Regular Board Meeting  
Tuesday, June 15, 2021, 7:00 pm  

Carmichael Water District Board Room  
7837 Fair Oaks Boulevard  
Carmichael, CA 95608

MINUTES

The Carmichael Water District Board of Directors met in Regular Session this 15th day of June at 7:00 p.m. at the District Office located at 7837 Fair Oaks Boulevard, Carmichael.

ATTENDANCE:
Directories: Mark Emmerson, Jeff Nelson, Ron Greenwood, Ron Davis  
Staff: Cathy Lee, Cecilia Dodge, Kathryn Kitchell, Waqas Hassan  
Guest: Zero (0)  
Public: Two (2) Members of the Public

CALL TO ORDER: President Emmerson called the meeting to order at: 7:00 p.m., led the Pledge of Allegiance, and introduced the Directors and District staff.

President Emmerson brought forward:

ACTION ITEM:

4. Resolution 06152021-1 – A Resolution Declaring a Vacancy in the Division 1 Director Position and Appointing Ronald Davis  
Staff recommends that the Board of Directors approve Resolution 06152021-01 to declare a vacancy in Division 1 and approve Mr. Ronald Davis to fill the Division 1 vacancy.  
   Discussed with Board  
   Chris Nelson Commented

M/S Nelson / Greenwood to approve Resolution 06152021-1 – A Resolution declaring a vacancy in the Division 1 Director position and appointing Ronald Davis as recommended.

   Discussed with Board

| Mark Emmerson | Aye ✓ | Nay | Absent | Abstain |
| Ron Greenwood | Aye ✓ | Nay | Absent | Abstain |
| Jeff Nelson   | Aye ✓ | Nay | Absent | Abstain |
| Paul Selsky   | Aye ✓ | Nay | Absent | ✓ Abstain |
| Vacancy       | Aye ✓ | Nay | Absent | Abstain |

Board Totals:  Ayes: 3  Nays: 0  Absent: 1  Abstain: 0

Motion Carried: ✓

Cathy Lee, Board Secretary administered the Oath of Office with Ronald Davis.

PUBLIC COMMENT:

1. Public Comment  
   David Hanscom commented  
   Director Greenwood commented
CONSENT CALENDAR:

2. Minutes for the Regular Board Meeting/Public Hearing – May 18, 2021

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

Discussed with Board
Director Greenwood commented
Director Nelson commented

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<tr>
<th>Mark Emmerson</th>
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<tr>
<td>Ron Greenwood</td>
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Board Totals: Ayes: 4 Nays: 0 Absent: 1 Abstain: 0

Motion Carried: ✓

ACTION CALENDAR:

5. Resolution 06152021-2 – A Resolution Adopting the Carmichael Water District (District) Fiscal Year 2021-2022 Annual Budget, Continuation of the Five-Year Water Rate Schedule (Including Water Shortage Surcharges), Fee Schedule, and Reserve Policy

Staff recommends that the Board approve Resolution 06152021-2 – A Resolution Adopting the Carmichael Water District Fiscal Year 2021-2022 Annual Budget, Continuation of the Five-Year Water Rate Schedule (Including Water Shortage Surcharges), Fee Schedule, and Reserve Policy as recommended, along with Budget Summary Projection, Scenario 1, a 4.3% Water Rate Adjustment on July 1, 2021.

M/S Emmerson / Greenwood to approve Resolution 06152021-2 – A Resolution Adopting the Carmichael Water District (District) Fiscal Year 2021-2022 Annual Budget, Continuation of the Five-Year Water Rate Schedule (Including Water Shortage Surcharges), Fee Schedule, and Reserve Policy as recommended, along with Budget Summary Projection, Scenario 1, a 4.3% Water Rate Adjustment on July 1, 2021.

Presentation by Cathy Lee and Kathryn Kitchell

Discussed with Board
Waqs Hassan commented
David Hanscom commented

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Board Totals: Ayes: 4 Nays: 0 Absent: 1 Abstain: 0

Motion Carried: ✓
6. **Association of California Water Agencies (ACWA) Region 4 Request for Nominees – Resolution 06152021-3, A Resolution Placing in Nomination for a Member of the ACWA Region 4 open Board position**

Staff recommends that the Board select a nominee for the ACWA Region 4 Board position, and approve the submission of Resolution 06152021-3, a resolution placing in nomination for a member of the ACWA Region 4 open Board position.

M/S _Nelson_ / _Greenwood_ to approve Resolution 06152021-3 – A Resolution Placing in Nomination of Director Ron Davis for a Member of the ACWA Region 4 open Board position.

Discussed with Board
Waqas Hassan commented
David Hanscom commented

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Board Totals: Ayes: 4 Nays: 0 Absent: 1 Abstain: 0

Motion Carried:  ✔

7. **Authorization to Execute Contract Change Order to On-Call Hydraulic Modeling Support for Fire Flow Evaluations Fiscal Year 2020-2021**

Staff recommends the Board authorize the General Manager to execute a Contract Change Order for up to $10,000 to extend the On-Call Hydraulic Modeling Support for Fire Flow Evaluations Fiscal Year 20-21 contract until the new contract is executed if necessary.

M/S _Greenwood_ / _Davis_ to approve the authorization to Execute Contract Change Order to On-Call Hydraulic Modeling Support for Fire Flow Evaluations Fiscal Year 2020-2021 as recommended

Discussed with Board

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Board Totals: Ayes: 4 Nays: 0 Absent: 1 Abstain: 0

Motion Carried:  ✔
8. **Authorization to Execute the Minute No 1 to Diversion, Treatment, and Delivery Agreement with Golden State Water Company and Approval of notice of Exemption for using remediated groundwater**

Staff recommends the Board authorize the General Manager to execute the Minute No 1 to Diversion, Treatment, and Delivery Agreement with Golden State Water Company and approve the Notice of Exemption for using groundwater.

M/S Greenwood / Emmerson to approve the authorization to Execute the Minute No 1 to Diversion, Treatment, and Delivery Agreement with Golden State Water Company and Approval of notice of Exemption for using remediated groundwater as recommended.

Discussed with Board

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Board Totals: Ayes: 4 Nays: 0 Absent: 1 Abstain: 0

**Motion Carried:** ✔️

9. **Authorization for General Manager to Schedule Special Session/Public Hearing for June 24, 2021 for Purpose of Declaring Water Shortage Emergency Conditions**

Staff recommends the Board approve and authorize the General Manager to publish notice of Public Hearing for June 24, 2021 for purpose of presenting Resolution 06242021-2 – A resolution declaring water shortage emergency conditions.

Discussed with Board

President Emmerson authorized the scheduling of the meeting as recommended.

10. **Finance Department Staffing, Recruitment and Retention**

Staff recommends that the Board authorize the General Manager to 1) update the salary range for the Billing Supervisor to $62,508.15 to $87,955.25, and 2) reclassify the Staff Accountant Position to a flexibly staffed broad banded job description of Accountant / Senior Accountant, and 3) establish the salary range of the Accountant / Senior Accountant to $67,130.88 to $91,000.

M/S Nelson / Greenwood to approve the Finance Department Staffing, Recruitment and Retention as recommended.

Discussed with Board

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**Motion Carried:** ✔️
STAFF REPORTS:

11. General Manager and District Activity Report – May 2021
   Discuss with Board

12. Director’s Expense Reimbursement Summary for May 2021
   No Discussion / Comments

GENERAL CORRESPONDENCE/INFORMATION:

   No Discussion / Comments

14. News Articles
    No Discussion / Comments

15. Director’s Written and/or Oral Reports

   Director Greenwood
   a. Regional Water Authority Board Meeting
   b. Association of California Water Agencies Local Government Meeting
   c. Association of California Water Agencies Energy Committee Meeting
   d. Regional Water Authority/Sacramento Groundwater Authority/Sacramento County Groundwater
      Authority Consolidation Meeting

   Director Nelson:
   a. San Juan Water District Regular Board Meeting
   b. Meeting with Fair Oaks Water District Board Member Randy Marks
   c. Meeting with Sacramento Suburban Water District Board Member Craig Locke

   Director Davis:
   a. San Juan Water District Regular Board Meeting

   Director Emmerson:
   a. Joint Powers Insurance Authority Board of Directors Meeting
   b. Association of California Water Agencies Conference
   c. Association of California Water Agencies Board Meeting

ADJOURNMENT: The regular meeting was adjourned at: 8:48 p.m.