



District Attendees

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

Other Attendees

Karl Brustad, PE	Peterson Brustad Inc.
Ashley Smith, PE	Peterson Brustad Inc.
Dan York	SSWD

Absent

AGENDA ITEMS

I. CALL TO ORDER

- Board President Page called the meeting to order at 6:31 p.m.
- General Manager Gray stated that in accordance with the California Department of Public Health 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

- 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 April 13, 2020
 - b. Special Board Meeting of April 15, 2020
 - c. Special Board Meeting of April 27, 2020
2. Accept and File Treasurer's Report for the month of April 2020
 3. Accept and File Investment Report for the month of March 2019
 4. Accept and File Financial Expense Report
 5. Approval of Warrants
 6. Approval of Cal-Card Statements for the month of April 2020
 7. Approval of Board Expense Report for the month of April 2020

Director Sarkovich moved to approve the consent calendar.

Director Marx seconded the motion.

- Director McRae inquired about the YTD negative 84% for banking fees.
- Finance Manager Ha-Ly stated that the budget for 2020 banking fees was over because FOWD has not switched over to Invoice Cloud online payment processing. The money allocated for these fees are under this online payment processing. The annual amount is still under budget for banking fees. Staff will request to reallocate the funds at the next Board meeting.
- General Manager Gray stated that staff can show the Board the line item where the money is currently being budgeted. He clarified and confirmed with Finance Manager Ha-Ly that FOWD is within the budget for banking and payment processing fees.
- The Board inquired on the recovery of the FO-40 amount placed in the warrant for payment.
- General Manager Gray stated that FOWD will not recover the money placed in this warrant.
- Finance Manager Ha-Ly stated that FOWD did not budget for the FO-40 Project in the 2020 Budget as staff did not anticipate this bill. She requested that the Board approve the use of the reserves to cover the \$164,948.83.

Director Sarkovich amended the motion to approve the consent calendar and the use of the reserves of \$164,948.83 to fund the FO-40 Project.

Director Marx seconded the motion as amended.

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

IV. PRESENTATION & CORRESPONDENCE

1. Presentation by Peterson Brustad, Inc. on condition assessment of FOWD Transmission Mains

- Ms. Smith provided a presentation on the condition of FOWD water mains and recommendations for the next phase of the project.
- Director Marx stated that this is an important project and he recommended having the Technical Committee meeting to go over these projects and incorporate them into the future budget.
- Director McRae agreed with Director Marx and he added that there needs to be an implementation plan that FOWD can finance and spread over time.
- General Manager Gray inquired Karl Brustad if it is within the scope of the project to put together the financial plan.
- Karl Brustad stated that his company will look into that and emphasized that they develop project phasing with a cost estimate for each phase rather than a financial plan.

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on FOWD Water Supply for the month of April 2020

- Operations Manager Nisenboym reported that the weather in the month of April was 1.02 degrees cooler than normal with 2.56" precipitation. The total system demand for the month was recorded at 623 AC-FT. Wholesale connections provided 85% or 533 AC-FT. Groundwater sources provided 15% or 90 AC-FT.

2. Update on the Groundwater Wells Projects

- Operations Manager Nisenboym provided an update on the Groundwater Wells Projects.

3. Update and discussion on the FOWD Corporation Yard Project

- Operations Manager Nisenboym stated that the Gutierrez/Associates requested that the Board select one of the three design options (Option A \$5M, Option B \$4M, and Option C \$3M) to submit to Sacramento County.
- Director McRae leaned toward Option B.
- The Board inquired if FOWD can change the Option after the submission.
- Operations Manager Nisenboym stated that based on the communication from Gutierrez/Associates, FOWD can change the Option after the plan has been submitted to the County.
- The Board selected Option C with the lowest cost to be submitted to the County.

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion and possible action to accept and file the Fair Oaks Water District's Comprehensive Annual Financial Report (CAFR), with Independent Auditor's Report, for the year ended December 31, 2019

- President Page inquired if there were changes to the CAFR from the April meeting.

- Operations Manager Nisenboym stated that the cover page, organization chart and operating information was added.

Director Sarkovich moved to accept and file the Fair Oaks Water District's Comprehensive Annual Financial Report (CAFR), with Independent Auditor's Report, for the year ended December 31, 2019.

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 additional funding

- Operations Manager Nisenboym requested \$106,200 from the contingency fund to cover Services Upgrades, Phoenix Water Main Projects and an 8-inch Meter Intertie Replacement.

Director Sarkovich moved to authorize staff to transfer \$106,200 from contingency fund to cover the 2020 expenses.

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

- Special Board Meeting / May 13, 2020 / Teleconference/Webcam
 - Information only.
- Engineering Committee Meeting / May 20, 2020 / Teleconference/Webcam
 - Information only.
- Finance Committee Meeting / May 26, 2020 / Teleconference/Webcam
 - Information only.
- Regular Board Meeting / May 27, 2020 / Teleconference/Webcam
 - Information only.

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)

- None.

2. Regional Water Authority (RWA)

- None.

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 provided an update on the water transfer with Carmichael Water District.

5. Claims Against District

- None.

6. Employee Update

- None.

7. Water Issues – Update on Regional Involvement

- None.

8. Other

- General Manager Gray stated that management will be working on a modified operations plan relative to COVID-19 to present to the Board effective 6/1/2020.

XI. PUBLIC COMMENT

- None.

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

President Page called the closed session meeting to order at 8:10 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 9:08 p.m.

President Page reopened the meeting to the public at 9:08 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 9:08 p.m.

The Board approved the preceding minutes on June 8, 2020

Michael Nisenboym
Operations Manager

Date