

OUTREACH AND LEGISLATION COMMITTEE

(Directors Molinelli Jr. and Farrington)

SPECIAL MEETING

January 25, 2022

3:00 p.m.

AGENDA

PUBLIC NOTICE: Members of the public will have the opportunity to directly address the Committee members concerning any item within the Committee's jurisdiction.

There is a three-minute time limit per person

In order to accommodate the social distancing practices required to reduce the risk of spreading COVID-19 and provide for the safety of the public, our employees and Board of Directors, the Agency will conduct its public meetings via teleconference until further notice. Members of the public may participate in the meeting by using the dial in information below:

Join Zoom Meeting

<https://us06web.zoom.us/j/84752802067>

Meeting ID: 847 5280 2067

One tap mobile

+16699006833,,84752802067# US (San Jose)

+14086380968,,84752802067# US (San Jose)

Dial by your location

833 548 0282 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 847 5280 2067

1. CALL MEETING TO ORDER

- a. Remote meeting authorized by prior Board of Directors action.

2. PUBLIC COMMENT

- a. Discussion items only, no action to be taken. Please note there is a three (3) minute time limit per person.

3. LEGISLATIVE UPDATE

- a. Staff will provide an informational report on the new legislative session.

4. OUTREACH PLANNING

- A. Open House Event
- B. Newsletter

5. CSDA TRANSPARENCY CERTIFICATE OF EXCELLENCE

- a. Recommend direction to staff to develop and submit documentation to qualify for the California Special District Association's Transparency Certificate of Excellence.

6. ADJOURNMENT

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 Karen Gish at (209) 257-5234. Requests must be made as early as possible, and at least two-full business days before the start of the meeting.

1/21/22

MASTER PLAN & RATE STUDIES/2021 RATE ADJUSTMENT

MEDIA COVERAGE

- 12/24/20 Ledger Dispatch: "Water Agency attempts to project what next 20 years will look like"
- 5/18/21 Interview with Jack Mitchell, Ledger Dispatch
- 6/11/21 "Water Rates on the Rise" (Ledger Dispatch)
- 6/18/20 Ledger Dispatch Letters to Editor "City of Jackson Officials, residents need to stand together to protest AWA's proposed water rate hikes" (Bob Stimpson); "Sky high AWA water rates (Georgia Fox), Correction to June 11, 2021 L-D story (Editor).
- 6/29/21 Ledger Dispatch Coverage of 6.28.21 Jackson City Council meeting and vote of Prop.218 protest to 2021 rate adjustment
- 7/2/21 Ledger Dispatch "How can you stop the madness..." Letter to Editor (Debbie Dunn). Response Letter by Rich Farrington
- 7/9/21 Ledger Dispatch Op-ed: "Water rate increase is unfair for Amador County residents" by Sean Kriletich; Letter to editor: "Rising water rates are unfair" by Peter McDowell, lone
- 7/16/21 Ledger Dispatch Op-ed: "AWA Director: Don't fix it if it ain't broke won't work anymore" (Farrington); Letter to Editor: "Amador water rates will be most expensive in the country" (Angela Parker)
- 7/21/21 KVGC Interview of Sean Kriletich, rate adjustment opponent.
- 7/23/21 Ledger Dispatch Op-ed: "AWA urged to find 'more equitable manner of obtaining revenue'" Steve Cannon, Amador Resource Conservation District
- 7/30/21 Ledger Dispatch: "AWA moving forward with rate hike" (front page) and letter to editor: "Water rate hike will hurt Amador" (Karen Harmon)
- 8/6/21 Ledger Dispatch Letters to Editor: "AWA tricked its customers," "Time for change in water agency"
- 9/3/21 Ledger Dispatch: AWA Directors vote to raise wholesale water rates – City of Jackson threatens action for "unconscionable" rate hike; AWA Board supports help for low-income retails customers (AWA press release)

- 11/5/21 Ledger Dispatch “Issues at water treatment plant force AWA to enact 24-hour emergency conservation order”
- 12/10/21 Ledger Dispatch “Neighbors Alert AWA to Leak in Upcountry Pipeline”

PRESS RELEASES:

- 2/9/21 AWA’s First Comprehensive Water Master Plan Study Available (Ledger Dispatch/KVGC Radio/Internet News)
- 4/9/21 AWA Directors Schedule Public Workshops on Agency Rates (Ledger Dispatch/KVGC Radio/Internet News)
- 4/27/21 AWA 2021 Water Capacity Fees Study Available For Review (Ledger Dispatch/KVGC Radio/Internet News)
- 4/27/21 Public Input Requested On Awa Rate Adjustment Process (5/6/21 Rates Workshop) (“ “ “ “)
- 6/22/21 Response to City of Jackson Comments on Rate Adjustment (KVGC Radio)
- 7/28/21 AWA Directors Approve 5-Year Rate Adjustment to Address Infrastructure and Financial Deficits
- 8/23/21 AWA Directors Support SB 222
- 9/10/21 Holiday Weekend Line Break on AWA's Ione's Transmission Pipeline
- 12/10/21 Ledger Dispatch “Neighbors Alert AWA to Leak in Upcountry Pipeline”

PRESENTATIONS:

- Ongoing Dist. 3 Community Council (Farrington)
- 3/9/21 KVGC Radio Interview (Water Master Plan & Rate Study/McKenney)
- 3/18/21 Upcountry Rotary (Water Master Plan & Rate Study PPT/Farrington)
- 4/6/21 Plymouth Foothills Rotary (Water Master Plan & Rate Study PPT/McKenney/ Livingston)
- 4/8/21 Plymouth City Council (Water Master Plan & Rate Study PPT/McKenney)
- 4/12/21 Jackson City Council (Water Master Plan & Rate Study PPT/McKenney)
- 4/22/21 Amador Co. Land Use Comm. (Water Master Plan & Rate Study PPT/McKenney)
- 4/23/21 Amador Chamber of Commerce (Water Master Plan & Rate Study PPT/Molinelli)
- 4/27/21 Jackson Rotary (Water Master Plan & Rate Study PPT/Molinelli)
- 5/5/21 KVGC Radio Interview (5.6.21 Rates Workshop/McKenney)
- 5/12/21 First Mace Meadows Board Meeting (McKenney)

- 7/16/21 KVGC Radio Interview (7.20.21 Rates Open House/McKenney)
- 7/20/21 Informational Open House on Rate Adjustment, AWA Headquarters
- 11/17/21 Dist. 12 Agency on Aging (Molinelli/Farrington) - scheduled
- 1/11/22 Plymouth Foothill Rotary Club (McKenney)
- 1/19/22 Upcountry 88 Lions Club (McKenney)

FACEBOOKS POSTS:

- 1/12/21 Value of Water: Essential to your everyday life
- 1/15/21 Value of Water: The quality of our services enhances the community's well-being.
- 1/19/21 Water Master Plan: To plan any journey, you must first know where you are.
- 2/9/21 Investing in the Future/Water Master Plan Study
- 2/16/21 Our water and wastewater systems are composed of a patchwork of systems...
- 2/22/21 Value of Water: Affordable drinking water for your family
- 3/15/21 Multiple water tanks in our system are made from redwood
- 3/23/21 Balancing cost of service and revenue...
- 4/7/21 AWA Directors Schedule Public Workshops on Agency Rates
- 4/13/21 Did you know that the Tanner Treatment Plant is about 40 years old?
- 4/15/22/23 AWA Public Workshops On Agency Rates Continue
- 4/29/21 AWA 2021 Water Capacity Fees Study Available For Review
- 4/29/21 Public Input Requested On Awa Rate Adjustment Process (5/6/21 Rates Workshop)
- 5/18/21 In Sutter Creek, some water pipes may be 100 years old.
- 5/25/21 What is Cathodic Protection? (Water Master Plan Study)
- 6/11/21 New Upcountry Water Storage Tanks
- 6/17/21 Prop. 218 Notice Available on AWA Website
- 7/6/21 Projects to improve service and reliability in Upcountry neighborhoods.
- 7/13/21 The AWA Water Master Plan Study recommends a study on how best to meet the water demands of the city of Lone.

7/15/20 Water is essential for everything we do in life.
8/24/21 AWA Directors Support Proposed State-Funded Water Rate Assistance Program
9/16/21 Holiday Weekend Line Break on AWA's Ione's Transmission Pipeline
10/28/21 Emergency Conservation Needed (Tanner WTP)
10/29/21 Emergency Water Use Restrictions Lifted
11/16/21 Where's the Bottleneck? Wastewater Plant Capacity
11/29/21 Denise Landstet/Grant Specialist
1/7/22 GSL Leak and Repair

CUSTOMER MATERIALS:

3/8/21 Spring Newsletter (Master Plan Study results and Rate Study), separate mailing to all customers
5/4/21 Flyer on 5.6.21 Rates Workshop delivered to LFPD Auxiliary boxes for LaMel Heights residents
10/10/21 Fall Newsletter: AWA crews on the job repairing holiday pipeline break; Stay in touch as AWA moves forward on improvements; Who 'owns' the water in the Mokelumne River; Support for proposed Water Rate Assistance Program (also on Facebook through October)

AWA WEBSITE

1/29/21 Water Master Plan Study posted
4/1/21 Spring Customer Newsletter posted
4/6/21 Rate Study Workshop Schedule Press Release posted
7/10/21 Rate Adjustments Information Landing Page/multiple documents
7/14/21 Public Invited To Open House On Awa Proposed Rate Adjustments UPDATED 7/20/21
9/10/21 Holiday Weekend Line Break on AWA's Ione's Transmission Pipeline

WATER CONSERVATION

MEDIA COVERAGE

- 9/3/21 Ledger Dispatch/KVGC: State issues "Curtailement" order affecting Upcountry water rights
- 9/16/21 Re: Stage 1 Water Alert Press Release: KVGC Interview, FOX40 Sacramento interview, evening news broadcast
- 9/17/21 Ledger Dispatch: "Water Alert! AWA asks customers to reduce water use by up to 20 percent."

PRESS RELEASES:

- 8/26/21 State Issues Curtailement Order Affecting Amador Upcountry Water Right
- 9/14/21 AWA Declares "Stage 1" Water Alert in Amador County

PRESENTATIONS:

- 8/31/21 KVGC Radio Interview (Curtailement Order, SB222 (McKenney))
- 9/15/21 KVGC Radio Interview (Stage 1 Water Alert)

FACEBOOK POSTS:

- 1/4/21 Central Sierra Snowpack at 93 Percent of Average
- 2/4/21 Dry Conditions Continue Even with Recent Winter Storms
- 3/3/21 Below Average Sierra Snow Levels Persist
- 4/5/21 Sierra Snow Levels Remain Below Average
- 4/20/21 Kids -- Learn About Water And Have Fun!
- 4/22/21 Water Conservation: Some Thoughts for Earth Day
- 5/11/21 California's Drought Emergency Expanded to Include Amador County
- 5/11/21 Gardening Tip: Use Mulch!
- 5/27/21 GET READY FOR SUMMER... (Landscape watering conservation)
- 6/15/21 California is facing a long, dry summer.
- 7/9/21 Use a broom instead of a hose to clean outdoor areas
- 7/20/21 Check your watering system
- 8/30/21 State Issues Curtailement Order Affecting Amador Upcountry Water Right

- 9/16/21 AWA Declares “Stage 1” Water Alert in Amador County
- 10/19/21 Free Water Conservation Items
- 10/21/21 Prepare your landscape for winter
- 10/21/21 Wow that was a lot of rain! (Conservation measures still in effect)
- 12/21/21 Water Efficient Dishwashers

AWA WEBSITE

- 5/11/21 California’s Drought Emergency Expanded to Include Amador County
- 8/30/21 State Issues Curtailment Order Affecting Amador Upcountry Water Right
- 9/16/21 AWA Declares “Stage 1” Water Alert in Amador County

CUSTOMER NEWSLETTER

- 10/10/21 Fall Newsletter: Stage 1 Water Alert; Free Conservation Items (Also posted on Facebook thru Oct)

GIVEAWAY PROGRAM

- 10/10/21 Free Home Water Conservation Kits Available

GUEST EDITORIALS:

PAID ADVERTISING:

DISPLAYS:

BILLING NOTICES:

OTHER:



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Purpose

To promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency.

Duration

3 Years

District Receives

- Certificate for display (covering 3 years)
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in social media, and the CSDA eNews
- Window cling

Application Cost

FREE

Electronic filing is preferable.

info@sdlf.org

Basic Requirements

Current Ethics Training for All Board Members *(Government Code Section 53235)*

- Provide names of board members and copies of training certificates along with date completed

Compliance with the Ralph M. Brown Act *(Government Code Section 54950 et. al)*

- Provide copy of current policy related to Brown Act compliance
- Provide copy of a current meeting agenda (including opportunity for public comment)

Adoption of Policy Related to Handling Public Records Act Requests

- Provide copy of current policy

Adoption of Reimbursement Policy, If District Provides Any Reimbursement of Actual and Necessary Expenses

(Government Code Section 53232.2 (b))

- Provide copy of current policy

Annual disclosure of board member or employee reimbursements for individual charges over \$100 for services or products. This information is to be made available for public inspection. "Individual charge" includes, but is not limited to: one meal, lodging for one day, or transportation. *(Government Code Section 53065.5)*

- Provide copy of the most recent document and how it is accessible.

Timely Filing of State Controller's Special Districts Financial Transactions Report -

Includes Compensation Disclosure. *(Government Code Section 53891)*

- Provide copy of most recent filing.

SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list'

Conduct Audits As Required By Law *(Government Code Section 26909 and 12410.6)*

- Provide copy of most recent audit, management letter, and a description of how/where documents were made available to the public

Other Policies – Have Current Policies Addressing the Following Areas

Provide copies of each:

- Conflict of Interest
- Provide copies of Form 700 cover sheet for board members and general manager
- Code of Ethics/Values/Norms or Board Conduct
- Financial Reserves Policy

Website Requirements

Maintain a district website with the following items Required. (provide direct website links for each item) - Required items available to the public:

- Names of board members and their full terms of office to include start and end date
- Name of general manager and key staff along with contact information
- Election/appointment procedure and deadlines
- Board meeting schedule
(Regular meeting agendas must be posted 72 hours in advance pursuant to *Government Code Section 54954.2 (a)(1)* and *Government Code Section 54956 (a)*)
- District's mission statement
- Description of district's services/functions and service area
- Authorizing statute/Enabling Act (Principle Act or Special Act)
- Current District budget
- Most recent financial audit
- Archive of Board meeting minutes for at least the last 6 months
- Link to State Controller's webpages for district's reported board member and staff compensation (*Government Code Section 53908*)
- Link to State Controller's webpages for district's reported Financial Transaction Report (*Government Code Section 53891 (a)*)
- Reimbursement and Compensation Policy
- Home page link to agendas/board packets (*Government Code Section 54957.5*)
- SB 272 compliance-enterprise catalogs (*Government Code Section 6270.5*)
- Machine readable/searchable agendas

Additional items – website also must include at least 4 of the following items:

- Post board member ethics training certificates
- Picture, biography and e-mail address of board members
- Last (3) years of audits
- Financial Reserves Policy
- Online/downloadable public records act request form
- Audio or video recordings of board meetings
- Map of district boundaries/service area
- Link to California Special Districts Association mapping program
- Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site)
- Link to www.districtsmakethedifference.org site or a general description of what a special district is
- Link most recently filed to FPPC forms

Outreach/Best Practices Requirements - (Must complete at least 2 of the following items)

Regular district newsletter or communication (printed and/or electronic) that keeps the public, constituents and elected officials up-to-date on district activities (at least twice annually)

- Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom.

Community notification through press release to local media outlet announcing upcoming filing deadline for election or Appointment and process for seeking a position on the district board, prior to that election (or prior to the most recent deadline For consideration of new appointments for those districts with board members appointed to fixed-terms).

- Provide copy of the press release (and the printed article if available)

Complete salary comparison/benchmarking for district staff positions using a reputable salary survey (at least every 5 years)

- Provide brief description of the survey and process used as well as the general results

Special Community Engagement Project

Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.)

- Submit an overview of the community engagement project reviewing the process undertaken and results achieved

Hold annual informational public budget hearings that engage the public (outreach, workshops, etc.) Prior to adopting the budget

- Provide copy of most recent public budget hearing notice and agenda.

Community Transparency Review

The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (the district may choose to conduct the overview with these individuals simultaneously or separately):

- Chair of the County Civil Grand Jury
- Editor of a reputable local print newspaper (only one may count toward requirement)
- LAFCO Executive Officer
- County Auditor-Controller
- Local Legislator (only one may count toward requirement)
- Executive Director or President of local Chamber of Commerce
- General Manager of a peer agency (special district, city, county, neighborhood association, community organization or county administrative officer)

- Provide proof of completion signed by individuals completing Community Transparency Review



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Submit Application

Submit this application along with all required documentation to:

Special District Leadership Foundation
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 916-231-2909 • Fax: 916-442-7889

Electronic filing is preferable.

info@sdlf.org

District:		
Mailing Address:		
City:	State:	Zip:
Contact Name:		
Contact Title:		
Phone:	Fax:	
Email:	Website:	
Assembly Member(s)*:		
Senator*:		
Local Newspaper(s):		
I certify that the information submitted is accurate and complete to the best of my knowledge.	Signature:	

**include all state legislators representing the district's area of operation*