



Regular Board Meeting  
Monday, June 16, 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 16<sup>th</sup> day of June at 6:00 p.m. in person and via teleconference.

---

#### ATTENDANCE:

Directors: Mark Emmerson, Ron Greenwood, Jeff Nelson  
Staff: Cathy Lee, Gaby Padilla, Debbie Martin, Aaron Ferguson  
Public: Six (6) Members of the Public

---

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

**PRESIDENTS COMMENTS:** President Greenwood led the Pledge of Allegiance and informed the public that since there is only three Members of the Board present and Director Nelson needs to leave early and for the sake of approving the primary items tonight the agenda will be cut short. He mentioned that he spoke to the General Manager and they confirmed that there are four items that need to be addressed. Those items include the consent calendar, agenda item 10, 11, and 16, and the public hearing. He mentioned that if they get through those items before Director Nelson needs to leave then they would include other items that need to be prioritized.

---

#### PUBLIC COMMENT

##### 1. Public Comment

No comments.

---

#### CLOSED SESSION

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

*Carmichael Water District v. Nugent, et al.*, Sacramento Superior Court Case No. 34-2021-00299134  
The Board tabled this item until the next meeting.

---

#### CONSENT CALENDAR

3. Minutes for the Regular Board Meeting – May 19, 2025
4. Minutes for the Special Board Meeting – May 21, 2025
5. Minutes for the Special Board Meeting – May 23, 2025
6. Monthly Expenditure Report – April 2025
7. Budget to Actual Report – April 2025
8. Capital Improvement Project Status Report Ending 03/31/2025

##### 8.5 Extension of Federal Advocacy Services with The Ferguson Group and conforming Amendments to MOAs for Reimbursement to San Juan Water District

M/S Emmerson / Nelson 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:	3	Nays:	0	Absent:	2	Abstain:	0
<b>Passed Unanimously:</b>								

---

#### ACTION ITEMS

##### 9. Garfield Well Site Access

Staff recommends that the Board of Director discuss the access requests, assess the security and liability topics, and approve any appropriate actions as necessary.

Directors inquired about giving access to the neighbors while accompanied by staff.

The General Manager informed the Board of Directors that JPIA informed staff that giving the public access is not a good idea because of the potential liability.

Mr. Ferguson informed the Board of Directors that a part of the neighbors request was to move vehicles in and out of the well site and his concern is the new installation of infrastructure in the near future, the risk potential is increasing. Even if accompanied, vehicles will be moved around the new well and electrical equipment and depending on what their insurance will cover, the District will be liable for the rest.

Directors commented that they do not think they should allow access to the neighbor on the south of the well site. They mentioned that they are more sympathetic to the neighbors on the west and proposed potentially adding a gate to their backyard before entering the restricted area.

Mr. Ferguson informed the Board of Directors that they would be reducing their risk potential if the District restricts anyone entering where the equipment is. While the risk is reduced, there is still the same potential for an accident along the driveway. He then wanted to clarify that Carmichael Water District (CWD) also owns the strip of grass in the driveway. He then mentioned that CWD has owned that strip of grass for several years and nothing has occurred and it has not been an issue.

Directors also suggested that they could sell that neighbor that strip of grass on the north side of the driveway.

Directors commented that they do not feel comfortable giving anyone access because it could open the door of giving other people access to other sites. They also mentioned that they feel that as a public servant they should protect the ratepayer from potential lawsuits that may come from this liability.

Directors commented that the access the neighbors that are requesting it will be infrequent and they have had a history of several years of access and/or accommodation from the District. They also mentioned that they feel comfortable absorbing the liability and should be good neighbors.

**Director Emmerson motioned** to allowing access based upon prior notification and escorted by staff only when it has been deemed safe.

**Director Nelson amended Director Emmerson's motion** to put a gate before the restricted area and allowing the neighbor on the west with the conditions of prior notification and being escorted by staff only when it is deemed safe.

President Greenwood declared that both **motions failed** as they were not seconded.

Directors inquired if the District owns the driveway.

The General Manager informed the Board of Directors that the District does own that driveway including the grass area. The width of the driveway is about 20ft and currently staff are actively using about half of that for District vehicles to go in and out of the site. At the moment there is only the gate blocking access to the site right before the well. Based on the JPIA's risk management recommendation, the gate will be moved to where the road is and will be for the full width of the driveway. There will also be construction going on for the next two years and the new generator will be arriving this summer.

Directors commented that when the construction begins it will be unsafe for anyone to have access.

The General Manager informed the Board of Directors that during construction, staff has to check in with the contractors before going on site. She then mentioned that in order to give the neighbors access, Mr. Ferguson will have to draft an agreement with the neighbors that the neighbors' insurance will be the first insurance to take into effect if something was to happen with them and whatever is not covered through their insurance then the District's insurance will then go into effect.

Director inquired if there was a tour of a facility that was escorted by staff do people on the tour sign a waiver. The General Manager informed the Board of Directors that JPIA does have a form/waiver for guest to sign for when they are attending a tour of our facilities.

Directors commented that they would like to remove having those waivers for the tours.

The General Manager informed the Board of Directors that JPIA also mentioned that a tour does not have the same people attending the tours everyday so there is no reoccurring risk/liability like these neighbors would have if given access to the well site.

Directors commented that they think there is more of a liability of having someone falling or tripping with the tours of the water treatment plant then there would be in 40 years of having escorted access to the well site.

Director Nelson motioned to offer to sell the grass portion of the driveway to the neighbor at 3204 Garfield Ave after the construction is completed and they would pay the cost to do the lot line adjustment.

President Greenwood declared **motion failed** as it was not seconded.

Mr. Ferguson informed the Board of Directors that since there was no action, the Board is not agreeing to any request for access right now therefore the conditions set forth in the original letter stands, which is we cannot allow access for the neighbors. He then mentioned that it is in the Boards discretion at any subsequent meeting to accept the request made by the neighbors.

Directors inquired if they could give them a one-time access to give them the opportunity to move their things out of their sheds.

Mr. Ferguson informed the Board of Directors that in the letter that was sent previously, they were given the opportunity to do so.

The General Manager informed the Board of Directors that they should have already moved their items out. She then showed the Board of Directors a picture that was taken the weekend prior in which two cars parked in the grass area of CWD's driveway and the Sea-Doo that the neighbor was requesting access to was already in the driveway of their house. This shows that without the Board's approval they are already using the grassy area to park their cars.

Directors commented that once the gate moves to the street it will take care of this issue.

#### **10. Cross Connection Control Program and Regulation Adoption**

Staff recommends that the Board of Directors approve Regulation 4060 – Cross-Connection Control Program and Resolution 06162025-01 - A Resolution of the Carmichael Water District Adopting and Implementing the Carmichael Water District Cross-Connection Control Program.

Directors commented that there are references to the Department of Health Services (DHS) and inquired if it was still an applicable reference.

The General Manager informed the Board of Directors that it is not and will be deleted or changed to reference an applicable department.

Directors commented that it was their understanding what was due to the State was a cross-connection control plan. The General Manager informed the Board of Directors that appendix to Regulation 4060 is the plan that will be submitted to the state on July 1, 2025. The reason it is included in the Districts regulation is so the District has authorization to enforce the plan and for it to be transparent to the ratepayers and customers.

Directors inquired if the policy is the plan.

The General Manager informed the Board of Directors that the Cross-Connection Control Policy is the plan that is due to the Water Board July 1, 2025.

Directors commented that the plans they have seen are more detailed. They then inquired if there was hazard assessments included in the policy.

The General Manager informed the Board of Directors that in section 4 of the policy it addresses the site surveys that are required and it includes the determination of all hazards.

Directors commented that there is typically a date associated with the completion of the hazard assessment.

The General Manager informed the Board of Directors that the District does not have many new cross connections and that is why they did not include a date.

Directors inquired if this was a program, policy, or plan.

The General Manager informed the Board of Directors that the policy is the "plan" and the policy is a part of the program. There needs to be a regulation that is approved by the Board that has the program within it.

Directors commented that there has to be a plan submitted to the Water Board.

The General Manager informed the Board of Directors that the policy is the plan.

Mr. Ferguson informed the Board of the Directors that the intention is that policy is the plan and that the program is adopted through the regulation to carry forward the enforcement mechanisms. The plan just needs to contain certain elements to be in compliance and the policy presented is reflective of the requirements.

M/S Emmerson / Nelson to approve staff recommendation with the substitution for the State Water Board be in place should the reference of the DHS be inapplicable.

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:	3	Nays:	0	Absent:	2	Abstain:	0

Passed Unanimously:

**11. Award of Construction Contract for the Claremont Road and Fair Oaks Blvd (FOB) Pipeline Replacement Project**

Staff recommends that the Board of Directors 1) authorize a \$400,000.00 contingency for the contract to provide funding for any potential change orders due to unforeseen conditions; 2) note increases in the amount of the two line items in the final budget to cover the bid amount and contingency; 3) authorize the General Manager to execute a Construction Contract with Flowline Contractors for a total not exceed amount of \$4,258,254.40.

Directors inquired if the work will be done before September.

The General Manager informed the Board of Directors that Fair Oaks Blvd Pipeline portion of the project needs to be completed by September before the County comes in to re-pave Fair Oaks Blvd.

M/S Emmerson / Nelson to approve staff's 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:	3	Nays:	0	Absent:	2	Abstain:	0

Passed Unanimously:

**12. FY 2025-26 Water Forum Annual Funding Agreement – Interagency Cost Sharing**

Staff recommends that the Board of Directors approve the attached Water Forum Annual Funding Agreement for FY 2025-26 in the amount of \$53,445 and authorize the General Manager to execute the agreement.

The Board tabled this item until the next meeting.

**13. Temporary Engineering Department Staffing**

Staff recommends that the Board of Directors approve the attached Employment Agreement for Temporary Employment as a Retired Annuitant and authorize the General Manager to execute the agreement.

No comments.

M/S Nelson / Emmerson to approve staff's 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:	3	Nays:	0	Absent:	2	Abstain:	0

Passed Unanimously:

**14. LAFCo - Election of Special District Representatives to Sacramento LAFCo Nominations for Special District Commissioners**

The Board tabled this item until the next meeting.

**15. FY 2025-26 Salary Schedule and Benefits**

Staff recommends that the Board of Directors approve a delay in salary adjustment until July 2025 Board meeting.

The Board tabled this item until the next meeting.

**16. Fiscal Year 2025-26 Annual Budget and Resolution Adopting the Annual Budget, Continuation of the Five-Year Water Rate Schedule (Including Water Surcharges), Fee Schedule, and Salary Bands**

Staff recommends that the Board of Directors approve Resolution 06162025-02 – A Resolution Adopting the Carmichael Water District (District) Fiscal Year 2025-26 Annual Budget, Continuation of the Five-Year Water Rate Schedule (Including Water Surcharges), Fee Schedule, and Salary Bands.

Directors commented that they are aware of the Winding Ranch Development and that it is over 70 homes. They

then inquired what the current connection fee is.

The General Manager informed the Board of Directors that the one-inch connection is \$9,000 to \$10,000 and that development is 79 homes.

The Finance Manager informed the Board of Directors that there is a developer agreement in the works and it is not included in this budget since it is still under negotiations by the Engineering Department and the Winding Ranch Developers. When the agreement is completed, there will most likely be a budget adjustment to include the revenue of this project under Facility Fees revenue.

The General Manager informed the Board of Directors that in the budget it states that they developer fees for the one-inch connection fee is \$10,908. Sacramento Suburban Water District has posted their one-inch connection fee on their website at it is \$12,433.

Directors commented that the District's one-inch connection fee is about \$11,000 so for 79 houses that would be a total revenue of about \$850,000.

The General Manager informed the Board of Directors that the current discussion with the developer is how that fee is going to come in. The developer does not want to pay the full amount up front and would prefer a phased approach. The discussions include the schedule for how the fee is going to be paid. Once there is an agreement, staff will send the agreement to the general council for review and once the review is complete it will be presented to the Board for approval.

Directors commented that they wanted to bring up this item because as of right now the budget is showing a deficit but once this amount comes into the budget; there will not be a deficit.

Mr. Hanscom commented that a third of the budget is money from grants, which is great, but his concern is that the District does not get comfortable with the amount of this budget. He feels that if the District does not get grants in the upcoming years then the budget should be less because he does not think the rate payers are going to want to pick up the slack. Another thing that he noted on page 203, in the project description, it states that the admin building is a corporate office and he teased that he did not realize that this was a corporation. He suggested using District office instead of corporate office.

Ms. Cristoni inquired as to why the District was trying to bring back Scott Bair if there is a budget deficit.

Directors commented that they were not aware that staff was trying to bring back Scott Bair and inquired the General Manager.

The General Manager informed the Board of Directors that it is a personnel discussion and thinks it cannot be discussed openly at the Board Meeting.

Directors thanked Ms. Cristoni for bringing that to their attention.

Ms. Velasquez commented that it looks like the three percent Cost of Living Adjustment (COLA) that is effective July 1, 2025 was going to be put on hold. She mentioned that it was taken out of the budget and it was concerning to the non-union employees since they are not a part of the negotiations like the union employees are.

Directors commented that they learned about this recently and it is currently under discussions.

The General Manager informed the Board of Directors that the salary survey is done with the total compensation. However CalPERS is not releasing the medical premiums until June 17, 2025. In discussion with the union staff, they felt like a pause any type of implementation discussion until the medical premium rates are released so they can discuss more meaningfully as a District to determine how much the District portion of the employee medical premiums should be paid depending on what the salaries look like. She is asking the Board to hold off on that until the July Board meeting to include the item with the CalPERS medical rates and the salary could be paid retroactively or in a different fashion. She then mentioned that she does not know where the three percent COLA would put the salaries.

Ms. Velasquez commented that it was her understanding that the COLA's do not have anything to do with the CalPERS medical premiums or the salary survey. She also mentioned that the three percent COLA was already approved back at the February Board meeting and because of that, the three percent COLA should be moved forward as the District policy states. She then mentioned that she is speaking on behalf of all the non-union employees which they all signed a petition to show the Board the support.

Directors informed Ms. Velasquez that whatever the final number that comes from the total compensation they are sure that the three percent would be included. They anticipate that the approved salary bands will be retroactive and it will be as if it was implemented July 1<sup>st</sup> and also be receiving the benefit moving forward.

Ms. Velasquez commented that she still did not understand how the CalPERS numbers and the salary survey tie into the COLA. She then inquired if the three percent is going to be retroactive to July 1<sup>st</sup> why not apply it as of July 1<sup>st</sup>. Directors commented that they appreciate staff being present and asking questions and they would encourage staff to do it more. They then mentioned that whatever the union employees get they want to be fair with all employees so it really should not matter if the employee is in the union or not. They also mentioned that when the salary bands come to the Board for approval with the COLA it would be retroactive. They stated that there is nothing going on and they are not aware of anything that will stiff the employees. They want the District to be competitive, they want

to keep staff happy, the Board is very happy with staff, and the Board has really tried to show staff that they are trying to compensate them more than the upper 50<sup>th</sup> percentile. They then mentioned that they do understand staff's concern and they will do what they can to make this right for them.

Directors commented that they have read this budget several times and each time they have learned something new about the District. They mentioned that they have had four presentations on this budget and they want to commend the Finance Manager, General Manager, and staff for this excellent presentation of the budget. They understand it and know what direction the District is going in, the budget answers every question the Board, and ratepayers may have. They thanked staff very much for a job well done.

Directors commented that anytime the Board has asked the Finance Manager a question they have been very forthcoming and open. The Finance Manager has always had the right answers and clearly they have nothing to hide and the Board appreciates that.

The General Manager informed the Board of Directors that the budget has been receiving the GFOA Budget award for the last three years.

The Finance Manager informed the Board of Directors that the 25-26 budget, unfortunately, would not be eligible to submit to the GFOA. The GFOA has changed their criteria, it now requires the budget documents to include a strategic plan, and the District currently is working on its strategic plan. The rest of the budget is in line with the rest of the requirements and includes the performance measures but are supposed to point back directly to a strategic goal. They then mentioned that including the strategic goal is an effort for next year.

M/S Nelson / Emmerson to approve staff's 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:	3	Nays:	0	Absent:	2	Abstain:	0
<b>Passed Unanimously:</b>								

---

**ANNOUNCED PUBLIC HEARING AND ADJOURNED REGULAR MEETING TO PUBLIC HEARING: 6:41 p.m.****PUBLIC HEARING:****17. Public Health Goal****a. Director's Comments**

Directors inquired if the MCL was exceeded.

The General Manager informed the Board of Directors that it was not.

Directors commented that they were surprised to see uranium in there.

The General Manager informed the Board of Directors that uranium, arsenic, and chrome are naturally occurring. There is also a certain amount of chromium 6 in the ground so it is naturally occurring too at such low levels. The two that are not naturally occurring is perchlorate and tetrachloroethylene (PCE). The PCE contaminant could be migrating from elsewhere but the perchlorate is the strange one and they think it could be tied to the fertilizer use.

Directors inquires as to why micro plastics are not on this list.

The General Manager informed the Board of Directors that micro plastics do not have any regulatory level associated with it yet. Staff recently did a testing for unregulated contaminant for which monitoring is required. Micro plastics is an issue for surface water because it is very hard for it to seep down or perchlorate through to the groundwater level where the wells are drilled.

**b. Public Comments**

Mr. Hanscom inquired if the District found some constituents in the groundwater or surface water.

The General Manager informed Mr. Hanscom that they were found in the groundwater.

Mr. Hanscom commented that some areas of the District were going to get a higher percentage of constituents because some areas use more groundwater.

The General Manager informed Mr. Hanscom that it could be a possibility.

M/S Nelson / Emmerson to accept the Public Health Goal Report.

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:	3	Nays:	0	Absent:	2	Abstain:	0
<b>Passed Unanimously:</b> <input checked="" type="checkbox"/>								

**ADJOURNED PUBLIC HEARING AND OPENED REGULAR MEETING: 6:48 p.m.**

Director Nelson left the meeting at 7:08 p.m. and there no longer was a quorum to be able to take action.

**INFORMATIONAL ITEMS****18. Monthly Informational Update for the La Vista Tank and Booster Pump Station**

No comments.

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

Director Selsky Reports Out.

The General Manager reported that Director Selsky did not attend the SGA meeting and SGA did not have a quorum and could not take actions on items. There was discussions on the groundwater levels and the GSP.

**20. Regional Water Authority**

Director Greenwood Reports Out.

No report.

**21. Carmichael Chamber of Commerce**

Director Nelson Reports Out.

The General Manager reported that the next meeting is on June 19<sup>th</sup> so there is no meeting to report on.

**22. Other Committee Report**

Directors Report Out.

No Reports.

**STAFF REPORTS:****23. General Manager and District Activity Report – May 2025**

Discussed with the Board.

**24. Director's Expense Reimbursement Summary – May 2025**

No comments.

**GENERAL CORRESPONDENCE/INFORMATION:****25. Director's Written and/or Oral Reports**

**ADJOURNMENT:** President Greenwood adjourned the meeting at: **7:25 p.m.**

  
Ron Greenwood, Board President

  
Cathy Lee, Board Secretary

