



**District Attendees**

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

Paul Helliker	SJWD General Manager
Ted Costa	SJWD Board Member
George Babcock	Visitor

**Absent**

Michael McRae

**AGENDA ITEMS**

**I. CALL TO ORDER**

- Board Vice President Petersen called the meeting to order at 6:30 p.m. He pointed out a labeling error on the agenda.

**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 17, 2023
2. Accept and File Treasurer's Report for the month of April 2023
3. Accept and File Investment Report for the month of March 2023
4. Accept and File Financial Expense Report for the month of April 2023

5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of April 2023
7. Approval of Board Expense Report for the month of April 2023

Director Sarkovich moved to approve the consent calendar as presented.

Director Dolby seconded the motion.

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

Absent: Board President McRae

#### **IV. PRESENTATIONS & CORRESPONDENCE**

1. None.

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

##### **1. Discussion and possible action on recruitment of the FOWD Assistant General Manager**

- Human Resource Administrator Simon provided an overview of the proposed recruitment firms. She recommended Bob Murray & Associates to conduct the recruitment for a FOWD Assistant General Manager position.
- General Manager Gray shared that Ralph Andersen & Associates was used for his recruitment in 2004.
- Director Sarkovich inquired if there was a sense of urgency, as he was under the impression this process would take place later.
- General Manager Gray emphasized that recruitment is a long process, even if it begins now, it will take a while for the recruitment to be finalized. FOWD is currently behind with the completion of Board approved projects, given that most of the work is in-house. The hiring of an Assistant General Manager will provide more value than outsourcing the work.
- Director Sarkovich stated he is satisfied with General Manager Gray's response.
- General Manager Gray stated FOWD will provide the draft job description and requirements to the recruitment firm and they will polish it. He will resend the Board a draft description of the Assistant General Manager position.
- SJWD General Manager Helliker mentioned he had worked with all three recruiting firms in the past. Bob Murray & Associates is a good choice.

Vice President Petersen moved to authorize General Manager Gray to enter into a contract with Bob Murray & Associates for the recruitment of an Assistant General Manager.

Director Sarkovich seconded the motion.

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

Absent: Board President McRae

**2. Update and discussion on FOWD participation in the State Voluntary Agreement**

- General Manager Gray provided an update and overview of the agreement and its purpose.
- General Manager Gray stated that FOWD needs to work out a supplemental agreement with SJWD in order to participate. A meeting has been set with SJWD, Orangevale Water District and Citrus Heights Water District (CHWD) for May 24, 2023 to discuss water rights. There is also a 2x2 Board Member meeting between the SJWD and FOWD scheduled for May 22, 2023.
- SJWD General Manager Helliker provided a summary of the water transfer portion of the State Voluntary Agreement meeting that took place this morning. SJWD and FOWD will do a joint groundwater substitution transfer arrangement.
- General Manager Gray stated that final details for participation by FOWD are pending discussion.

**3. Update and discussion on SJWD water right water place of use issues**

- General Manager Gray attended the Carmichael Water District – Sacramento Suburban Water District Board Meeting and proposed that they consider the removal of references made in the Phase 1 Analysis Report regarding legal access to SJWD’s water rights if not proven true.

**4. Update and discussion on the SJWD Wholesale Master Plan – response to FOWD comments**

- General Manager Gray provided an overview and update.
- SJWD General Manager Helliker appreciated the feedback and comments submitted by FOWD and CHWD. SJWD provided responses to the comments received and stated that the Wholesale Master Plan will be revised.

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

**1. Update and discussion on FOWD Water Supply for the month of April 2023**

- Technical Services Manager Siebensohn provided a summary of the water supply report.

**2. Discussion and Board direction on groundwater pumping for the summer of 2023**

- General Manager Gray provided an overview and update. Beginning May 1, 2023, the goal this summer is to meet 30% of the demand with groundwater.
- Director Sarkovich stated the goal is to meet at least 30% of the demand with groundwater. FOWD met its demand this month with 52% groundwater. He believes groundwater is more cost effective for the FOWD.

- General Manager Gray stated that Director Sarkovich’s request has been noted. He hopes the 2x2 meetings with SJWD will lead to collaborating operations with financial incentives and benefits for both districts.
- SJWD General Manager Helliker provided an overview on transfer methodology during non-transfer years.
- Director Sarkovich noted that FOWD has spent a significant amount of money on wells and they need to be used.
- General Manager Gray responded that, in accordance with FOWD Board direction, FOWD’s investment in groundwater is to provide water reliability for Fair Oaks customers first and then look for capital investment recovery through water transfers.

**VII. UPCOMING EVENTS**

- 1. SJWD Finance Meeting / May 16 / Granite Bay, CA**
  - Information Only.
- 2. SJWD Regular Board Meeting / May 24 / Granite Bay, CA**
  - Information Only.
- 3. County of Sacramento Supervisor Desmond Community Outreach Meeting / June 1 / FOWD**
  - Information Only.

**VIII. REPRESENTATIVE REPORTS**

- 1. Sacramento Groundwater Authority (SGA)**
  - No meeting.
- 2. Regional Water Authority (RWA)**
  - Information Only.
- 3. Sacramento Water Forum**
  - Information Only.
- 4. Other**

**IX. DIRECTORS’ REPORTS & COMMENTS**

- 1. Budget Committee – (Sarkovich, Dolby)**
  - Director Sarkovich will not be attending June’s Regular Board Meeting. He inquired about when the 2024 budget discussions will be taking place. He also stated that committed projects should be completed before FOWD starts any new projects.

- General Manager responded that FOWD will provide an outline at the July 2023 Board meeting.
  - Director Marx stated he will also be out in June.
  - The next Board meeting could potentially be moved to June 12, 2023. General Manager Gray will confirm Board President McRae's availability on this date.
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. **Wholesale Water Agreement Ad-Hoc Committee – (McRae, Petersen)**
    - None.
  7. **Carmichael Water District Ad-Hoc Committee – (McRae, Dolby)**
    - None.

## **X. GENERAL MANAGER'S REPORT**

1. **Maintenance Work Report**
  - Report provided.
2. **Capital Projects Status Report**
  - Report provided.
  - Director Sarkovich inquired about the status of the New York Well and Skyway Well Projects.
  - General Manager Gray stated an update on the New York Well will be provided at the next Board meeting. The design has been completed and it will be reviewed shortly. The motor pump for the Skyway Well Project was received this week. General Manager Gray suggested it would be a good time to schedule a tour of the well site.
  - Vice President Petersen asked if Skyway Well is a traditional production well and New York Well will be equipped with new ASR.
  - General Manager Gray provided an overview of each project.
3. **Authorizations of Additional Funding**
  - Report provided.

**4. Water Transfer Status Report**

- None.

**5. Claims Against District**

- Report provided.

**6. Employee Update**

- General Manager Gray reported the resignation of the Inventory Technician and provided a brief description of the role. Modifications will be made to the job description to create a higher-level position, which will consist of more responsibilities. This will be discussed at the next Board meeting.
- Operations Manager Huckaby stated changes in this position will add more value to FOWD, as the intention is to allocate approximately 25% of the time to inventory management creating more time for various other responsibilities.
- Human Resource Administrator Simon provided feedback regarding the proposed modifications on the job description. Once the changes are made, she believes current FOWD employees will be applying for this position.

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

- None.

**8. Other**

- None.

**XI. PUBLIC COMMENT**

- Visitor Babcock requested clarification on the percentage goal of groundwater pumping for the summer of 2023.
- Director Sarkovich responded the goal is to meet at least 30% of the demand with groundwater.
- General Manager Gray clarified that at the end of 2023, FOWD would like to be at least 30% or more; it is an annual target.
- Visitor Babcock provided his feedback on the distribution of the requested pumping percentage.

Vice President Petersen closed the open session meeting at 7:50 p.m.

Vice President Petersen opened the closed session meeting at 8:03 p.m.

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

1. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) – two cases

Vice President Petersen closed the closed session meeting at 9:22 p.m.

Vice President Petersen reopened the meeting to the public at 9:23 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 Petersen adjourned the meeting at 9:23 p.m.

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The Board approved the preceding minutes on June 12, 2023



Tom R. Gray  
General Manager/Board Secretary

6-14-2023

Date