

**SAN JUAN WATER DISTRICT
SPECIAL BOARD MEETING AGENDA
September 25, 2018 (Tuesday)
6:00 p.m.
9935 Auburn Folsom Road
Granite Bay, CA 95746**

The Board may take action on any item on the agenda, including items listed on the agenda as information items. The Board may add an item to the agenda (1) upon a determination by at least three Board members that an emergency situation exists, or (2) upon a determination by at least four Board members (or by three Board members if there are only three Board members present) that the need to take action became apparent after the agenda was posted.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Please inform the General Manager.

Documents and materials that are related to an open session agenda item that are provided to the District Board less than 72 hours prior to a regular meeting will be made available for public inspection and copying at the District office during normal District business hours.

In compliance with the American's with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Board Secretary at 916-791-0115. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Please silence cell phones and refrain from side conversations during the meeting.

I. ROLL CALL

II. PUBLIC FORUM

During the Public Forum, the Board may briefly respond to statements made or questions posed by the public, or ask District staff for clarification, refer the matter to District staff or ask District staff to report back at a future meeting. The Board will not take action on any matter raised during the Public Forum, unless the Board first makes the determinations to add the matter to the agenda.

III. CONSENT CALENDAR

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff request a specific item removed after the motion to approve the Consent Calendar.

1. Minutes of the Board of Directors Meeting, August 22, 2018 (W & R)

Recommendation: Approve draft minutes

2. CMMS Design Guide and Platform Options Evaluation (W & R)

Recommendation: Approve the award for a Consulting Services Contract related to the CMMS Design Guide and Platform Options Evaluation to HDR Engineering, Inc. in the amount of \$92,665, with a total approved budget of \$102,000

3. Maintenance Building HVAC Replacement Project (W & R)

Recommendation: Authorize construction contract Change Order No. 1 to AirCo Mechanical, Inc. for the amount of \$32,556 for unanticipated structural upgrades to the Maintenance Building roofing truss system and extending the existing authorized budget by the same amount. The proposed request brings the total authorized budget to \$94,300

IV. OLD BUSINESS

1. 2016 Staffing Analysis Update (W & R)
Discussion
2. Douglas Main Replacement Project Status Update (R)
Presentation

V. NEW BUSINESS

1. November and December Board Meeting Dates (W & R)
Reminder that the November and December Board meetings are scheduled for the second Wednesday per the Board Rules
2. District Banking Policy (W & R)
Action: Consider a motion to approve the proposed Banking Policy
3. District Reserve Policy (W & R)
Action: Consider a motion to approve the proposed Reserve Policy, and rescind all previous Reserve Policies made by motion of the Board of Directors
4. First Reading of Ordinance 3100 – An Ordinance of the Board of Directors of the San Juan Water District Repealing Ordinance No. 3000 of the District Code of Ordinances (W & R)
Action: Introduce Ordinance 3100 and read the full text of the proposed ordinance or waive such reading by motion of the Board

VI. INFORMATION ITEMS

1. General Manager's Report
 - 1.1 General Manager's Monthly Report (W & R)
Staff Report on District Operations
 - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance's Report
 - 2.1 State Revolving Fund Update (W & R)
 - 2.2 Miscellaneous District Issues and Correspondence
3. Operation Manager's Report
 - 3.1 Miscellaneous District Issues and Correspondence
4. Legal Counsel's Report
 - 4.1 Legal Matters

VII. DIRECTORS' REPORTS

1. SGA
2. RWA
3. ACWA
 - 3.1 Local Government/Federal Affairs/Region 4 - Pam Tobin
 - 3.2 JPIA – Pam Tobin
 - 3.3 Energy Committee - Ted Costa
4. CVP Water Users Association

5. Other Reports, Correspondence, and Comments

VIII. COMMITTEE MEETINGS

1. Engineering Committee – September 18, 2018
2. Finance Committee – September 24, 2018

IX. UPCOMING EVENTS

1. ACWA Region 4 Folsom Dam Tour
September 26, 2018
SSWD Antelope Facility, CA
2. Water Utility Open House 2018 – Customer Appreciation Day
October 6, 2018
Granite Bay, CA
3. SGA 20th Anniversary Celebration
October 18, 2018
North Ridge Country Club, Fair Oaks
4. ACWA Fall Conference
November 26-30, 2018
San Diego, CA

X. ADJOURN

UPCOMING MEETING DATES

October 24, 2018
November 14, 2018
December 12, 2018

I declare under penalty of perjury that the foregoing agenda for the September 25, 2018 special meeting of the Board of Directors of San Juan Water District was posted by September 21, 2018, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

Teri Grant, Board Secretary