

SAN LUIS & DELTA-MENDOTA WATER AUTHORITY
ADJOURNED REGULAR FINANCE & ADMINISTRATION COMMITTEE MEETING
AND JOINT ADJOURNED REGULAR FINANCE & ADMINISTRATION COMMITTEE
MEETING - SPECIAL BOARD WORKSHOP MINUTES
OCTOBER 10, 2019

The Adjourned Regular Finance & Administration Committee Meeting and Joint Adjourned Regular Finance & Administration Committee Meeting and Special Board Workshop of the San Luis & Delta-Mendota Water Authority convened at approximately 8:30 a.m. at 842 6th Street in Los Banos, California with Chair Rick Gilmore presiding.

Members and Alternate Members in Attendance

Ex Officio

Cannon Michael

Division 1

Rick Gilmore, Member - Anthea Hansen, Alternate

Division 2

William Bourdeau, Member - Bobbie Ormonde, Alternate

Division 3

Chris White, Member

Division 4

Sara Singleton, Member

Division 5

Absent

Friant Water Authority

Absent

Board of Directors Present

Division 1

Anthea Hansen, Director

Rick Gilmore, Director

Division 2

William Bourdeau, Director

Division 3

Chris White, Director

Cannon Michael, Director

Division 4

Gary Kremen, Director

Jeff Cattaneo, Director

Sara Singleton, Alternate

Division 5

Absent

Authority Representatives Present

Federico Barajas, Executive Director
Rebecca Akroyd, General Counsel
Joyce Machado, Director of Finance
Scott Petersen, Water Policy Director
Lauren Neves, Accountant III
Sally Keck, Director of HR & Admin.

Others in Attendance

None

1. Call to Order

Chair and Member Rick Gilmore called the meeting to order at 9:05am.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Additions or Corrections to the Agenda

There were no additions or corrections.

4. Opportunity for Public Comment

There was no public comment.

ACTION ITEMS

5. Finance & Administration Committee to Consider Approval of the September 9, 2019 Meeting Minutes.

Member William Bourdeau made the motion to approve the September 9, 2019 meeting minutes, including minor edits proposed by Alternate Anthea Hansen. The motion was seconded by Member Chis White and passed unanimously. The Committee action is reported as follows:

AYES: Michael, Gilmore, Bourdeau, White, Singleton

NOES: None

ABSTENTIONS: None

REPORT ITEMS

6. Discussion Regarding Vacation Accrual Employee Benefit.

Executive Director Federico Barajas presented information requested during the September Finance & Administration Committee meeting to further explain the Employee Handbook policy regarding an employee's maximum accrual of 480 vacation hours. This benefit was approved in February 2019 as part of the Employee Handbook. Staff presented a recent benefit survey of the average and median vacation hours accrued for various other agencies, which included a range of 120-560 hours, a mean of 300 hours, and an average of 310 hours. The rationale for this employee benefit includes allowing employee attraction and retention. In addition, employees are able to apply their accrued hours to their retirement health savings plan at retirement. Lastly, in prior years, certain employees particularly management employees' workload made it difficult to take extended vacations. The 480 hours allowed them to accrue the leave without the penalty of losing the hours. Moving forward, management will encourage staff to use their vacation hours annually. Committee members expressed their support for keeping the existing policy, and asked staff to encourage employee vacations.

7. Discussion Regarding Future CSAMP/CAMT Funding.

Scott Peterson discussed working with the State Water Contractors and CSAMP group to develop a long term funding strategy for CSAMP and CAMT. They are currently working with the public water agency scientists to develop the next 2-3 years outline of the strategic science plan for CSAMP.

8. O&M Self-Funding

Director of Finance Joyce Machado reported to the Committee that for WY19 the self-funded routine O&M expenses through August 30, 2019 were under budget by \$1,369,124. Machado then explained the new format for the O&M Self-Funding Report to include additional support pages including the allocation of indirect to direct costs which calculates a Self-Funding figure. A new report provided was the DMC budget to actual. This shows that, without CIP and EO&M, the paid/pending amount through August 30, 2019 was \$6,533,837. The next report is the CIP and EO&M showing an actual to date paid/pending of \$3,772,958. The next page then shows the DMC including CIP and EO&M.

9. Executive Director's Report

Executive Director Federico Barajas updated the Committee on the current efforts with Reclamation on the BF Sisk Dam Raise Project. The Authority is currently working with CDM Smith to determine the estimated cost and schedule for the NEPA/CEQA and feasibility study requirements. Barajas also informed the Committee regarding the name change for Reclamation's

Mid-Pacific Region to Interior Region 10, California - Great Basin Region.

10. Reports Pursuant to Government Code Sec 54954.2

No report given.

11. Adjournment.

The meeting was adjourned at approximately 9:10 a.m.