

AMADOR WATER AGENCY

Board of Directors

Regular Meeting

12800 Ridge Road, Sutter Creek, CA 95685

January 23, 2020

9:00 a.m.

BOARD OF DIRECTORS

Rich Farrington, President	District 3
Susan Peters, Vice President	District 4
Paul Molinelli Jr., Director	District 1
Gary Thomas, Director	District 2
Randy Livingston, Director	District 5

Please Note: Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item.

There is a three minute time limit per person

The Board President may take items out of order to accommodate the public or to promote the order of the meeting.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ADDITIONS TO AGENDA

- a. Items added to the agenda must be approved by the Board pursuant to Government Code Section 54954.2

3. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA

A. Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of Amador Water Agency; however, any matter that requires action will be referred to Staff for a report and action at a subsequent Board meeting. Please note there is a three (3) minute time limit per person

4. CONSENT AGENDA

Items listed on the consent agenda (see attached) are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

5. PRESENTATIONS

- A. Presentation by Jacobson James and Associates (JJ&A): 2004 Power Fire

6. AGENCY GENERAL

A. General Manager Recruitment

1. General Manager Recruitment – The Board will discuss options for recruiting a permanent general manager and may provide direction to a committee or Interim General Manager on the recruitment process

B. Strategic Plan Values

1. Discussion and possible action to adopt the proposed Strategic Plan Values

C. Miscellaneous Fee Schedule

1. Discussion and possible authorization to staff to schedule a public hearing to adopt revised Miscellaneous Fees and Charges for the Amador Water Agency

7. CLOSED SESSION to be called at 10:30 a.m. or as soon thereafter as may be heard

- A. Conference with Agency Negotiators Pursuant to Government Code Section 54956.8 (b) with direction regarding the terms for a one time water transfer with Bay Area Water Supply and Conservation Agency (BAWSCA)

- B. Pursuant to Government Code section 54957; Public Employee Performance Evaluation – Interim General Manager

8. REPORT FROM CLOSED SESSION

- 9. BOARD OF DIRECTOR DISTRICT REPORTS, COMMITTEE REPORTS AND DIRECTOR COMMENTS** - The Board Members may report on various activities, meetings, etc. that they have been involved in. Discussion only, no formal action will be taken. Any matter requiring action will be placed on an upcoming agenda for consideration.

Engineering and Planning- (01-15-20)

Budget and Finance- (01-21-20)

- 10. FUTURE AGENDA TOPICS-** This item is to provide the Board Members an opportunity to request items to be placed on future agendas.

11. ADJOURNMENT

SCHEDULE OF UPCOMING BOARD MEETING

Thursday, February 13, 2020, 9:00 a.m.

Regular Board of Directors Meeting

Amador Water Agency, 12800 Ridge Road, Sutter Creek, CA 95685

**AMADOR WATER AGENCY
CONSENT AGENDA
January 23, 2020**

Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

1. MINUTES

- A. Approval of minutes of the Regular Board Meeting of January 09, 2020

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Cris Thompson at (209) 223-3018 or (209) 257-5281 (fax). Requests must be made as early as possible, and at least two-full business days before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the Amador Water Agency Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 12800 Ridge Rd, Sutter Creek CA 95685

Unapproved

**AMADOR WATER AGENCY
Board of Directors
Regular Meeting**

January 9, 2020

MINUTES

Directors Present: Richard Farrington, President
Susan Peters, Vice President
Gary Thomas
Paul Molinelli Jr
Randy Livingston

Directors Absent: None

Staff Present: John Kingsbury, Interim General Manager
Cris Thompson, Assistant GM/ Clerk of the Board
Karen Gish, HR/ Office Manager
Tracey Hays, Finance Manager
Darrel Evensen, Engineering Manager
Rick Ferriera, Operations Manager
Joshua Horowitz, Agency Legal Counsel

CALL TO ORDER- President Farrington called the meeting to order at 9:00 a.m.

ADDITIONS TO THE AGENDA- None

INTRODUCTION OF NEW EMPLOYEE
Apyl DesVoignes, Customer Service Rep II

PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA – None

CONSENT AGENDA (00:00:11- 02:27)

MOTION: It was moved by Director Thomas, seconded by Director Molinelli Jr. and unanimously carried to approve the consent agenda with suggested revisions.

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AGENCY GENERAL (02:28- 28:29)

Presentation- Dana Jorgensen

Introduction and discussion with Dana Jorgensen, Senate and Assembly Representative

Quarterly Investment Report (28:37- 33:14)

Report of the Agency's Investment Performance through December 31, 2019

Disconnection of Residential Water Service for Nonpayment Policy (33:29 – 42:04)

Discussion and possible action to adopt "Disconnection of Residential Water Service for Nonpayment" Policy in accordance with Senate Bill 998.

MOTION: It was moved by Director Molinelli Jr., seconded by Director Peters and unanimously carried to adopt "Disconnection of Residential Water Service for Nonpayment" Policy in accordance with Senate Bill 998 with suggested changes.

LEGAL COUNSEL'S REPORT (42:05- 52:47)

A. Legislative report

B. Discussion and possible action regarding Agency positions on pending bills

C. Other Legal Matters

Interim General Manager Kingsbury asked to move the remaining open session items ahead of Closed Session.

RECESS was called at 9:59 a.m. **SESSION** resumed at 10:05 a.m.

Public Comment:

Rick Miller, River Pines resident

DEPARTMENT REPORTS (1:02:27- 1:33:26)

A. Administration/Finance

B. Operations

C. Engineering

INTERIM GENERAL MANAGER REPORT (1:33:53-1:50:29)

President Farrington appointed himself and Director Thomas to an adhoc Committee created to investigate and evaluate options for a Regional Wastewater Plant.

COMMITTEE REPORTS, SPECIAL ASSIGNMENTS AND DIRECTOR COMMENTS (1:50:53- 1:56:10)

Budget and Finance Committee Meeting, December 17, 2019

RECESS was called at 11:06 a.m. **SESSION** resumed at 11:23 a.m.

CLOSED SESSION was called at 11:24 a.m.

A. Conference with Legal Counsel Pursuant to Government Code Section

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54956.9(D)(1) – Existing Administrative Proceedings – State Water Resources Control Board Bay-Delta Water Quality Control Plan Update Proceeding

B. Conference with Agency Negotiators Pursuant to Government Code Section 54956.8 (b) with direction regarding the terms for a one time water transfer with Bay Area Water Supply and Conservation Agency (BAWSCA)

C. Pursuant to Government Code Sections 54957 Public Employee Performance Evaluation- Interim General Manager

OPEN SESSION resumed at 1:24 p.m.

FUTURE AGENDA TOPICS- None

ADJOURNMENT

President Farrington adjourned the meeting at 1:25 p.m.

Cris Thompson
Clerk of the Board of Directors

Approved: _____

**Board Meeting
January 23, 2020**

AGENDA ITEM 6.B.1

Date: January 23, 2020
To: Board of Directors
From: John Kingsbury, Interim General Manager
Subject: Strategic Plan "VALUES"

This is to consider adopting "VALUES" and incorporating them into the Agency's 2018-2023 Strategic Plan.

Background:

The Board is committed to the long-term development of the Agency and its ability to serve customers into the future. The Strategic Plan identifies the Agency's vision, philosophy and goals, and it guides the formulation of achievable objectives to increase value to customers. To this end, the Board routinely reviews accomplishments and the Strategic Plan that aligns the Agency's activities to support the Plan.

As part of the Board's review of the Plan, it expressed interest in adding "Values" to it. A draft was prepared by Director Peters and Cris Thompson and circulated to the Employees Association for comment, and it was reviewed by the management team and recommended by the Engineering and Planning Committee.

Recommendation: Adopt the proposed "Values" and incorporate them into the 2018-2023 Strategic Plan

VALUES

ACCOUNTABILITY: Commit to assigned tasks and perform the duties required to fulfill or further Agency goals.

COLLABORATION: Emphasize internal and external collaboration in attaining objectives and resolving issues.

ENCOURAGEMENT: Respect and encourage differences of opinion.

ETHICS: Practice the highest ethical standards and maintain integrity throughout the organization.

HEALTH AND SAFETY: Ensure public and employee health and safety by conducting operations in strict accordance with all statutory and regulatory requirements.

PROFESSIONALISM: Achieve high levels of staff professionalism through career development, including training opportunities, and retention of skilled staff with competitive compensation.

RESOURCES: Protect sustainable resources.

RESPECT: Respect customers and employees while conducting Agency business.

INNOVATION: Provide productive techniques and innovations in product technology and equipment that offer workplace improvement measured in safety and efficiency.

TRANSPARENCY: Transparent governance through open communication.

TRUST: Conviction to truthful, reliable communication and actions which are the foundation to a positive working environment.

**Board Meeting
January 23, 2020**

AGENDA ITEM 8.A.1

Date: January 23, 2020
To: Board of Directors
From: John Kingsbury, Interim General Manager
Subject: General Manager Recruitment

At its January 9, 2020 meeting, the Board expressed interest to start discussion and the recruitment process for a General Manager.

The ideal candidate for the General Manager (GM) position is crucial for a successful and viable water agency. As with every water agency, there are strengths, challenges, opportunities, dynamics, and culture. The Board will need to consider its organizational culture and GM's ability to work with the Board, its members, and staff to fulfill the Agency's needs, vision, mission and goals outlined in the 2018-2023 Strategic Plan. Conversely, to be successful, the ideal candidate must fully understand and recognize the challenges and complexities inherent in AWA as part of their decision-making process.

The Board may want to convene a workshop(s) with its stakeholders to profile the job requirements for the GM; i.e., knowledge, skills, and abilities; the candidate's competencies, experiences, personal and professional characteristics. The Board will also need to determine its advertising strategies, geographical search, compensation levels, interview process, and a completion timetable. At the conclusion of this process, the Board should have a clear consensus of the key qualifications and characteristics of the position and the process, action plan, and timetable to be utilized for the recruitment activity.

Assistance from a professional recruitment firm that has investment in this region, can provide valuable assistance and guidance to the Board with the recruitment process. Also, having worked 34 years in "water" in this region, I have established excellent relationships with many water agencies and their management teams around the State. Utilizing this network and experience, I may be able to assist the Board with suggestions and recommendations as this process moves forward.

Recommendation: Direction to a committee and/or the Interim General Manager regarding the General Manager recruitment process