

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

February 14, 2024 @ 6:00 P.M.

Visitors / Depot Center
6730 Front St.
Rio Linda, CA 95673

The meeting was called to order at 6:00 P.M. The meeting was attended in-person by Director Cline, Director Gifford General Manager Tim Shaw, Contract District Engineer Mike Vasquez (Mr. Vasquez arrived at 6:05 P.M.)

Call to Order: 6:00 P.M.

Public Comment: *There were no public members present.*

Items for Discussion:

1.	Contract District Engineer's Update.
<i>The Contract District Engineer presented his written report and provided additional details on the cathodic protection maintenance needs for the ground mounted L Street reservoir.</i>	
<i>The Executive Committee directed staff to compile a standard-form, small-scope professional services agreement (PSA) for the L Street reservoir cathodic protection maintenance for Board consideration on February 26th. The Executive Committee recommends the Board approve the PSA.</i>	
2.	Discuss Statement of Qualifications for Provost & Pritchard.
<i>Staff presented the written report and the Executive Committee discussed the options for procuring a design for anion exchange hexavalent chromium treatment of Well 15. Included in the discussion was the Sacramento Groundwater Authority (SGA) Board February Board meeting item, where the SGA Board unanimously approved a similar item for approximately \$2 million in professional services agreements without competitive selection via a similar set of circumstances and policy provisions.</i>	
<i>The Executive Committee forwarded the item onto the February 26th Board agenda with the Committee's recommendation that the Board approve a finding that special circumstances apply thus enabling waiving the competitive selection process.</i>	
3.	Discuss Recurring Charges for Office 365 Licenses.
<i>The General Manager presented his written report and expounded on the history of individual Office 365 licenses for District personnel and Board Members. The General Manager further described the potential revisions to the District email policy, which could enable cessation for wasting public dollars on Office 365 license recurring charges for Board Member who cannot and/or will not use the Office 365 applications.</i>	
<i>Director Gifford opined that the District could have purchased low-cost Amazon Fire Tablets with the money it could have saved by deleting Office 365 licenses that went unused for many years with just one year's worth of savings.</i>	
<i>The Executive Committee forwarded this item onto the February 26th Board agenda with the Committee's recommendation that the Board direct revisions to the District email policy to enable termination of Office 365 individual licenses for severely underutilized accounts.</i>	
4.	Discuss Association of California Water Agencies (ACWA) Spring Conference in Sacramento.
<i>The General Manager presented his written report and explained this item is informational. The Sacramento venue for the May 2024 ACWA conference only happens once every few years. Accordingly, a review of policies for Board Member attendance and the sequence of events is warranted.</i>	
5.	Discuss Request for Board Consideration of Board Member Late Compensation.
<i>The General Manager presented his written report and the Executive Committee reviewed the relevant District policy.</i>	
<i>The Executive Committee forwarded the item onto the February 26th Board agenda.</i>	

6.	Discuss Alternate Dates for May 2024 Monthly Board Meeting.
<p><i>The General Manager presented his written report. Director Gifford opined that we should avoid the alternative dates occurring on Fridays. Director Gifford further inquired whether the May 20th option entailed sufficient time between Executive Committee and Board meetings to allow staff time to prepare documents. The General Manager confirmed sufficient time between meetings in May.</i></p> <p><i>The Executive Committee forwarded the item onto the February 26th Board agenda with the Committee's recommendation that the Board select May 20th as the date for the May 2024 monthly Board meeting.</i></p>	
7.	Discuss Expenditures for December 2023.
<p><i>The Executive Committee forwarded the December Expenditures report onto the February 26th Board agenda with the Committee's recommendation for Board approval.</i></p>	
8.	Discuss Financial Reports for December 2023.
<p><i>The Executive Committee forwarded the Financial report onto the February 26th Board agenda with the Committee's recommendation for Board approval.</i></p>	

Directors' and General Manager Comments:

X – Revised FPPC Form 806

Revised due to change in Executive Committee assignments.

Y – Photo of No Evidence of Reported Leak Belcamp & Quiet

January 29th staff photo shows no evidence of leak.

Items Requested for Next Month's Committee Agenda: *None*

Adjournment 6:29 P.M.