



**District Attendees**

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

**Other Attendees**

Peggy Vande Vooren	Shareholder, Gilbert CPAs
Pam Freeman	CPA, Gilbert CPAs
Joe Arch	President, JJACPA, Inc.
Fortune Andzouana	Senior Accountant, JJACPA, Inc.
Tim Menezes	Visitor
George Babcock	Visitor

**Absent**

Michael McRae	Board President
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**AGENDA ITEMS**

**I. CALL TO ORDER**

- Board Vice President Page called the meeting to order at 6:30 p.m.

**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 October 14, 2019

- b. Special Board Meeting of October 24, 2019
2. Accept and File Treasurer's Report for the month of October 2019
3. Accept and File Investment Report for the month of September 2019
4. Accept and File Financial Expense Report for the month of October 2019
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of October 2019
7. Approval of Board Expense Report for the month of October 2019

Director Marx moved to approve the consent calendar as presented.

Director Sarkovich seconded the motion.

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

Absent: McRae

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

- 1. Interviews with certified public accounting firm selected by the FOWD Board of Directors at the October 14, 2019 public Board meeting**
  - General Manager Gray invited Gilbert CPAs Shareholder, Peggy Vande Vooren and Gilbert CPAs Manager, Pam Freeman to interview with the FOWD Board.
  - General Manager Gray invited JJACPA, Inc. President, Joe Arch and JJACPA, Inc. Senior Accountant, Fortune Andzouana to interview with the FOWD Board.
- 2. Correspondence dated October 15, 2019 from ACWA JPIA awarding FOWD with the "President's Special Recognition Award"**
  - General Manager Gray provided an overview on the correspondence dated October 15, 2019 from ACWA JPIA awarding FOWD with the "President's Special Recognition Award."

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

- 1. Discussion and possible action on the hiring of a new certified public accounting firm to provide financial audit services in accordance with Fair Oaks Water District's Policy No. 5010**
  - General Manager Gray recommended that the Board select a CPA firm to provide financial audit services in accordance with Fair Oaks Water District's Policy No. 5010.

Director Sarkovich moved to authorize the General Manager to enter into a contract with JJACPA, Inc. to perform professional accounting services.

Director Marx seconded the motion.

- Director Sarkovich stated that both firms are highly qualified, and he recommended JJACPA, Inc.
- Attended member of the public stated his concern that since the firm is not local, he is worried about additional cost associated with travel expenses.
- Director Sarkovich and staff responded that the proposed fee is flat and includes travel expenses.

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

Absent: McRae

**2. Discussion on FOWD Water Supply for the month of October 2019**

- Operations Manager Nisenboym provided an overview of the water supply for the month of October 2019. No rain was recorded during the month and average temperature was below average. System demand was 937.21 AC-FT, 68.57% of demand was supplied from wholesale water connection and 31.43% of demand supplied by groundwater sources. The District increased groundwater production on October 16, 2019.

**3. Discussion and possible action on FOWD’s 2020 Proposed Annual Budget**

- General Manager Gray presented FOWD’s 2020 Proposed Annual Budget for adoption.

Director Sarkovich moved to adopt the FOWD’s 2020 Proposed Annual Budget as presented.

Director Marx seconded the motion.

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

Absent: McRae

**4. Update and Discussion on providing a wireless internet connection at the FOWD**

- General Manager Gray provided an update on the wireless internet connection at the FOWD.

**5. Discussion and possible action on the purchase of a new audio/video system for the FOWD Board Room**

- General Manager Gray recommended that the Board authorize the General Manager to purchase a new audio/video system for FOWD Board Room.

Director Marx moved to authorize the General Manager to purchase a new audio/video system for FOWD Board Room.

Director Page seconded the motion.

- Director Sarkovich suggested that the Board table the item to the December Board meeting to provide opportunity for Director McRae to cast his vote.

Motion was tabled to the December Board meeting.

**6. Update and discussion on providing online bill pay for FOWD customers**

- General Manager Gray provided an update on providing online bill pay for FOWD customers.

**7. Update on selection of Special District Commissioner and Alternate Special District Commissioner for the Sacramento Local Agency Formation Commission**

- General Manager Gray provided an update on the selection of Special District Commissioner and Alternate Special District Commissioner for the Sacramento Local Agency Formation Commission.

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

**1. Discussion on a new Transmission Main Leak**

- General Manager Gray provided an overview of a new Transmission Main Leak.

**VII. UPCOMING EVENTS**

**1. Fair Oaks Chamber of Commerce Business Luncheon / November 21, 2019 / Fair Oaks Community Club House / Fair Oaks**

- Information only.

**2. ACWA 2019 Fall Conference / December 3-6, 2019 / San Diego, CA**

- Director Marx and General Manager Gray will be attending the ACWA 2019 Fall Conference on December 3-6, 2019.

**3. FOWD Annual Holiday Party / December 11, 2019 / FOWD Admin. Building**

- Information only.

**VIII. REPRESENTATIVE REPORTS**

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

- No report.

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

- General Manager Gray reported on RWA's staff retirement.

**3. Sacramento Water Forum**

- Director Page reported on the Sacramento Water Forum.

**4. Other**

- Director Page reported on the LAFCo meeting.

**IX. DIRECTORS' REPORTS & COMMENTS**

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

- Director Sarkovich stated that the Budget Committee met during a Special Board Meeting held October 24, 2019 to develop the FOWD's 2020 Annual Budget for Board adoption.

**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 – (McRae, Page)**

- None.

**7. Carmichael Water District Ad-Hoc Committee – (Marx, McRae)**

- None.

**8. Other**

- None.

**X. GENERAL MANAGER'S REPORT**

**1. Monthly 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**

- Report provided; no discussion.

**6. Employee Update**

- None.

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

- None.

**8. Other**

- None.

**XI. PUBLIC COMMENT**

- None.

Vice President Page closed the open session meeting at 7:48 p.m.

Vice President Page called the closed session meeting to order at 7:53 p.m.

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

1. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) – One case

Vice President Page closed the closed session meeting at 8:58 p.m.

Vice President Page reopened the meeting to the public at 8:58 p.m.

**XIII. REPORT FROM CLOSED SESSION**

- None.

**XIV. PUBLIC COMMENT**

- None.

**XV. ADJOURNMENT**

With no further business to come before the Board, Vice President Page adjourned the meeting at 8:58 p.m.

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The Board approved the preceding minutes on December 9, 2019

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Tom R. Gray  
General Manager/Board Secretary

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Date