



**District Attendees**

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

**Other Attendees**

Ted Costa	SJWD Board Member
Keith Durkin	SJWD Assistant General Manager
Paul Cornwell	Visitor

**Absent**

**AGENDA ITEMS**

**I. Call to Order**

President Healey called the meeting to order at 6:30 p.m.

**II. Public Comment**

- A customer questioned the rate increase and stated that he did not attend the public hearings and would like information on the rate increase.
- General Manager Gray suggested that the District contacts the customer to discuss and provide information on the rates at a later date.

**III. Consent Calendar**

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

1. Approval of minutes
  - a. Regular Board Meeting of January 9, 2012
2. Accept and file Treasurer's report for the month of January, 2012
3. Accept and file Investment Report for the month of December, 2011

4. Accept and file Monthly Financial Expenses for the month of January, 2012
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of January, 2012
7. Approval of Monthly Board Expense Report for the month of January, 2012

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

#### **IV. Presentation & Correspondence**

##### **1. Correspondence dated January 9, 2012 from ACWA JPIA on AC Pipe Safety Training**

- General Manager Gray stated that ACWA JPIA thanked FOWD for coordinating the Safety Training.

##### **2. Correspondence dated January 20, 2012 from the County of Sacramento regarding verification of data for the November 6, 2012 election**

- General Manager Gray informed the Board that Director Marx from Division 4 and Director Sarkovich from Division 5 will be up for the November 6, 2012 election.

##### **3. Correspondence dated January 2, 2012 from customer at 7732 Winding Way**

- General Manager Gray stated that the customer at 7732 Winding Way appreciated and thanked the FOWD Board for refunding the meter downsize fee.

##### **4. Correspondence dated January 26, 2012 from Fair Oaks Water District to Fair Oaks Recreation and Park District**

- General Manager Gray provided information on the FORPD Fair Oaks Park Renovation Project. He also provided an overview of a FOWD letter supporting the Grant Application for the Project (Prop 84 – Storm Water Grant Program).

##### **5. Correspondence dated January 30, 2012 from customer at 5560 Illinois Avenue**

- General Manager Gray provided a brief overview of the correspondence written by the customer at 5560 Illinois Avenue relative to financial matters.

#### **V. Discussion and Action Items: Old Business**

##### **1. Update and Discussion on FOWD Water Supply**

- Operations Manager Nisenboym stated that the water demand for January 2012 was 50% higher than January of last year due to dry weather. He also provided a report on surface and groundwater use.

##### **2. Report back and discussion on residential customer requests to reduce metered water service size**

- General Manager Gray reported that the District refunded \$7,000 to customers for the meter downsizing. The District received a total of 67 written requests for meter downsize to date.

## **VI. Discussion and Action Items: New Business**

### **1. Discussion and possible action on Policy number 5100 – High Speed Internet Access, Usage and Reimbursement**

- General Manager Gray stated that the existing policy was revised to place a maximum reimbursement of \$50 per month for designated employees.

M/S Gilliam/Marx, moved to approve the updated policy 5100

- Director Sarkovich stated that since everyone has high speed internet, the District should not have to reimburse any amount. It would be hard to determine which portion is for business use versus personal use. He recommended eliminating the high speed internet access reimbursement.

Upon discussion, the following votes resulted for the approval of the policy 5100:

NOES: Directors Gossett, Marx and Sarkovich

AYES: Directors Healey and Gilliam

(Motion failed)

M/S/C Sarkovich/Gossett, moved to adopt staff proposal to place a maximum reimbursement of \$50 per month and the policy shall expire July 1, 2012.

- General Manager Gray stated that some of the job descriptions needed to be re-written due to this Board action.

### **2. Discussion and possible action on Resolution No. 12-01 “Resolution Authorizing Individuals to act on Behalf of Plan”**

- General Manager Gray recommended that the Board approve Resolution No. 12-01 authorizing the General Manager and Human Resource Administrator to act on behalf of the District in matters related to the deferred compensation plan.

M/S/C Gilliam/Sarkovich, to approve Resolution No. 12-01.

## **VII. Upcoming Events**

### **1. February 15, 2012 / Supervisor Susan Peter’s FO Community Meeting / Fair Oaks**

- Information only.

**2. April 2-5, 2012 / CA-NV AWWA Spring Conference / Santa Clara CA**

- Information only.

**3. May 8-11, 2012 / ACWA Spring Conference / Monterey CA**

- Information only.

**VIII. Representative Reports**

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

- No report.

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

- General Manager Gray reported on the merit increase of the Executive Director, election of the Executive Committee Chair and Vice Chair and presentation by the Delta Stewardship Council.

**3. San Juan Family of Agencies Executive Committee**

- General Manager Gray stated that there were discussions on wholesale and retail financials, workshop agendas and treatment plant savings.

**4. Other**

- General Manager Gray reported on the ACWA Region 4 Executive Committee meeting.

**IX. Directors' Reports & Comments**

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

- No meeting.

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

- No meeting.

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

- No meeting.

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

- No meeting.

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

- None.

**6. Other**

- Director Gilliam announced that he will submit his resignation as Director for FOWD once he completes his move.

## **X. General Manager's Reports**

### **1. Monthly Work Performance Report.**

- General Manager Gray stated the monthly work performance report provides an overview of where staff is working. Staff is working on a revised summary to include the water sales data to monitor projected versus actual water sales.

### **2. Operate within 2012 Budget**

- General Manager Gray reported that, based on the monthly financial report, the District is currently operating under budget for January 2012.

### **3. Metered Rates Conversion Project**

- Discussed earlier.

### **4. Fair Oaks 40-inch Pipeline Project Planning & Design**

- General Manager Gray stated that this item will be discussed in closed session.

### **5. Policy Handbook Update**

- Ongoing update.

### **6. Delta Issues – Update on Regional Involvement**

- General Manager Gray provided an overview of the Delta Issues.

### **7. Other**

- General Manager Gray stated that the District settled on the final payment for the admin. building of \$13,740. The original requested payment amount was for \$48,000.

## **XI. Public Comment**

- Mr. Cornwell inquired if the Board gave permission for the General Manager to use the Board room for political events.
- General Manager Gray stated that the Board took actions allowing the Board room to be used for governmental functions but not for private functions.
- Mr. Costa stated that the CA state law allows the government agency to use its facility for public events. Although the District may have a policy restricting facility usage, government with higher authority can force the District to cooperate.

President Healey closed the open session at 7:23 p.m.

President Healey called the closed session meeting to order at 7:35 p.m.

**XII. Closed Session Pursuant to Government Code Sections 54956.8, 54956.9 and 54957**

1. Existing Litigation (Subdivision (a) of Section 54956.9) Name of case: Bluff City Inc. vs. Fair Oaks Water District et al. Sacramento County Superior Court
2. Anticipated litigation; significant exposure to litigation involving San Juan Water District related to the Fair Oaks 40-Inch Pipeline Rehabilitation Project.

President Healey reopened the meeting to the public at 8:41 p.m.

**XIII. Report from Closed Session**

None.

**XII. Public Comment**

None.

**XII. Adjournment**

With no further business to come before the Board, President Healey adjourned the meeting at 8:42 p.m.

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The Board approved the preceding minutes on March 12, 2012

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Tom R. Gray  
General Manager/Board Secretary

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Date