



Brett Ewart, Chair

Michael Saunders, Vice Chair

Chris Nelson, Director

Bruce Kamilos, Director

Robert Wichert, Director

Ron Greenwood, Director

Sean Bigley, Director

Sean Twilla, Director

Michael Grinstead, Director

REGIONAL WATER AUTHORITY EXECUTIVE COMMITTEE MEETING

**Tuesday, May 27, 2025
at 1:30 p.m.**

**2295 Gateway Oaks, Suite 100
Sacramento, CA 95833
(916) 967-7692**

IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:

The Regional Water Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Committee on any item of interest before or during the Committee's consideration of that item. Public comment on items within the jurisdiction of the Committee is welcomed, subject to reasonable time limitations for each speaker.

Join Zoom Meeting

<https://us06web.zoom.us/j/89328730305>

Meeting ID: 893 2873 0305

Dial by your location

+1 669 444 9171 US or +1 669 900 6833 US (San Jose)

If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 1-877-654-0338 – Guest Code 198

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT:

Members of the public who wish to address the committee may do so at this time.
Please keep your comments to less than three minutes.

3. CONSENT CALENDAR: All items listed under the Consent Calendar are considered and acted upon by one motion. Committee members may request an item be removed for separate consideration.

3.1 Approve draft meeting minutes of April 30, 2025 Special Executive Committee meeting.

Action: Approve Consent Calendar

4. CLASSIFICATION AND COMPENSATION STUDY

Presenter: Jim Peifer, Executive Director

Action: Provide direction to the staff on the agencies/organizations to be surveyed for the Classification and Compensation Report

5. RWA EXECUTIVE COMMITTEE MEETING SCHEDULE

Presenter: Jim Peifer, Executive Director

Action: Provide direction to the staff

6. INFORMATION: RWA PROGRAM UPDATES

Presenter: Jim Peifer, Executive Director

7. EXECUTIVE DIRECTOR'S REPORT

8. DIRECTORS' COMMENT

ADJOURNMENT

Upcoming meetings:

Next RWA Board of Director's Meeting:

Regular RWA Board Meeting, July 10, 2025, 9:00 a.m. at the Carmichael Water District, 7837 Fair Oaks Boulevard, Carmichael, CA 95608. The location is subject to change.

Next RWA Executive Committee Meeting:

The next RWA Executive Committee Meeting is scheduled for June 24, 2025, 1:30 p.m. at the RWA Office located at 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833.

Notification will be emailed when the RWA electronic packet is complete and posted on

the RWA website at: <https://www.rwah2o.org/meetings/board-meetings/>.

Posted on: May 23, 2025

Ashley Flores
Ashley Flores, CMC, Clerk of the Board

Topic: Public Comment
Type: New Business
Item For: Information/Discussion
Purpose: [Policy 200.1, Rule 11](#)

SUBMITTED BY: Ashley Flores, CMC
Secretary

PRESENTER: Brett Ewart
Chair

EXECUTIVE SUMMARY

This is an information item to provide an opportunity for the Regional Water Authority Executive Committee to recognize or hear from visitors that may be attending the meeting or to allow members of the public to address the Executive Committee on matters that are not on the agenda.

As noted on the agenda, members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.

STAFF RECOMMENDED ACTION

None. This item is for information only.

BACKGROUND

Public agencies are required by law to provide an opportunity for the public to address the RWA Executive Committee matters that are not on the agenda.

3.0 CONSENT CALENDAR

Topic: Meeting Minutes
Type: Consent Calendar
Item For: Action; Motion to Approve
Purpose: [Policy 200.1, Rule 14](#)

SUBMITTED BY: Ashley Flores, CMC
Secretary

PRESENTER: Ashley Flores, CMC
Secretary

EXECUTIVE SUMMARY

This is an action item for the Regional Water Authority Executive Committee to review and consider approving the draft minutes of the Regional Water Authority Executive Committee Special Meeting of April 30, 2025.

STAFF RECOMMENDED ACTION

A motion to approve the Minutes, as presented or amended.

BACKGROUND

The draft minutes of the above referenced meetings are included with this Agenda. The minutes reflect the RWA Policy 200.1 to document specific details on items discussed at the meetings.

The Executive Director may list on the agenda a "consent calendar", which will consist of routine matters on which there is generally no opposition or need for discussion. Examples of consent calendar items might include approval of minutes, financial reports and routine resolutions. Any matter may be removed from the consent calendar and placed on the regular calendar at the request of any member of the Board. The entire consent calendar may be approved by a single motion made, seconded and approved by the Board.

FINDING/CONCLUSION

Staff believes the draft of the presented minutes correctly reflect the information shared and actions taken by the Executive Committee.

ATTACHMENTS

Attachment 1- Draft meeting minutes of the Regional Water Authority Executive Committee Meeting of April 30, 2025

1. CALL TO ORDER

Vice Chair Saunders called the special meeting of the Executive Committee to order on April 30, 2025, at 10:00 a.m. at the RWA Board Room located at 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. Six of the Executive Committee Members were present at roll call; a quorum was established. Individuals in attendance are listed below:

Executive Committee Members

Michael Saunders, Georgetown Divide Public Utility District, Vice Chair
Sean Bigley, City of Roseville
Bruce Kamilos, Elk Grove Water District
Sean Twilla, Golden State Water Company
Robert Wichert, Sacramento Suburban Water District
Michael Grinstead, Sacramento County Water Agency

Staff Members

Jim Peifer, Trevor Joseph, Ryan Ojakian, Michelle Banonis, Raiyna Villasenor, Ashley Flores, Monica Garcia and Josh Horowitz, legal counsel.

Others in Attendance:

Patty Howard, Regional Government Services; and Greg Zlotnick, San Juan Water District

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

3.1 Adopt positions on legislation.

3.2 Approve draft meeting minutes of the April 22, 2025 Executive Committee Meeting.

A motion was made to approve the Consent Calendar as presented.

Motion/Second/Carried Director Wichert moved, with a second by Director Twilla

Michael Saunders, Georgetown Divide Public Utility District; Bruce Kamilos, Elk Grove Water District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water

Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Motion passed.

Ayes- 6
Noes- 0
Abstained- 0
Absent- 3

4. CLASSIFICATION AND COMPENSATION STUDY

This was an action item presented by Executive Director Peifer and Patty Howard of Regional Government Services (RGS), for the Committee to receive a Classification and Compensation Report submitted by RGS and consider the job description and salary for the Finance and Administrative Services Manager position.

A motion was made to accept the Classification and Compensation Report submitted by RGS Report including the salary schedule.

Motion/Second/Carried Director Grinstead moved, with a second by Director Bigley

Michael Saunders, Georgetown Divide Public Utility District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Bruce Kamilos, Elk Grove Water District; voted no. Motion passed.

Ayes- 5
Noes- 1 (Kamilos)
Abstained- 0
Absent- 3

A motion was made to recommend approval of revised job description for Finance and Administrative Services Manager to the Board of Directors at the next Board meeting.

Motion/Second/Carried Director Grinstead moved, with a second by Director Wichert

Michael Saunders, Georgetown Divide Public Utility District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Bruce Kamilos, Elk Grove Water District; voted no. Motion passed.

Ayes- 5
Noes- 1 (Kamilos)
Abstained- 0
Absent- 3

ADJOURNMENT

Vice Chair Saunders adjourned the meeting at 10:43 a.m.

Approved by:

Brett Ewart, RWA Chair

Attested by:

Ashley Flores, CMC, Clerk of the Board

Topic: Compensation and Classification Study
Type: Old Business
Item For: Action
Purpose: Policy 400.2 (Compensation Policy), 400.3 (Job Descriptions),
400.5 (Job Descriptions)

SUBMITTED BY: Jim Peifer
Executive Director

PRESENTER: Jim Peifer
Executive Director

EXECUTIVE SUMMARY

This is an action item for the Executive Committee to provide direction to the staff on the agencies/organizations to be surveyed for the Classification and Compensation Report.

STAFF RECOMMENDED ACTION

Provide direction to the staff on the agencies/organizations to be surveyed for the Classification and Compensation Report.

BACKGROUND

At the May 8, 2025 Board meeting, the Board of Directors considered a reclassification and associated compensation for two new positions: Board Clerk – Project Manager and Finance Director. The Board of Directors took action to request additional information prior to considering the approval of the item. Specifically, the Board requested compensation data from other organizations before making a decision on compensation.

Policy 400.2 (Employee Compensation Policy) defines the role of staff and the Executive Committee when preparing compensation surveys. The role of staff is to “...solicit feedback from the Executive Committee on the agencies/organizations to be surveyed and data elements to be collected...”. The Executive Committee could consider and give direction to obtain data from the same agencies utilized in the most recent 2022 compensation study, or some alternative set of organizations. The agencies/organizations surveyed in 2022 include:

- Citrus Heights Water District
- Fair Oaks Water District
- City of Folsom
- Placer County Water Agency
- City of Roseville
- Sacramento County
- City of Sacramento
- Sacramento Suburban Water District

- City of West Sacramento
- San Juan Water District
- El Dorado Irrigation District
- Yuba County Water Agency
- Elk Grove Water District
- State Department of Water Resources

As a reminder, RWA Policy 400.2 governs the compensation and the reviews of compensation for the RWA and SGA staff. The policy includes the following directions:

It is the intent of the Authority to provide employee compensation (pay and benefits) that is fair and equitable and that is comparable, based upon an employee's experience, skills and performance consistent with established job descriptions, and with that of similar water and public entities regionally. As a small, professional, management-focused organization, it is the intent of the Authority to provide employee compensation at or above the labor market for the industry and the geographic area. The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.

ATTACHMENTS

Attachment 1 – Policy 400.2

REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES MANUAL

Policy Type	Human Resources
Policy Title	Employee Compensation Policy 400.2
Policy Number	400.2
Date Adopted	September 9, 2004
Date Amended	September 13, 2012 January 10, 2019 November 9, 2023 July 11, 2024

EMPLOYEE COMPENSATION POLICY

It is the intent of the Authority to provide employee compensation (pay and benefits) that is fair and equitable and that is comparable, based upon an employee's experience, skills and performance consistent with established job descriptions, and with that of similar water and public entities regionally. As a small, professional, management-focused organization, it is the intent of the Authority to provide employee compensation at or above the labor market for the industry and the geographic area. The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.

The Executive Director will have the authority to set and change employee base rate of pay in accordance with the intent of this Policy and within the budgetary guidelines approved by the Board of Directors. As part of the annual budget review process, the Executive Director will be responsible for preparing and presenting a labor budget to the Board of Directors in accordance with this Policy. The Board of Directors will consider, amend as required, and approve the annual labor budget for the Authority. Once the labor budget has been approved, the Executive Director may determine in his or her discretion how to apply any approved increase to each employee's existing base rate of pay. Changes to employee benefits will generally require Board action to approve changes to the Employee Handbook and other policies.

The specific terms of this Policy apply to staff only, except as specified in Section IV, below. All aspects of the Executive Director's compensation are subject to Board approval of an employment contract.

I. Pay Ranges

It is the Authority's Policy to provide a program for advancement of its employees within the pay range of their position using a merit-based system based on objective regular goal

setting and performance evaluations. Employees will typically advance within their pay range annually, subject to the discretion of the Executive Director, based on evaluation of the employee's performance and growth in responsibility and/or expertise in performing the work of the position. The Executive Director may move an employee to a higher-level classification or provide a merit-based salary increase, predicated upon performance, experience and documented needs of the organization.

All classification pay ranges shall typically be established with a 20% range between the minimum and maximum of the range. Except as provided below, steps will be established within each range to provide guidelines for use in annual budgeting. For executive-level positions (currently the Executive Director, Managers of Technical Services, Strategic Affairs, and Government Relations), there will be no steps established within the positions' ranges.

All rank-and-file and executive-level positions shall be eligible for a merit-based salary increase up to no more than 12% per year (equivalent of three steps), as movement through their salary range provided all merit-based salary increases can be covered by the approved budget for the current year. Any increase above 12% for rank-and-file positions must be recommended by the Executive Director and then be ratified by the Board of Directors for exemplary performance or in recognition of unusual circumstances. Any increase above 12% along the salary range for executive-level positions, including the Executive Director, shall be recommended by the Executive Committee and then ratified by the Board of Directors for exemplary performance or in recognition of unusual circumstances. In all cases, a staff report supporting the request for Board approval of an increase above 12% shall describe the nature of the exemplary performance or unusual circumstances.

The Executive Director shall recommend pay ranges for all employment classifications with the Authority, with the exception of the Executive Director position. All changes to the pay scales are subject to review and approval by the Board of Directors.

Any salary increases provided as movement through an employee's approved pay range shall be effective on the first day of the first pay period after the increase was approved

II. Cost of Living Adjustment (COLA)

The Executive Director will consider the United States Department of Labor's Consumer Price Index (CPI) for All Western Small Cities (population under 2.5 million) for the 12 months ending in November of each year in developing the proposed budget for the Authority¹. If the Board approves a budget that includes funding for a cost of living adjustment (COLA), the Executive Director will have the discretion to apply a COLA to all staff salaries, regardless of position within a salary range in the fiscal year for which the budget is adopted.

To avoid penalizing employees at or near the top of the salary range, and to ensure pay ranges remain comparable to the market between compensation surveys, the November CPI will be applied annually in January at an effective date as determined by the Board of Directors in conjunction with the beginning of a payroll period.

Effective July 1, 2024, the Authority will consider CPI data from the 12 months ending in March, with any approved COLA increase becoming effective the first day of the first pay period beginning in July.

III. Compensation Survey

The Executive Committee will generally direct staff to conduct a compensation survey at least every five years to ensure that the total compensation offered by the Authority (base rate of pay and benefits) is consistent with this Policy; provided, however that a compensation survey may be commissioned at any time if directed by the Executive Committee or if recommended by the Executive Director and approved by the Executive Committee. The Executive Committee may also use its discretion to waive or vary the five-year commitment.

Before initiating the survey, staff will brief the Executive Committee and solicit feedback on the scope of the compensation survey, including comparable agencies/organizations to be surveyed and data elements to be collected prior to commencing the survey. Survey organizations should be selected to provide a representative sampling of 1) local water agencies, 2) water-related associations located in the Sacramento region, 3) regional planning organizations within the Sacramento region, and 4) regional membership organizations in the region.

The Executive Director will use the results of the survey to propose modifications to base rate of pay and/or benefits necessary to achieve the intent of this policy. Proposed pay ranges should include consideration of such things as 1) the mean, median and 62.5th percentile of the

compensation data, 2) the comparability of surveyed classifications to RWA job classifications, and 3) RWA experience recruiting and retaining staff in each classification.

IV. Executive Director Compensation

The Board of Directors will establish an Executive Director pay range. The pay range shall be established with the same 20% range between the minimum and maximum of the range as is applied to other staff pay ranges under Section I. There will be no steps established within the range. The Board of Directors shall update the Executive Director pay range annually by the amount of any COLA applied to all staff salaries under Section II.

The Board of Directors shall determine Executive Director compensation within the established Executive Director pay range and such compensation will be subject to

approval of an employment contract by the Board of Directors, with a maximum change of up to 12% annually, consistent with the maximum salary movement of all executive-level positions as described in Section 1. Any annual increase above 12% for the Executive Director must be approved by the Board of Directors for exemplary performance or unusual circumstances. The Executive Committee may direct staff to conduct a survey of executive compensation to guide negotiation of the Executive Director employment contract. The conduct, timing, and scope of such a survey will be at the sole discretion of the Executive Committee.

Topic: RWA Executive Committee Meeting Schedule
Type: New Business
Item For: Provide staff direction

SUBMITTED BY:	Ashley Flores, CMC Secretary	PRESENTER:	Jim Peifer Executive Director
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EXECUTIVE SUMMARY

This is an action item for the Executive Committee to provide feedback to staff related to the current RWA Executive Committee meeting date and time. There was a request to change the date and time to a different day of the week. Staff were instructed to survey the group to identify a more suitable day and time for future meetings.

STAFF RECOMMENDED ACTION

Provide direction to staff.

BACKGROUND

The Board Clerk surveyed the Executive Committee and was not successful in identifying a new day and time to hold the Executive Committee meeting. The most popular time was the fourth Wednesday of the month starting at 10:00 a.m. There were also many responses that preferred the date and time remain the same (fourth Tuesdays starting at 1:30 p.m.), the current schedule is provided below for your reference.

RWA Executive Committee Meetings

~~January 28, 2025~~

~~February 18~~

~~March 25~~

~~April 22~~

May 27

June 24

July 22

August 26

September 23

October 28

December 16

FINDINGS/CONCLUSIONS

In conclusion there was not enough consensus to recommend a new date and time for the Executive Committee to meet. Staff identified there would be more absences if we were to move the meeting to a new date and time. Staff believes that it would be helpful to have the Committee members discuss the matter among themselves in order to resolve the preferred date and time.

Topic: RWA Program Update
Type: New Business
Item For: Information/Discussion
Purpose: Policy 200.2

SUBMITTED BY: Jim Peifer
Executive Director

PRESENTER: Jim Peifer
Executive Director

EXECUTIVE SUMMARY

This is an information/discussion item for the Executive Committee to receive a report from the Executive Director on the various programs and initiatives the RWA and SGA currently have underway.

STAFF RECOMMENDED ACTION

None. This item is for information/discussion only.

BACKGROUND

The RWA and SGA have a number of programs underway, the Executive Director will brief the Executive Committee on the status of many of those programs and initiatives. The report will include key milestones reached to date, the overall status of the programs, upcoming key milestones, and current and future anticipated resources.

These programs and initiatives include but are not limited to:

- The Sacramento Regional Water Bank
- The North American Subbasin (NASb) Groundwater Sustainability Plan (GSP) update
- The implementation of the current NASb GSP
- The Watershed Resilience Pilot Project
- The Water Forum Agreement update
- The Healthy Rivers and Landscapes Program
- The Reinitiation of Consultation for the Biological Opinions

Topic: Executive Directors' Report
Type: New Business
Item For: Information
Purpose: General

SUBMITTED BY: Jim Peifer
Executive Director

PRESENTER: Jim Peifer
Executive Director

EXECUTIVE SUMMARY

This is an information item for the Executive Director to provide a briefing on important activities, reports, communications, advocacy, and other updates.

STAFF RECOMMENDED ACTION

None. This item is for information/discussion only.

BACKGROUND

This report is intended to provide an opportunity for the Executive Director to report to the Executive Committee on important activities, reports, communications, advocacy, and other updates.

Sacramento Regional Water Bank Monthly Program Committee Meeting will meet on June 18 from 11:00 a.m. – 1:00 p.m. lunch will be provided.

Save the date for the next RWA Coffee & Conversation Tuesday, June 17, 2025, at 10:00 – 11:00 a.m. - RWA Coffee & Conversation with Meghan Hertel Coffee and Conversation with Meghan Hertel, Deputy Secretary for Biodiversity and Habitat, California Natural Resources Agency. Virtual meeting: *Please register at*

https://us02web.zoom.us/webinar/register/WN_RBYPMAXGSEilqkc7s2r_Nw#/registration

If attendees have specific topics or questions they'd like to raise, please email Christine Kohn at christine@INprOnline.com by Tuesday, June 10, 2025.

The next General Managers and Utilities Directors' Quarterly Meeting will be held on Tuesday, June 17, 2025, at 11:30 am. Thank you to Placer County Water Agency for hosting the meeting.

ATTACHMENTS

Attachment 1- RWA Coffee & Conversation Flyer

You're Invited

A Conversation with **Meghan Hertel**



Deputy Secretary for Biodiversity and Habitat,
California Natural Resources Agency

Tuesday, June 17 at 10 a.m.

Grab a cup and please join us for RWA's virtual Coffee and Conversation with **Meghan Hertel**, Deputy Secretary for Biodiversity and Habitat, California Natural Resources Agency.

Hosted by RWA's Manager of Strategic Affairs, Michelle Banonis, the discussion will explore how protecting biodiversity and restoring habitat can support both water supply reliability and fish and wildlife recovery in the face of climate change. Gain insights on collaborative approaches between NGOs and water agencies, and learn about forward-looking tools that can help safeguard species like steelhead in our region.

Please submit any specific topics or questions for discussion by Tuesday, June 10,
to Christine Kohn at christine@INprOnline.com.

Please register at the following link:

https://us02web.zoom.us/webinar/register/WN_RBYPMAXGSEilqkc7s2r_Nw

Meghan Hertel

Deputy Secretary for Biodiversity and Habitat
California Natural Resources Agency

Meghan Hertel joined the California Natural Resources Agency in February 2024 as Deputy Secretary of Biodiversity and Habitat. In this role, Meghan leads the Agency's efforts to conserve biodiversity and improve habitat across the state through the implementation of California's 30x30 strategy and associated efforts, including the Cutting Green Tape initiative and supporting the implementation of large-scale habitat projects.

Before joining the Agency, Meghan served as North American Director for Land Life, a technology-driven, nature restoration company, and spent over a decade with Audubon California, holding several positions, including Director of Land and Water Conservation, where she led statewide conservation programs focused on inland water and working lands strategies.

In her free time, you can find Meghan and her husband enjoying California's incredible outdoors—backpacking, biking, and paddleboarding—or trying to keep up with their foster dogs. Meghan holds a Master of Arts in Environmental Science and Policy from Clark University and a Bachelor of Arts in Political Science from the University of Florida.

Questions?

Contact Christine at christine@INprOnline.com or (916) 548-8988.



Agenda Item 8



Topic: Directors' Comments
Type: New Business
Item For: Information
Purpose: Routine

SUBMITTED BY: Jim Peifer
Executive Director

PRESENTER: Brett Ewart
Chair

EXECUTIVE SUMMARY

This is an information item to provide an opportunity for the RWA Executive Committee to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.

STAFF RECOMMENDED ACTION

None. This item is for information only.

BACKGROUND

This report is intended to provide an opportunity for the Board of Directors to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.