



# **BOARD OF DIRECTORS MEETING**

## **AGENDA**

**January 5, 2023 Regular Meeting  
6:30 p.m.**

Meeting link:

<https://sweetwaterspringswaterdistrict.my.webex.com/sweetwaterspringswaterdistrict.my/j.php?MTID=mf4f18dd7bf0b6e3069838704c92e9fdb>

Meeting number: 2552 616 8874

Password: RcJDuyJP378

OR

Join by phone: +1-415-655-0001 US Toll

Access code: 2552 616 8874

Password: 72538957

***All guests that join the virtual meeting will be muted with their camera/ video turned off. Guest(s) will be unmuted and video turned on when they are speaking. Proper decorum including appearance is required.***

NOTICE TO PERSONS WITH DISABILITIES: It is the policy of the Sweetwater Springs Water District to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request made at least 48 hours in advance of the need for assistance, this Agenda will be made available in appropriate alternative formats to persons with disabilities. This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).

Any person who has any questions concerning any agenda item may call the General Manager or Assistant Clerk of the Board to make inquiry concerning the nature of the item described on the agenda; copies of staff reports or other written documentation for each item of business are on file in the District Office and available for public inspection. All items listed are for Board discussion and action except for public comment items. In accordance with Section 5020.40 et seq. of the District Policies & Procedures, each speaker should limit their comments on any Agenda item to five (5) minutes or less. A maximum of twenty (20) minutes of public comment is allowed for each subject matter on the Agenda unless the Board President allows additional time.

### **I. CALL TO ORDER (*Est. time: 2 min.*)**

- A. Board members Present
- B. Board members Absent
- C. Others in Attendance

**II. CHANGES TO AGENDA and DECLARATIONS OF CONFLICT**  
*(Est. time: 2 min.)*

**III. CONSENT CALENDAR** *(Est. time: 5 min.)*

*(Note: Items appearing on the Consent Calendar are deemed to be routine and non-controversial. A Board member may request that any item be removed from the Consent Calendar and added as an "Administrative" agenda item for the purposes of discussing the item(s)).*

- A. Approval of the following Minutes of the December 1, 2022 Regular Board Meeting
- B. Approval of Operations Warrants/Online payments/EFT payments
- C. Receipt of Item(s) of Correspondence.  
*Note: Correspondence received regarding an item on the Administrative Agenda is not itemized here, but will be attached as back-up to that item in the Board packet and addressed with that item during the Board meeting.*
- D. Action to Reconfirm findings of Resolution 21-18 re continuation of remote meetings

**IV. PUBLIC COMMENT:** The District invites public participation regarding the affairs of the District. This time is made available for members of the public to address the Board regarding matters which do not appear on the Agenda, but are related to business of the District. Pursuant to the Brown Act, however, the Board of Directors may not conduct discussions or take action on items presented under public comment. Board members may ask questions of a speaker for purposes of clarification.

**V. ADMINISTRATIVE**

- A. Discussion/Action re Resolution 23-01, Accepting the Audit for the Fiscal Year Ending June 30, 2022 (Est. time 15 min.)
- B. Discussion/Action re LAFCO Election for Special District Representative Class II. (Est. time 15 min.)
- C. Discussion/Action re Contract Meter Reader (Est. time 10 min.)
- D. Discussion/Action re Monte Rio Community Center as an in-person meeting site (Est. time 15 min.)
- E. Discussion/Action re New billing system (Est. time 15 min.)
- F. Discussion/Action re District website (Est. time 15 min.)
- G. Discussion/Action re Board Subcommittee Reports (standing item) *(Est. time 5 min.)*  
Subcommittees: General Manager Transition  
Website/Billing System

**VI. GENERAL MANAGER'S REPORT**

- 1. Laboratory Testing/Regulatory Compliance
- 2. Water Production and Sales

3. Leaks
4. In-House Construction Projects
5. CIP 2020-21 Old River Road/Woodland Drive
6. Grants
7. Staff/Board training
8. Surplus Lands

## **VII. BOARD MEMBERS' ANNOUNCEMENTS**

## **VIII. ITEMS FOR NEXT AGENDA**

## **IX. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: Two (2) cases  
Facts and circumstances:
  - (1) Letter from Joseph R. Serpico, Esq. to Sweetwater Springs Water District, dated December 27, 2022
  - (2) Letter from Joel E. Fleck, Esq. to Sweetwater Springs Water District, dated December 21, 2022

**ADJOURN**

## **Sweetwater Springs Water District Mission and Goals**

The mission of the Sweetwater Springs Water District (SSWD) is to provide its customers with quality water and service in an open, accountable, and cost-effective manner and to manage District resources for the benefit of the community and environment. The District provides water distribution and maintenance services to five townships adjacent to the Russian River:

- Guerneville
- Rio Nido
- Guernewood Park
- Villa Grande
- Monte Rio

**GOAL 1: IMPLEMENT SOUND FINANCIAL PRACTICES TO ENSURE EFFECTIVE UTILIZATION OF DISTRICT RESOURCES**

**GOAL 2: PROVIDE RELIABLE AND HIGH QUALITY POTABLE WATER WITH FACILITIES THAT ARE PROPERLY CONSTRUCTED, MANAGED AND MAINTAINED TO ASSURE SYSTEM RELIABILITY**

**GOAL 3: HAVE UPDATED EMERGENCY PREPAREDNESS PLANS FOR ALL REASONABLE, FORESEEABLE SITUATIONS**

**GOAL 4: DEVELOP AND MAINTAIN A QUALITY WORKFORCE**

**GOAL 5: PROVIDE EXCELLENT PUBLIC OUTREACH, INFORMATION AND EDUCATION**

**GOAL 6: ENHANCE BOARD COMMUNICATIONS AND INFORMATION**

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