



District Attendees

Randy Marx	Board President
Daniel Gilliam	Board Member
Lonny Gossett	Board Member
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Michael Nisenboym	Operations Manager
Chi Ha-Ly	Finance Manager

Other Attendees

Paul Cornwell	Visitor
Ted Costa	SJWD Board President
Anna R. Smith	Visitor
Wendy Lee	Visitor
Hal Markiewicz	Visitor
Roger Smith	Visitor
Moni Ahmed	Visitor
Elisha Sorensen	Visitor

Absent

Timothy Healey	Board Vice President
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AGENDA ITEMS

I. Call to Order

President Marx called the meeting to order at 6:31 p.m.

II. Public Comment

- Ms. Lee stated that she would like the District to handle the problem that she has with the neighbor overwatering and destroying her property. She indicated that her neighbor waters in the early morning prior to the District's normal business hours.
- General Manager Gray stated that the District will not send staff out during non-business hours unless it has to do with health and safety. He stated that the District will monitor the situation.
- Mr. Markiewicz indicated that he has resolved the problem by installing a drainage system to divert the water from flowing into Ms. Lee's property; however, he does not feel that it will solve the District's conservation issue.

- President Marx thanked Ms. Lee for providing the information on the issue and asked that General Manager Gray work with Ms. Lee and find different options to help Ms. Lee should she need further assistance.
- Mr. Cornwell stated that he would like the District to change him from non-compliance to compliance since he currently has only one service, and take the backflow device off of his property.
- President Marx and Director Gilliam asked that Mr. Cornwell make his request in writing and that Mr. Cornwell allow District staff to enter his property to investigate potential cross-connection issues.
- Mr. Smith inquired on the process of downsizing of meter service.
- General Manager Gray stated that the District can provide Mr. Smith a form to complete for meter service size downsizing.

III. Consent Calendar

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

1. Approval of minutes
 - a. Regular Board Meeting of May 9, 2011
2. Accept and file Treasurer's report:
 - a. For the month of May, 2011
 - b. For the month of June, 2011
3. Accept and file Investment report:
 - a. For the month of April, 2011
 - b. For the month of May, 2011
4. Accept and file Monthly Financial Expenses:
 - a. For the month of April, 2011
 - b. For the month of May, 2011
5. Approval of Warrants
6. Approval of Cal-Card Statements:
 - a. For the month of May, 2011
 - b. For the month of June, 2011
7. Approval of Monthly Board Expense Report:
 - a. For the month of May, 2011
 - b. For the month of June, 2011

M/S/C Gilliam/Sarkovich, to approve the consent calendar.

IV. Presentation & Correspondence

1. Correspondence from ACWA JPIA dated May 10, 2011 regarding FOWD facility risk assessment.

- General Manager Gray reported on the liability, property and worker's compensation program risk assessments. He indicated that overall the District

facility is secured and there were no formal recommendations for improvement.

2. Correspondence from ACWA JPIA dated June 2, 2011 regarding changes to the ACWA JPIA Joint Powers Agreement and Bylaws

- General Manager Gray reported on the ACWA JPIA changes to the agreements and bylaws. He indicated that there were no changes affecting the District's current operations.

3. Correspondence from ACWA JPIA dated June 7, 2011 regarding presentation made to FOWD employees on operational safety

- General Manager Gray stated that ACWA JPIA thanked us for use of their staff development training programs.

4. Correspondence from SJWD dated June 20, 2011 regarding the Fair Oaks 40-Inch Pipeline Project

- General Manager Gray stated that SJWD provided the District 150 day notice related to the Fair Oaks 40-inch pipeline project dated May 5, 2011. A copy of the notice was provided to the Board members. The notice indicated that any comments needed to be submitted 45 days from the date of the notice.

V. Discussion and Action Items: Old Business

1. Update discussion on bill messages regarding metered rates

- General Manager Gray stated that the bill messages were revised based on the Board's input to indicate the metered rate for 2012 may change.

2. Update and discussion on water meter installations at the Bluffs

- General Manager Gray stated that the HOA at the Bluffs has filed a claim against the District indicating that the District owed the HOA money for back billing. The District will send a letter denying the claim.

3. Update and discussion on the Sunset Main Replacement Project

- General Manager Gray reported on the Sunset Main Replacement Project; providing a detailed status.

VI. Discussion and Action Items: New Business

1. Discussion on the FOWD 2010 Urban Water Management Plan Update

- General Manager Gray stated that the District sent out the RFP for the Urban Water Management Plan. Kennedy Jenks has been awarded the contract for \$33,040 and it is within the budget.

2. Discussion and possible action on the organizational structure of the FOWD

- General Manager Gray recommended that the Board approve the attached new FOWD organization chart which reduces the FTE from 40 to 36.

M/S/C Gilliam/Sarkovich, to approve the reduction in the District's FTE from 40 to 36.

3. Discussion on water efficiency customer outreach message in the American River Messenger newspaper

- General Manager Gray stated the American River Messenger is a local newspaper for Citrus Heights, Fair Oaks, Carmichael and Gold River and is a good tool for public outreach. An example of a recent FOWD conservation message placed in the publication was provided.

4. Discussion and possible action on the proposed Mutual Aid Agreement between SJWD and FOWD

- General Manager Gray presented a draft of the Mutual Aid Agreement to the Board.
- The Board recommended that FOWD collaborate with Citrus Heights on comments to this agreement.

5. Discussion on June 2011 water supply exercises and possible impacts to future water supply operations

- General Manager Gray stated that the District performed water supply exercises with the Fair Oaks 40-inch meter turned off. The District plans to perform similar exercise in August. Overall, he indicated that the exercise showed customers had little impact with the Fair Oaks 40-inch meter turned off.

VII. Upcoming Events

1. July 12, 2011 / 4:00 PM / SJWD Finance Committee Meeting discussing the Wholesale Metering Improvement Project Cost Allocations

- Information only.

2. July 12, 2011 / 6:30 PM / CHWD Board Meeting with item discussing the FO-40 Project

- Information only.

3. July 13, 2011 / 7:00 PM / SJWD Board Meeting with items on Compensation Study and Employee Benefits information

- Information only.

4. August 4, 2011 / 7-9pm / Concert in the Park / Sponsored by Fair Oaks Water District

- Information only.

VIII. Representative Reports

1. Sacramento Groundwater Authority (SGA)

- President Marx stated that he attended a meeting and provided brief details.

2. Regional Water Authority (RWA)

- No meeting.

3. San Juan Family of Agencies Executive Committee

- General Manager Gray stated that they discussed State Water issues, along with routine items.

4. Other

- None.

IX. Directors' Reports & Comments

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

- No meeting.

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

- General Manager Gray stated that they met with Citrus Heights and went over technical issues.

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

- No meeting.

4. Personnel Committee – (*Marx, Gilliam*)

- No meeting.

5. Public Relations Committee – (*Gossett, Healey*)

- No meeting.

6. Other

- None.

X. General Manager's Reports

1. Meter Implementation (Installation & Future Planning).

- General Manager Gray stated the District has 96 unmetered services remaining.

2. New Building Projects

- General Manager Gray reported that the District received LEED certification.

3. Operate within 2011 Budget

- General Manager Gray reported that based on the monthly financial report, the District is operating approximately 20% under budget.

4. FOWD Financial Plan for Metered Rates

- General Manager Gray stated that staff is working on the documents to be presented to the Budget Committee prior to the next Board meeting.

5. Wholesale Meter Upgrades (construction complete; project to remain listed)

- Discussed earlier.

6. Fair Oaks 40-inch Pipeline Project Planning & Design

- Discussed earlier.

7. Other

- General Manager Gray introduced two employees in attendance as dedicated, hard workers.

XI. Public Comment

- None.

XII. Adjournment

With no further business to come before the Board, President Marx adjourned the meeting at 8:36 p.m.

The Board approved the preceding minutes on August 8, 2011

Tom R. Gray
General Manager/Board Secretary

Date