



Regular Board Meeting  
Tuesday, January 21, 2025, 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 21<sup>st</sup> day of January at 6:00 p.m. in person and via teleconference.

**ATTENDANCE:**

Directors: Ronald Davis, Mark Emmerson, Ron Greenwood, Jeff Nelson, Paul Selsky  
Staff: Cathy Lee, Gaby Padilla, Debbie Martin, Greg Norris, Aaron Ferguson  
Guest: Brian Toppel  
Public: Two (2) Members of the Public

**CALL TO ORDER:** President Selsky called the meeting to order at: **6:02 p.m.**

**PRESIDENTS COMMENTS:** President Selsky commented that it has been an honor serving as Board President in 2024.

**ORGANIZATIONAL MEETING:**

Per District Policy 9400.60 "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 the Finance Manager as Assessor-Collector/Treasurer."

M/S Selsky / Davis to nominate Director Greenwood as President.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0

**Passed Unanimously:**

M/S Nelson / Davis to nominate Director Emmerson as Vice President.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0

**Passed Unanimously:**

President Greenwood appointed the General Manager as the Board's Secretary and the Finance Manager as Assessor-Collector/Treasurer.

**PUBLIC COMMENT**

**1. Public Comment**

Mr. Hanscom commented that in the last eight years it has been rough for fires in cities and the latest fire in Los Angeles got him thinking about it again. He mentioned that he has always had concerns about CWD's main pump station location and its defensibility against fires. There is water and power at the pump station but nothing to protect it from a fire. At the tanks there are generators and the District is starting to put in generators at the well sites as well. The generators will keep the wells and pumps working during and after a fire. He also commented that he is unaware if CWD has a program in case of a fire at these locations. There is a concern about having water in the fire hydrants but he knows that if there is water in the houses then there is water in the hydrants since they come out of the same main. He then

inquired if there was a plan or program for checking the hydrants to confirm that all the valves work and that they are not frozen shut.

The General Manager thanked Mr. Hanscom for bringing this topic up because this is a topic that staff has gotten calls about since the L.A. fires started. The customers' calls were mostly about whether CWD had enough water if there was a fire. The General Manager stated that if all 12,000 houses was to burn within our District then we do not have enough water to fight the fire. She mentioned that if that was to happen then CWD would have to turn on all the interties with all the neighboring agencies which include Fair Oaks Water District, Citrus Heights Water District, and Sacramento Suburban Water District. Staff is currently working on a Standard Operating Practice (SOP) for this as well. The General Manager also informed Mr. Hanscom that staff exercises the fire hydrants surrounding the water treatment plant (WTP) to make sure they are fully functional and Sacramento Metro Fire (SMF) exercises the rest of the fire hydrants. She also commented that staff is also trying to fortify CWD's fire hydrant exercise program. Staff is also looking at other preventative measures at the WTP. One main concern is the redwood trees surrounding the plant and the best option to make sure there is a defensible space between the trees and the WTP. Last year the trees were trimmed and staff is looking to see if it's necessary to do it again this year.

Directors commented that they attended the ACWA State Legislative Committee meeting last Friday and they would anticipate several bills on fire protection, fire prevention, and how to deal with situations where the water system is overwhelmed by a fire that's extraordinary. This will give the District plenty of opportunity to talk about this locally as well at statewide.

Directors requested a future agenda item to discuss defensible space surrounding the WTP. They mentioned that they would like to see the redwood trees removed because they believe it's more important to protect these assets. They also commented that they would like to discuss the La Vista Tank and how it has been out of service for more than two years and why the District needs it for normal operations. Seeing the fires in L.A. and how they ran out of water in their tanks that is one reason why it would be good to have it as a backup.

The General Manager informed the Board of Directors that although the construction stopped at the La Vista site, the new tank is in operation. Staff mentioned that as soon as the old tank went offline the water storage was moved into the new tank. The new tank has been in operation this entire time with temporary pipelines that need to be replaced and constructed for the permanent pipeline.

Directors commented that last year they requested a quote for putting a high pressure water cannon on top of the WTP to see if the District could potentially get a grant for it.

Directors mentioned that the reason the fires in L.A. spread so quickly was because of the high Santa Ana winds. Their concern is what if there is a high wind that comes from the south into the ravine then a fire could easily be spread. They inquired if there was enough defensible space between the parkway and the WTP.

The General Manager informed the Board of Directors that the WTP is fairly close to the river and it is not that dry in that area. If there was a fire coming from the residential neighborhood then it would be a little more difficult to fight that fire.

Mr. Christian thanked the Board for everything that they do. He then commented that the District is coupled at the hip with the fire department and they have a large impact on what happens at the water District if the community goes through a big fire. There is a huge amount of kindling around the state and down on Sutter Ave it looks like a tinder box. He mentioned that when a fire is moving it goes above first and then it comes down like a blanket. There is going to be a huge impact on everyone in CWD's community if a fire does start. He suggested that there be an entanglement with the fire department to help clear the kindling in the area in order to prevent a fire. He mentioned that SMUD does a great job of clearing the kindling but it is only around the power lines. The rest of the residential areas and some forest areas need to be cleared. This would prevent any of the District's infrastructure from collapsing, which if one part collapsed then the entire system would fail like how it did in the Alaska fires and in other places. He then mentioned that he read about the new check valves for the new hydrants and he believes that it is very important to have them. With the old check valves if they break it is almost impossible to turn them off and with the new ones if a hydrant breaks the check valve shuts off immediately.

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**ANNOUNCED CLOSED SESSION AND ADJOURNED OPEN SESSION TO CLOSED SESSION: 6:22 PM**

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**CLOSED SESSION****2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1);**

*Dolores Cruz Tolomeo v. Carmichael Water District, et al.*, Sacramento Superior Court Case No. 24CV024354

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**ADJOURNED CLOSED SESSION AND OPENED REGULAR SESSION: 6:34 PM**

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**REPORT OUT OF CLOSED SESSION**

The Board of Directors gave direction to legal counsel and to staff.

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**CONSENT CALENDAR**

3. Minutes for the Special Board Meeting – December 16, 2024
4. Minutes for the Regular Board Meeting – December 17, 2024
5. Minutes for the Special Board Meeting – December 23, 2024
6. Budget to Actual Report – November 2024
7. Capital Improvement Project Status Report – As of September 30, 2024
8. Treasurer's Report – Quarter Ending December 31, 2024

M/S Nelson / Emmerson to approve the consent calendar.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
<b>Passed Unanimously:</b>								

**ACTION ITEMS****9. Sacramento Regional Water Bank – Previously Banked Water Modeling**

Staff recommends that the Board of Directors discuss previously banked water/starting balance and provide direction to staff on the topic and participation in the modeling cost share.

Directors commented that as the Chair of the Adhoc Water Bank Committee at SGA, the Committee is going to make a recommendation to the SGA Board on prior banked water. They will take in to account what this modeling study has in it, the technical report, and legal opinions as well. They also mentioned that the modeling and technical analysis may not provide a precise answer and that it might be an accuracy range on it.

Directors commented that they had a conversation with Sacramento Suburban Water District and that ECOS was prepared to come after this topic legally if they have too.

Directors commented that they are fine with finding out what this analysis determines but they also do not want to forget the previously banked water amount that the District has to be able to compare. They mentioned that they are not sure how much the analysis is going to affect the District's legal right to the water the District currently has in the bank.

Directors inquired where the water loss figures that DWR is using is coming from.

The General Manager informed the Board of Directors that the water loss number had been changed a few times. The state has talked about a stream depletion factor but since every watershed is different these figures do not fit them all. She mentioned that the water loss figures is not scientifically based.

Directors commented that they would be hesitant to do any analysis that does not include the groundwater by districts going back to the 1950's. The area was starting to build up at that time and groundwater was starting to be extracted by the water districts. They believe that the groundwater that is being banked is just a replacement of all the water that was extracted in the last 40 to 50 years.

Directors commented that they do not agree with that.

Directors inquired if this study help support our right to the water the District has banked or does it not matter.

Mr. Ferguson informed the Board of Directors that to the extent any interest exist related to what's been done in the water accounting framework will not change with this study. What he thinks the study can do is maybe change the nature and/or scope of your claims. The study proposed to define previously banked groundwater despite the different way that it was done under the water accounting framework. It also looks like they are essentially assigning some of the banked water to SGMA needs to ensure sustainability.

Directors inquired as to who wants to assign the water to SGMA.

Mr. Ferguson informed the Board of Directors that there a question presented that SGA directed the modelers to address. The questions looks at defining previously banked water as water that has been banked by participating agencies that is above and beyond what is needed for sustainability under SGMA, has already been transferred, and has been lost from the sub basins. The transferred piece was in the water accounting framework and it means over and above amounts of groundwater that was used in groundwater substitution transfers. The losses is related to one of the factors used to identify in lieu banked water in the water accounting framework but this one is going to look at the actual physical losses. In the past this was more of an accounting number used to calculate a potential loss and he believes this change might be an advantage to the District. He mentioned that the most important piece is the first item

on this list which there was a variant of in the water accounting framework. At the time it recognized that there was a 10,000 – 11,000 acre-feet deficit in sustainable yield and they wanted to assign a small portion of that to each agency who participated in the bank in order to bring the basin into sustainability. This number, in respect to SGMA, could be much higher but anything above that could be considered banked water. With all the changes being made the scope of CWD's claim might be different; because if they determined that CWD only had about 50 percent of what the District thought it had, the nature of the claim could be for a lot of water. But if the results came back with about the same number that the District thought they had, the District would be fine with the new scope. He mentioned that there was a retrospective issue and a prospective issue. SGA as a policy matter wants this to be a prospective standard for how they bank water in the future to account for SGMA. But it should not make the changes in the expense of the agencies that took actions into the water accounting framework that had the understanding that they were going to get credit for their actions.

Directors commented that this modeling work needs to be transparent and how the modeling is used. They also mentioned that they have seen firms that do groundwater modeling can often say what the agency needs them to say.

Directors inquired as to who was in the starting balance funding group, that is mentioned in the program description. The General Manager informed the Board of Directors that the group will consist of the five agencies who are putting money into the analysis. This includes Sacramento Suburban Water District, City of Sacramento, County of Sacramento, Golden State Water Company, and CWD. This group will determine the data that will be used and the parameters.

Directors commented that they attended the last Water Forum meeting and ECOS had a lot of questions. Trevor Joseph was trying to answer as many questions as he could which are included in page 38 of the Board packet. From their understanding ECOS does not want anyone to have credit and they are wanting the agencies to put more water into the bank before it the agencies start getting a credit. They believe that this modeling will help deter them from doing this and will help the agencies by supporting the investment.

Mr. Ferguson commented that he thinks the modeling could support the investment as well. He posed the question as to what SGA has been doing with respect to the water accounting framework in terms of tracking this and why do they not have evidence to support the numbers from a technical perspective. His understanding of the water accounting framework is more of an accounting process and didn't necessary evaluate the actual physical in lieu process and water loss. He believes that having this modeling will be helpful for the future in lieu banking.

Directors commented that SGMA will prevail in the end and they feel like the District should keep an eye on the entire process.

The General Manager agreed and commented that if the District did not participate in this process, then it would be hard to keep an eye on it.

Directors commented that everyone on the committee has an interest in the modeling results and there is no one in the committee that does not have a stake in the results, and it looks suspicious from an outsider's perspective.

Directors inquired if the results came back and CWD's portion was a lot lower than expected, is Mr. Ferguson prepared to support our legal position that it could be more.

Mr. Ferguson informed the Board of Directors that he would do his best to push for what is legally defensible and they are certainly investigating it. He mentioned that it was previously discussed that there is not clear statutory right to in lieu banked water and it is more based on agreement amongst agencies.

M/S Nelson / Selsky to approve the participation in the groundwater modeling cost share with a contract amount not – to-exceed \$16,090.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
<b>Passed Unanimously:</b>								

#### **10. La Vista Storage Tank and Booster Pump Station (BPS) Project – Amendment to a Professional Services Agreement (PSA) for Construction Management (CM) Services and a Budget Adjustment**

Staff recommends that the Board of Directors 1) Approve a budget amendment authorizing the General Manager to transfer \$857,079.00 from the 2019 COP Bond Proceed Fund to the La Vista Tank and Pump Station CIP Account (GL 10-011106-01-03); 2) If item 1) is approved, authorize the General Manager to execute Amendment 1 of the

Professional Service Agreement with Toppel Consulting for a not to exceed amount of \$857,079.00; or 3) Discuss level of effort for forensic analysis and construction management activities and direct staff accordingly.

Directors inquired as to how Toppel Consulting would bill and whether it is monthly and based on a number of hours. The General Manager informed the Board of Directors that they bill on a monthly basis based on the number of hours worked on this project.

Directors inquired if the contract was not-to-exceed the amount on the recommendation. The General Manager informed the Board of Directors that they were correct.

Director Nelson commented that they are uncomfortable approving this contract for a number of reasons. One reason is that they never saw the scoring on the RFP that was sent out, they haven't seen the qualifications or a detailed poll. Second was for the forensic analysis, they were looking for something to best inform the Board as to how to move forward with the contractor. They mentioned that they do not care as to what was done in the past but rather how to move forward. They then suggested to table this item so that they can have a specific meeting where they can review the details of this contract and potentially have a closed session to see what is really going on with the contractors we well.

The General Manager informed the Board of Directors that Mr. Toppel and the Engineering Manager was present through Zoom and hopefully they can contribute.

Mr. Toppel informed the Board of Directors that there was an RPF issued for the construction management services and an estimate for project completion in the original contract. He mentioned that CWD had awarded him the project completion portion and then there was some funds left over so the District asked him to do to a forensic study. At the last months Board meeting, the Board asked for more of the forensic details so he created the table of contents that has been presented to the Board in this Board meeting.

Director Nelson commented that the General Manager awarded the original contract and the Board was not aware that an RFP was issued. They mentioned that normally when staff asks to approve the contract, a scope of work and qualifications are include in the Board packet so they get a chance to review what they are approving.

The General Manager informed Director Nelson that at the time the original contract was only about \$50,000 which is within her authority. They approved it because staff was directed to get this project started right away. They mentioned that staff knew that they would have to come back to the Board and ask for more money if there were any changes in the amount of the contract. They apologized for not including his qualifications for this item but it was handed out at the previous Board meeting during closed session.

The Engineering Manager informed the Board of Directors that the original RFP did not include the forensic analysis but at this point it seems appropriate to expand the scope of work because Mr. Toppel has already invested \$50,000 worth of investigation and research into the project and is now familiar with it. They mentioned that they could send out another RFP for this but they believe it would be like starting back from scratch by doing so.

Director Nelson commented that they are not suggesting that staff send out another RFP but this project warrants a little more transparency in his opinion.

The General Manager commented that the Board can review the table of contents of page 44 and 45 and if there are any items that the Board would like to see removed then Mr. Toppel would be able to get a better understanding on what the Board is looking for.

Directors inquired if Kennedy Jenks was doing the engineering services during construction management and if Waterworks was doing any work during this time.

The General Manager informed the Board of Directors that Kennedy Jenks will be doing the engineering services and that Waterworks will not being used moving forward. They mentioned that Mr. Toppel would be the replacement for Waterworks and that they think the quoted amounts were reasonable for the scope of work and was about the same that was given by Waterworks.

Directors inquired if the questions of the other Director was about the forensic analysis primarily.

Director Nelson commented that they had two questions. The first was about the forensic analysis and since they are the one that requested it to be done, it seems like what is being proposed is way more than what was requested originally. They were looking for the best way to move forward and not what was done in the part. The second part is that when a contract is typically approved like this one, the Board if provided with the proposal and qualifications of the winning bidder and they were not provided with this information this time around.

Directors inquired if there was another meeting on this item next week what would need to happen to get this project moving forward.

Director Nelson commented that they were looking for the scope of work, the qualifications, and the rankings of the bidders, similar to the information provided in the past.

The Engineering Manager inquired if the Board was to have another meeting next week and staff brought the scope of work, the qualifications, and the RFP to present to the Board would that help define it and have everyone be in agreement.

Director Nelson commented that it would help but the way it is being presented today does not feel right to them.

Directors commented that they are prepared to come back next week and have the conversation in a closed session meeting with Mr. Toppel, the Engineering Manager, and the General Manager. That way they get the information in front of the Board and to have the forensic analysis corrected to how the Board would like to see it done.

Mr. Toppel commented that at the last meeting there was a long discussion about construction management and how they wanted a detailed forensic analysis. That is why he made the table of contents to be so detailed on the forensic analysis and now it seems like the detail is not needed. He also mentioned that he does not understand as to why the Board of Directors are saying they have not seen his qualifications when he provided the Board with his resume at last month's meeting.

Directors commented that they would see to the costs for each item for the forensic analysis to see the level of effort for each one.

Directors inquired if the forensic analysis was critical to pass tonight and if they would be open to just voting on the construction management piece.

Director Nelson commented that if the Board approved this item it would be the first time the Board will approve a multi-thousand dollar contract without having the public see the qualifications, cost estimate, and scope of work. He mentioned that this project has had enough history that he believes the Board should follow normal procedure.

Directors commented that it seems like an agency should not have the General Manager sign a contract under their authority and then have a multi-thousand dollar amendment after. They inquired if by doing this, it triggers other requirements or if this is a way to go around the requirements.

The General Manager informed the Board of Directors that this is not a way to go around the requirements because they are bringing it back to the Board for approval.

Directors commented that the perception of the way this was handled of the General Manager signing a contract under their authority and then have a multi-thousand dollar amendment thereafter raises issues.

Directors commented that during the closed session meeting last month they got as much information as they needed to see how to move forward and they do not think the forensic analysis is needed at this time. They feel comfortable with just proceeding with the construction management piece. They also mentioned that the construction management portion described in the amendment is thin and they would like more information and a breakdown of the cost related to each task.

M/S Nelson / Davis to table item and be presented again at a special Board meeting next week with the background information that was requested by the Board of Directors and having the forensic analysis be optional.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
<b>Passed Unanimously:</b>								

## 11. Resolution 01212025-01 A Resolution Adopting an Annual Statement of Investment of District Funds for Carmichael Water District

Staff recommends that the Board of Directors reviews Directors' Policy Manual 9600 – Investment of District Funds, and if the Board of Directors agree, approve Resolution 01212025-01 – A Resolution Adopting the Investment Policy for the Investment of District Funds for Carmichael Water District.

Directors commented that the "and other similar pooled investment vehicles" language concerns them because it could be interpreted differently by different people.

The Finance Manager informed the Board of Directors that the three investment types that CWD specifically invested in can be named in this section. It is understood how the interpretation of the proposed language could be interpreted differently.

Directors commented that they are not worried about the current staff but about someone coming in the future and interpreting it in a different way.

M/S Emmerson / Selsky to approve staff's recommendation and include the specific names of the other two investments in the policy.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
<b>Passed Unanimously:</b>								

**12. Resolution 01212025-02 - A Resolution to Revise Salary Schedules for Fiscal Years 2022/23, 2023/24, And 2024/25 and to Rescind Resolution 04202020-2 – A Resolution for Employer Paid Member Contributions**

Staff recommends that the Board of Directors approve Resolution 01212025-02 - A Resolution to Revise Salary Schedules for Fiscal Years 2022/23, 2023/24, And 2024/25 and to Rescind Resolution 04202020-2 – A Resolution for Employer Paid Member Contributions.

No comments.

M/S Selsky / Emmerson to approve staff recommendation.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
<b>Passed Unanimously:</b>								

**13. Board of Directors 2025 Conferences and Meetings Schedule**

Per District Policy 9060.311 "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."

Directors commented that they attended the ACWA Region 4 meeting and there is a tentative date of April 14<sup>th</sup> for the Region 4 tour of a fish study down at the Delta.

Directors will be filling out the form and giving it to staff.

**14. Board Representatives 2025 Committees Assignments**

Per District Policy 9050.30 "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."

Directors commented that they want to advance the Sister Agency Aad hoc committee this year.

Directors agreed to keep the same members for the Finance Committee, Drought and Water Use Efficiency Committee, and Sister Agency Committee. They also agreed to dissolve the COTP Committee and SSWD 2x2 Committee.

Director Nelson will be added as a representative for the Water Forums Successor Effort Committee.

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**INFORMATIONAL ITEMS**

**15. Amending the Districts' Regulation 2000 - Water Leak Exemption**

Directors commented that in section 2000.21 talks about the non-eligible items and then under it in section 2000.30 it has the leak exemption criteria. It seems illogical to have the non-eligible items before the eligible items. They suggested moving section 2000.21 after section 2000.34.

**16. Annual Comprehensive Financial Report For the Fiscal Years Ended June 30, 2024 and 2023**

Directors complimented staff of their hard work and recognized how this is a tremendous amount of work.

Directors inquired as to how many times staff does this report.

The Finance Manager informed the Board of Directors that this is just done once a year and it can only be done once a year since it takes so long to complete.

Directors commented that now staff has the template so next year they can just plug in the new data.

The Finance Manager informed the Board of Directors that this is a good template but within that there is one number in the Commitment and Contingencies footnote which represents how much CWD has under contract and is not spent yet. This one number takes a couple hours because we have to review every single contract with all the change orders and amendments.

Directors inquired what the financial software is that CWD uses.

The Finance Manager informed the Board of Directors that the District uses Microsoft Great Plains which is a pretty decent program but it is sun setting. In a couple of years, it will be going away in 2031 and in 2027 Microsoft will stop supporting it. This is a legacy program for CWD and has been used for almost 20 years now. Staff is now looking for a new program and there is a lot of new things in the accounting world for how work flows are moved electronically and CWD will be buying a new program in our near future. They are also trying to tie in a customer service module in the financials so looking for this program will be serious work and migrating everything over as well.

Directors commented when the next budget adjustment is going to be.

The Finance Manager informed the Board of Directors that there is going to be a mid-year budget adjustment for this fiscal year that will be presented to the Board next month. There are a lot of projects that have been moved and changed since when we first adopted the budget. They mentioned that in April there will be a workshop for the new budget.

The General Manager informed the Board of Directors that March is going to be a critical month because the Finance Committee will need to meet to review the draft document for the budget. Hopefully by that time the District will have the rate consultants under contract so the Finance Committee will also need to meet on this as well and review the 10 year capital improvements.

**17. Policy 5000 – Authorized Leave, Policy 5040 – Sick Leave, and Policy 5041 – Sick Leave – Healthy Workplaces, Healthy Families Act of 2014 Updates**

No comments.

**18. ACWA JPIA Letter – President's Special Recognition Award**

Directors thanked staff for running a clean ship.

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**COMMITTEE REPORTS****19. Sacramento Groundwater Authority (SGA) Board Meeting**

Director Selsky Reports Out.

Director Selsky reported that at the December SGA meeting there was an audit report and the election of the 2025 SGA officers. Chris Hunley from Sacramento County Water Agency is the new Chair of SGA. There was also an informational item on the SGA ad hoc group for the groundwater banking. the group has not had a lot of meetings yet and that they are waiting for the groundwater modeling report. Trevor Joseph gave an update on groundwater conditions which are generally good except for a few spot problems. There is a several million dollar grant that SGMA got for drilling monitoring wells and for other projects and there was an update on these projects.

**20. Regional Water Authority Executive Committee and Regular Meeting**

Director Greenwood Reports Out.

Director Greenwood reported RWA also had an election of their officers as well. This year there was an unusual situation, normally the Vice-Chair moves up but the Vice-Chair from this past year retired. RWA does not have any procedures in this situation and RWA is modifying its procedures to include these types of situations. The Board ended up voting the current Chair, Brett Ewart, to stay one more year. A MOU was approved between RWA and California Municipal Utilities Association (CMUA) to collaborate on legislative, regulatory, and membership activities. RWA is looking to do a gap analysis for disadvantaged communities.

**21. Other Committee Report**

Directors Report Out.

Director Nelson reported attending the Water Forum meeting to respond to ECOS' questions. His analysis of the meeting is that ECOS thinks that the water agencies' purposes are not to provide safe reliable drinking water to customers but rather to support their environmental efforts.

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**STAFF REPORTS:**

**22. General Manager and District Activity Report – December 2024**

Discussed with the Board.

**23. Director's Expense Reimbursement Summary – December 2024**

No comments.

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**GENERAL CORRESPONDENCE/INFORMATION:**

**24. Director's Written and/or Oral Reports**

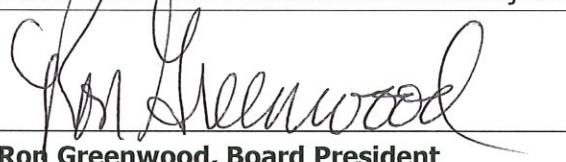
Director Greenwood

**1. Chamber of Commerce – Legislative Meeting**

- a. There was a lot of staff from our local legislative representatives.
- b. There was discussions on water reliability during a major fire like the one in Los Angeles.

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**ADJOURNMENT:** President Greenwood adjourned the meeting at: **9:07 p.m.**



Ron Greenwood, Board President



Cathy Lee, Board Secretary