



Regular Board Meeting – January 23, 2017, 7:00 p.m.
Carmichael Water District Board Room
7837 Fair Oaks Boulevard
Carmichael, CA 95608

MINUTES

The Board of Directors of the Carmichael Water District met in Regular Session this 23rd day of January at 7:00 p.m. at the District Office located at 7837 Fair Oaks Boulevard, Carmichael.

ATTENDANCE:

- Directors:** Mark Emmerson, John Wallace, Ron Greenwood, Paul Selsky
- Staff:** Steve Nugent, Lynette Moreno, Chris Nelson, Shelby Kalisiak
- Guest:** Zero (0) guests.
- Public:** Three (3) members of the public

CALL TO ORDER: President Wallace called the meeting to order at 7:00 p.m. and asked that there be a moment of silence for customer Jim Baker.

Annual Policy Review / Amendment

Organizational Meeting:

Per District Policy 7100.60 “The Board of Directors shall hold an Organizational Meeting at its first meeting in January. At this meeting the Board will elect a President and Vice-President from among its members to serve for a one-year period, and will appoint the General Manager as the Board’s Secretary and a District staff member as Assessor-Collector/Treasurer.” The General Manager recommends that Lynette Moreno, District Assistant Manager be appointed as Assessor-Collector/Treasurer.

M/S Emmerson / Greenwood to elect Director Emmerson as President and Director Greenwood as Vice President.

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: **Ayes:** **Nays:** **Absent:** **Abstain:**

Passed Unanimously: Yes

M/S Emmerson / Greenwood to appoint General Manager as Board’s Secretary and appoint District Assistant Manager as Board’s Assessor-Collector/Treasurer.

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: **Ayes:** **Nays:** **Absent:** **Abstain:**

Passed Unanimously: Yes

GAVEL WAS PASSED TO PRESIDENT EMMERSON TO CONDUCT MEETING.

DISTRICT REPORTS:

1. **General Manager’s Written Report.**
Discussed with Board
2. **District Activity Written Report Presented by the Assistant General Manager.**
Discussed with Board
Seth Hodges commented.

PUBLIC COMMENT:

3. **Public Comment.**
Seth Hodges wished the Board a happy New Year and stated that he appreciates the Board and staff’s work.
David Hanscom commented on meter change over to radio reads.

CONSENT CALENDAR:

Consent Calendar items are expected to be routine and non-controversial, to be acted on by the Board in one motion. Should any Board member, staff member, or interested person request discussion on an item, the Board will consider the item separate from the Consent Calendar.

4. **Minutes for the Regular Board Meeting – December 12, 2016.**
5. **Paid Expenditures Report – December 2016.**
6. **Investment Transaction Report – December 2016.**
7. **Budget Summary – December 2016.**
8. **Cash Flow Projection – December 2016.**
9. **Statement of Net Position – December 2016.**
10. **Statement of Revenues, Expenses and Changes in Net Position – Quarter Ending December 2016.**
11. **Resolution 01232017-1 – A Resolution Adopting an Annual Statement of Investment Policy for Carmichael Water District and Exhibit A the Treasurer’s Statement of Investment Policy.**

M/S Greenwood / Wallace to approve the Consent Calendar.

Discussion

Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: **Ayes:** **Nays:** **Absent:** **Abstain:**

Passed Unanimously: **Yes**

ACTION CALENDAR:

12. **Joint Task Order between Carmichael Water District (CWD) and Del Paso Manor Water District (DPMWD).**

Management staff recommends that the Board of Directors authorize the General Manager to sign a letter of agreement to DPMWD to pay a not-to-exceed amount of \$6,750.00 to fund CWD’s half of the intertie task order.

M/S Selsky / Wallace to approve as recommended.

Discussion

Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: **Ayes:** **Nays:** **Absent:** **Abstain:**

Passed Unanimously: **Yes**

ACTION CALENDAR CONTINUED:

13. Joint Task Order between Carmichael Water District and Fair Oaks Water District (FOWD) – Water Transfer and Strategic Consulting Services.

Management staff recommends that the Board of Directors approve:

- a. Assignment of this item to the CWD Water Sales Committee;
- b. Committee to meet with Fair Oaks Water District team to finalize Task Order;
- c. Authorize the General Manager to sign the finalized Task Order for the not-to-exceed amount of \$30,000.00 (which is half of the total joint task order cost); and
- d. FY 2016-2017 budget adjustment and transfer in the amount of \$30,000 from reserves to the Administrative Services O&M Budget (under Board – legal/services – water transfers).

M/S Greenwood / Wallace to approve as recommended.

Discussion

Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: Ayes: Nays: Absent: Abstain:

Passed Unanimously: Yes

14. Board of Directors Organization and Committee Assignments.

Per District Policy 7070.30 “Representative Committee Assignments: Meetings of the approved list of membership associations on which the District is officially represented attended by the representative or alternate of the Board who has been appointed to represent the District. Board Representatives and Alternates will be approved annually at the January Board meeting.”

This item has been tabled and will be brought back at the February Board Meeting.

15. Board of Directors 2017 Conferences and Meetings Schedule.

Per District Policy 7030.21 “Director conference attendance must be approved annually at the January Board meeting. Resolution No. 3573-2 limits attendance at all conventions, meetings, seminars, symposia or other water agency related business, outside a radius of fifty (50) miles from Sacramento to three (3) District representatives approved by the Board. The Board will annually review all such functions and decide on District participation. Exceptions to the above require special Board consideration and approval.”

M/S Wallace / Greenwood to approve 2017 Conferences and Meetings Schedule as published.

Discussion

Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals: Ayes: Nays: Absent: Abstain:

Passed Unanimously: Yes

16. Nomination for Membership on ACWA/JPIA Executive Committee.

Discussed with Board
No Action Taken

17. Nominations for Membership on Special District Advisory Committee (SDAC).

Discussed with Board
No Action Taken

STAFF REPORTS/INFORMATION:

- 18. **Water Line Leak Detection Project for Carmichael Water District.**
Discussed with Board
Seth Hodges commented.
- 19. **Director's Expense Reimbursement Summary for December.**

GENERAL CORRESPONDENCE/INFORMATION:

- 20. **Children's Receiving Home of Sacramento – Toys and Pajamas Drive.**
Discussed with Board
- 21. **News Articles.**
Discussed with Board
Seth Hodges commented.
- 22. **Director's Written and/or Oral Reports.**
Director Selsky – ACWA 2016 Fall Conference Meeting Notes
Director Greenwood:
 - a. Regional Water Authority Meeting**Director Wallace:** No Report
Director Emmerson:
 - a. Regional Water Authority Lobbyist Meeting**Director Leidy:** Absent

CALENDARS AND COMMITTEES:

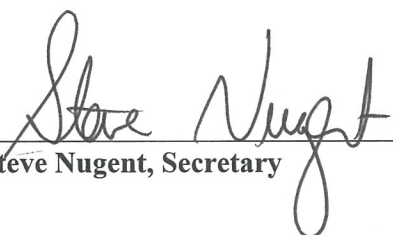
- 23. **Meetings Calendars:**
 - a. **2017 Board Meeting Calendar.**
 - b. **Meeting/Conference Calendar – February.**
 - c. **Meeting/Conference Calendar – March.**

ADJOURNMENT: The regular meeting was adjourned at: 8:47 p.m.

**The next meeting of the Board of Directors will be a Regular Board Meeting held on:
Monday, February 27, 2017 at 7:00 p.m.**



Mark R. Emmerson, President



Steve Nugent, Secretary