percentage at the next Board meeting.

## **VII. UPCOMING EVENTS**

- 1. SJWD Finance Committee Meeting / January 16, 2024 / SJWD Office**
  - Information Only.
- 2. RWA Board Meeting / January 18, 2024 / RWA Office**
  - Information Only.
- 3. RWA Executive Board Meeting / January 23, 2024 / RWA Office**
  - Information Only.
- 4. SJWD Board Meeting / January 24, 2024 / SJWD Office**
  - Information Only.

## **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 Petersen closed the open session meeting at 8:45 p.m.

President Petersen opened the closed session meeting at 9:00 p.m.

**XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 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; Government Code Section 54956.9(d) – two cases

President Petersen closed the closed session meeting at 9:53 p.m.

President Petersen reopened the meeting to the public at 9:53 p.m.

**XIII. REPORT FROM CLOSED SESSION**

- None.

**XIV. PUBLIC COMMENT**

- Visitor Babcock inquired whether the workshop meeting will be agendized and open to the public.
- General Manager Gray stated that the Special Board Meeting on the strategic planning will be agendized and open to the public.

**XV. ADJOURNMENT**

With no further business to come before the Board, President Petersen adjourned the meeting at 9:53 p.m.

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The Board approved the preceding minutes on February 26, 2024

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Tom R. Gray  
General Manager/Board Secretary

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Date