

**SAN JUAN WATER DISTRICT  
BOARD MEETING AGENDA  
9935 Auburn Folsom Road  
Granite Bay, CA 95746**

**September 23, 2020  
6:00 p.m.**

**This Board meeting will be conducted both in-person at the District's Boardroom at the address above, and via videoconference. Due to State guidelines on physical distancing in public gatherings, the Boardroom can accommodate a maximum of 10 members of the public at one time. The District recommends that members of the public participate in Board meetings via videoconference per the instructions below. Persons who do plan to attend the meeting in person are urged to contact the Board Secretary prior to the meeting. The contact information for the Board Secretary is:**

**Teri Grant  
(916) 791-6905  
tgrant@sjwd.org**

**For members of the public interested in viewing and having the ability to comment at the public meeting via GoToWebinar, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. There will be no call in line to the meeting so please make sure that your device provides audio for you, or plan to attend in person. To register to attend via videoconference, please use the following link:**

<https://attendee.gotowebinar.com/register/1681956332004935440>

[After registering, you will receive a confirmation email containing information about joining the webinar.](#)

**Your line will be muted. If you wish to make a public comment, you may use the "raise your hand" or "question" function to address the Board.**

**\*\*\*Important Notice: For any meetings that include a closed session, the webinar will be terminated when the Board adjourns into closed session. Members of the public who would like to receive the report out from closed session and time of adjournment from closed session into open session and adjournment of the meeting should provide a valid email address to the District's Board Secretary, Teri Grant, at: [tgrant@sjwd.org](mailto:tgrant@sjwd.org), before or during the meeting. No other business will be conducted after the Board adjourns from closed session into open session. Promptly after the meeting, the Secretary will email the written report to all persons timely requesting this information.**

**Whether attending via videoconference or in person, the public is invited to listen, observe, and provide comments during the meeting by any of the methods described above. The Board President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.**

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 if you have such a request to expedite an agenda item.

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.

If you are an individual with a disability and need assistance or accommodation to participate in this Board meeting, please call Teri Grant, Board Secretary, at 916-791-0115, or email Ms. Grant at [tgrant@sjwd.org](mailto:tgrant@sjwd.org).

***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 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 determination 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 Workshop #1, August 15, 2020 (W & R)  
*Recommendation: Approve draft minutes*
2. Minutes of the Board of Directors Special Meeting, August 19, 2020 (W & R)  
*Recommendation: Approve draft minutes*
3. Minutes of the Board of Directors Meeting, August 19, 2020 (W & R)  
*Recommendation: Approve draft minutes*
4. Minutes of the Board of Directors Workshop #2, August 27, 2020 (W & R)  
*Recommendation: Approve draft minutes*
5. Minutes of the Board of Directors Special Meeting, September 9, 2020 (W & R)  
*Recommendation: Approve draft minutes*
6. Granite Bay Pump Station Low Flow Pump Improvements Project (R)  
*Recommendation: Award a construction contract for the construction of the Granite Bay Pump Station Low Flow Pump Improvements Project*

## **IV. OLD BUSINESS**

1. Board Policy ADM-3.6 Records Management Policy (W & R)  
*Review Financial Items in Records Retention Schedule*
2. Collaboration/Integration Project and Potential San Juan Retail Agency (W & R)  
*Discussion*
3. Regional Water Bank Update (W & R)  
*Discussion*

## **V. 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 Miscellaneous District Issues and Correspondence
3. Operation Manager's Report
  - 3.1 Miscellaneous District Issues and Correspondence
4. Engineering Services Manager's Report
  - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
  - 5.1 Legal Matters

**VI. DIRECTORS' REPORTS**

1. SGA
2. RWA
3. ACWA
  - 3.1 ACWA – Pam Tobin
  - 3.2 JPIA – Pam Tobin
  - 3.3 Energy Committee – Ted Costa
4. CVP Water Association
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

**VII. COMMITTEE MEETINGS**

1. Engineering Committee – September 16, 2020
2. Finance Committee – September 22, 2020

**VIII. UPCOMING EVENTS**

1. ACWA Fall Conference  
December 1-4, 2020  
Virtual Conference

**IX. CLOSED SESSION**

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation: one matter.

**X. OPEN SESSION**

**XI. ADJOURN**

**UPCOMING MEETING DATES**  
October 14, 2020 – Public Hearing #4  
October 28, 2020 – Regular Board Meeting  
November 9, 2020 – Regular Board Meeting

I declare under penalty of perjury that the foregoing agenda for the September 23, 2020 regular meeting of the Board of Directors of San Juan Water District was posted by September 18, 2020, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and on the District's website at sjwd.org, and was freely accessible to the public.

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Teri Grant, Board Secretary