



**Regular Board Meeting  
Tuesday, April 16, 2024, 6:00 p.m.**

**Carmichael Water District  
7837 Fair Oaks Boulevard  
Carmichael, CA 95608**

**MINUTES**

**The Carmichael Water District Board of Directors met in Regular Session this 16<sup>th</sup> day of March at 6:00 p.m.**

**ATTENDANCE:**

**Directors:** Ronald Davis, Jeff Nelson, Paul Selsky  
**Staff:** Cathy Lee, Gaby Padilla  
**Guest:** Brent H. Ives with BHI Management Consulting  
**Public:** Seven (7) Members of the Public

**CALL TO ORDER:** President Selsky called the meeting to order at: **6:00 p.m.**

**PRESIDENTS COMMENTS:**

No comment.

**PUBLIC COMMENT:**

**1. Public Comment**

Mr. Christian commented that he recently found out that the Directors receive \$150 per month per Diem. Directors informed Mr. Christian that it is \$152 per meeting up to ten meetings a month. Mr. Christian inquired about on average how many meetings the Directors attend per month. Directors commented that it could be about two to three a month depending on what is going on. Mr. Christian commented that he realizes what it takes for the Directors to do what they do and tasked with the decision making and the comprehension and understanding of studies in order to make a good decision. He then inquired why the members of the Board are not paid more than \$152 per meeting and he knows that they aren't belabored by forty hour work weeks.

Directors stated that there are a few directors that do have full-time jobs on top of this. They also informed Mr. Christian that the pay is mandated by State law and it does state that there could be a cost of living adjustments but CWD has not done that in years. They also commented that they do this as a public service and is trying to give back to the community and the pay and the amount of work would not be compelling to someone who has a full-time job and a family. They wish there was something they can do to attract more people into wanting to be a director.

Mr. Christian commented that he has been thinking about this a lot and has been wondering what the end game is for the directors because he recognizes that there is not back pocketing and the only other end game would be the joy of doing public service.

Directors also commented that CWD directors also compare their pay to other water districts in the area and we do not want to get too out of line from others. Bigger districts may pay more and some city council members are getting a salary and benefits. In the past CWD Directors received retirement benefits and once that State law passed it was terminated.

Mr. Christian commented that it was interesting that the directors are not compensated except for attending a meeting but everything that they do outside of those meetings are all relevant to doing this job.

Directors also informed Mr. Christian that the State law also limits to one meeting per day.

The General Manager informed Mr. Christian that there is the Directors Compensation in the Board packet every month.

**CONSENT CALENDAR:**

**2. Minutes for the Regular Board Meeting – March 19, 2024**

**3. Minutes for the Special Board Meeting – March 26, 2024**

Directors commented that in the regular Board meeting minutes does a good job in describing what each commenter said. In this minutes, public comments were summarized and they noted the inconsistency there. They also mentioned that they noticed that in most minutes from other Board meetings, public comments are not summarized. They do not believe there is a standard way of doing this, but they feel like there should be consistency.

**4. Paid Expenditure Report – March 2024**

**5. Budget to Actual Report – February 2024**

**6. Resolution 04162024-01 – A Resolution Amending the Districts' Policy 5000 – Authorized Leave and Policy 5041 – Sick Leave – Healthy Workplaces, Healthy Families Act of 2014**

**7. Construction Improvement Standards (Standard Specifications and Details) Revision**

M/S Nelson / Selsky to approve the consent calendar with the following changes to the Minutes for the Special Board Meeting – March 26, 2024: 1) Clarify that for item number one the first sentence was a recommendation and 2) Clarify which memo Directors are referencing in item number one in the first comment.

Mark Emmerson	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Nelson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	<input type="checkbox"/>
Ronald Davis	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	<input type="checkbox"/>
Ron Greenwood	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	<input type="checkbox"/>
Board Totals:	Ayes:	3	Nays:	0	Absent:	2	Abstain:	0	
<b>Passed Unanimously:</b> <input checked="" type="checkbox"/>									

**ACTION ITEMS****8. Strategic Plan and Employee Survey**

Staff recommends that the Board of Directors discuss the scope of the strategic plan and authorize the General Manager to sign a service agreement with BHI Management Consulting.

Mr. Ives presented BHI Management Consulting's proposal.

Directors commented that they think this is very important and since there is a Special Board Meeting on April 19<sup>th</sup>, they would like to provide the opportunity for feedback and input from directors who are not present today and possibly move this item for that meeting.

Directors noted the step in the proposal where the consultant meet with all the directors to receive their input individually and then in a workshop.

Directors inquired if BHI would make recommendations on what the survey questions should be.

Mr. Ives informed the Board of Directors that he typically formulates employee survey questions after receiving input from boards and general managers based on what they want to know and then he will present them to the Board before the surveys go out to the employees. After receiving the answers, he integrates them into the strategic plan.

Directors agreed to table this item until the Special Board meeting on April 19, 2024.

**9. La Vista Storage Tank & Booster Pump Station Project – Professional Services Agreement (PSA) Amendment #1 for Construction Management Services**

Staff recommends that the Board of Directors approve a contract increase from \$999,201 to \$1,431,874 with Water Works Engineers and authorize the General Manager to execute Professional Services Agreement Amendment 1.

Directors inquired if the cost for the construction management cost increase would be recoverable from the responsible party.

The General Manager informed the Board of Directors that it is not at the moment. But there is a pending claim regarding the PCB issue with the La Vista project contractor who also have a claim against us as well and the issue is being worked on.

Directors inquired as to why this increase would not be the contractor's liability because the contractor extended the contract duration.

The General Manager informed the Board of Directors that the construction extension is part of the contractor's claim towards us. At this time, we are responsible for construction management services because we are asking the construction management consultant to do work during the delay to piece together events that happened and any other questions we had for the consultant. The General Manager also informed the Board of Directors that there is a closed session on this item with our legal counsel at the upcoming special meeting.

Directors agreed to table this item until the Special Board meeting on April 19, 2024 based on the information provided.

**10. Easement Purchase Agreements with San Juan Unified School District**

Staff recommends that the Board of Directors authorize the General Manager to execute District approval of the two Easement Purchase Agreements and pay the agreed upon prices.

Directors inquired what the current arrangement is for La Sierra.

The General Manager informed the Board of Directors that there is a licensing agreement in place where the school district allows us to use the site and would sell us the land if there were no water quality issues.

Directors inquired if this was just an easement and it was not being purchased.

The General Manager informed the Board of Directors that this was for a permanent easement because school districts would need to go through extensive land surplus process to sell their land and it would take more time and effort. Both lawyers from both sides agreed that it was easier, cheaper, and faster to do a permanent easement.

Directors inquired who pays the property taxes.

The General Manager informed the Board of Directors that we do not have to pay property taxes because we are a public agency.

M/S Nelson / Davis to approve staff's recommendation.

Mark Emmerson	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Jeff Nelson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ronald Davis	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" 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:	3	Nays:	0	Absent:	2	Abstain:	0
<b>Passed Unanimously:</b> <input checked="" type="checkbox"/>								

#### 11. Resolution 04162024-02 - A Resolution of the Board of Directors of the Carmichael Water District Declaring Certain Property Exempt Surplus Land Under the Surplus Land Act Surplus Charleston

Staff recommends that the Board of Directors:

- 1) declare 4515 Charleston Dr., Carmichael, CA 95608 (APN 247-0010-005) exempt surplus property under Surplus Land Act and adopt Resolution 04162024-02 - A Resolution of the Board of Directors of the Carmichael Water District Declaring Certain Property Exempt Surplus Land Under the Surplus Land Act and
- 2) discuss the real estate commission fees and authorize the General Manager to enter into contract with a realtor with a not-to-exceed 5% of the sale price fees.

Directors inquired if there is insurance on the house.

The General Manager informed the Board of Directors that there is insurance on the house and it is part of the property insurance with ACWA JPIA.

Directors inquired about the real estate commission fees.

The General Manager asked the Board of Directors to table the second recommendation because there is going to be some updates in the real estate commission fees on July 1<sup>st</sup>.

M/S Nelson / Davis to approve staff's first recommendation and not to accept the second recommendation as suggested by the General Manager.

Mark Emmerson	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
Jeff Nelson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ronald Davis	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" 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:	3	Nays:	0	Absent:	2	Abstain:	0
<b>Passed Unanimously:</b> <input checked="" type="checkbox"/>								

President Selsky tabled the remainder items until Special Board meeting on April 19, 2024 when all directors are present and adjourned the meeting.

**ADJOURNMENT:** President Selsky adjourned the meeting at: **6:41 p.m.**

  
Paul Selsky, Board President

  
Cathy Lee, Board Secretary

