

Notes

Sacramento Suburban Water District/Del Paso Manor Water District 2x2 Ad Hoc Committee

Monday, April 6, 2020 at 5:00 P.M.

Location:

Teleconference Only at 1-877-873-8018, participant ID #116653

Call to Order

Chair Lenahan called the meeting to order at 5:01 p.m.

Roll Call

Committee Members

via Teleconference: Craig Locke, Robert Wichert, Marissa Burt, and John Lenahan.

SSWD Staff via

Teleconference: General Manager Dan York, Assistant General Manager Mike Huot, Jeff Ott, Heather Hernandez-Fort, and Matt Underwood.

Public Present via

Teleconference: William Eubanks, Rodger Nelson, Michael Clohossey, Paul Olmstead, Ken Ingle, Carol Rose, and Greg Schneider.

Consent Items

1. **Notes of the March 2, 2020, Sacramento Suburban Water District/Del Paso Manor Water District 2x2 Ad Hoc Committee**

Craig Locke (Director Locke) moved to approve Item 1; Robert Wichert (Chair Wichert) seconded. The motion passed by unanimous vote.

AYES:	Locke, Wichert, Burt, and Lenahan.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

2. **COVID-19 Update**
Sacramento Suburban Water District (SSWD) General Manager Dan York (Mr. York) provided an update to the COVID-19 status.
3. **Collaborative Meter Reading of DPMWD Commercial Meters**
Mr. York presented the staff report.

Director Wichert inquired how SSWD typically handled the meter inspection, installation, and repair process.

Mr. York answered that SSWD staff would generally test the meters and have replacements done through a preferred District contractor. He further noted that the bid rotation for contractors was usually on a 2-year cycle.

Director Wichert inquired how Del Paso Manor Water District (DPMWD) typically handled their meter inspection, installation, and repair process.

Ken Ingle (Mr. Ingle) expressed that depending on the complexity, DPMWD would either replace meters themselves or hire contractors. He further noted that one of the two meters at the AT&T facility was currently in the bid process for replacement.

Discussion ensued regarding the operational status of the meters at the AT&T facility.

Mr. York expressed he would coordinate with Mr. Ingle to discuss DPMWD's large meter status and testing schedule.

Director Burt expressed interested in SSWD's AMR/AMI technology.

Chair Lenahan noted the purpose of the 2x2 Committee meetings were to try to identify how the two districts could work together and support each other.

Michael Clohossey (Mr. Clohossey) recommended DPMWD research the feasibility of owning the AMR/AMI technology themselves, versus going through SSWD, in an effort to remain independent.

William Eubanks (Mr. Eubanks) inquired how the two districts would be helping each other, specifically how DPMWD could help SSWD, as commented by Chair Lenahan.

Director Burt expressed that although there was not a lot DPMWD could do for SSWD, DPMWD currently had 8 groundwater wells and 3 interties with SSWD, which could be a benefit to SSWD.

Chair Lenahan expressed there was a potential for cost sharing opportunities as well, which could result in reduced cost for both districts.

Director Wichert noted that any support SSWD provided to DPMWD would be fiscally recovered. He further noted a longer term contract would be a more equitable sharing agreement.

Mr. Eubanks expressed he was not against helping DPMWD, he just didn't see any benefit for SSWD ratepayers by doing so.

Director Wichert noted that helping DPMWD now could prevent the need for emergency support in the future.

Director Burt noted that the COVID-19 issue was a great example of an emergency situation, and how beneficial it was for DPMWD to already have an agreement in place

during this unprecedented time. She further noted how much she appreciated the support SSWD and staff had provided thus far.

Paul Olmstead commented that it sounded to him like DPMWD was paying SSWD to run their District.

Director Locke reminded the Committee that there were upfront costs associated with the AMR/AMI system, which SSWD ratepayers have already paid into for SSWD.

Chair Lenahan expressed that there was not enough information yet to move forward on this topic, and recommended staff do more research to figure out what options were available. He noted that DPMWD staff would get together to discuss which critical issues to address with their facilities.

4. Reanalyzing the Contract Services Agreement

Mr. York presented the staff report.

Director Wichert expressed that he would like the Committee to work on a set of principles or term sheet that would be agreed upon by the Committee, then for each side to bring it to their respective Boards. He used the example of SSWD being completely compensated for all work performed for DPMWD, noting that it was a basic principal of his. He suggested additional principals like level of service, reporting structure, how many staff would be assigned, etc.

Chair Lenahan expressed that DPMWD was actively recruiting for a General Manager position.

Director Locke noted the current agreement expired in July and he was in favor of extending the agreement further, given the current situation with COVID-19.

Mr. Clohossey commented that he agreed with extending the contract further but expressed he was interested in DPMWD staying independent.

5. Safety Condition Assessment

Mr. York presented the staff report and reviewed each photograph included in the report pointing out the safety concerns.

Director Burt made clear that her intentions were to have a robust safety inspection program and was interested in doing whatever was needed to implement that. She additionally thanked SSWD staff for their continued support with assisting DPMWD.

Mr. York expressed DPMWD had deferred maintenance and they were in need of Standard Operating Procedures.

Director Burt requested if SSWD would share their Standard Operating Procedures.

Mr. York responded that he would provide them to DPMWD.

Director Burt additionally noted that they received the JPIA Safety Inspection Report and would share it with the DPMWD Board as well as SSWD staff.

Roger Nelson commented that he was encouraged by DPMWD's pursuit of a new General Manager.

6. Groundwater Facility Assessment

Mr. York presented the staff report and reviewed each photograph included in the report.

Director Burt requested Mr. York's recommendations on how to prioritize repairing the issues outlined in the presentation. She further recommended DPMWD staff create a checklist to present to the DPMWD Board as repairs were made. She suggested SSWD staff review the checklist to approve of completed repairs.

Mr. York expressed that SSWD could assist DPMWD staff with the preparation of the list.

7. Prioritize Infrastructure Replacement

Mr. York presented the staff report.

Director Wichert suggested a webinar presentation.

Chair Lenahan suggested a meeting with a presentation at a later date.

The Committee agreed to allow Mr. York to figure out an appropriate way to present a presentation to the Committee.

Mr. York expressed he would provide the Committee with a timeframe.

8. Water Agency Affiliations – Benefit of RWA, SGA, etc.

Mr. York expressed that he just needed a list of what affiliations DPMWD belonged to.

Director Burt stated she would provide that list to Mr. York.

9. Next Meeting Date, Time, and Topics for Discussion

The Committee agreed to hold the next Sacramento Suburban Water District/Del Paso Manor Water District 2x2 Ad Hoc Committee on Monday, May 4, 2020, at 5:00 p.m.

Director Burt recommended to discuss potential updates to the Service Agreement at the next meeting.

Director Wichert recommended staff present a presentation on the Asset Management Plan.

Mr. York noted that he would draft an agenda and send it to the Committee two weeks ahead of the meeting for review and approval.

10. Public Comment

None.

Adjournment

Chair Lenahan adjourned the meeting at 6:32 p.m.