

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

April 10, 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 Gifford, Director Cline General Manager Tim Shaw, and Contract District Engineer Mike Vasquez.

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 expounded on; cathodic protection, valve vault on Q St, raising iron and the proposed commercial development on West Elkhorn.</i>	
2.	Discuss DRAFT Professional Services Agreement with Provost and Pritchard.
<i>The Contract District Engineer presenting amplification to the written report on proposed revisions to the Professional Services agreement.</i> <i>The Executive Committee forwarded the item to the April 22nd Board agenda with the Committee's recommendation for Board approval.</i>	
3.	Discuss Board Member Disciplinary Process.
<i>The Executive Committee discussed the process.</i> <i>The Executive Committee forwarded an item for a Board Member disciplinary hearing at the April 22nd meeting.</i>	
4.	Discuss the Annual Doubtful Recovery Debt Declaration.
<i>The General Manager presented his written report and the Executive Committee discussed the annual process. Director Gifford requested that the customer names be redacted from the Board packet document.</i> <i>The Executive Committee forwarded the item to the April 22nd Board agenda with the Committee's recommendation for Board approval.</i>	
5.	Discuss Options to Encourage Compliance with Board Member Mandatory Training and Submittals.
<i>The General Manager presented his written report and expounded on the absence of enforcement in the state laws that mandate the training. By contrast the Form 700 submittal requirements have an enforcement component where they fine the individual filers \$10 per day for each day the submittal is late. Some agencies have internal policies to encourage compliance with the mandatory training, e.g. Board Members become ineligible for compensation unless they are in compliance with the mandatory training requirement.</i> <i>The Executive Committee forwarded the item onto the April 22nd Board agenda.</i>	
6.	Discuss District Website Redesign Services Unsolicited Proposal.
<i>The General Manager presented his written report and explained the history of this unsolicited quote from Streamline. The Executive Committee agreed the District's website could use improvements, and ask what we are currently paying, which is less than 1/4th what Streamline wants. The Executive Committee recommends staff respond to Streamline that their monthly charge is cost prohibitive.</i>	

7. Discuss Expenditures for February.
<p><i>The Executive Committee reviewed the report. Director Gifford asked why are there two payments to CalPERS? The General Manager responded that we have two classes of employees, Classic and Public Employee Pension Reform Act (PEPRA). The latter are employees hired after January 1, 2013. The amount of employer paid contribution is much less for PEPRA employees and CalPERS requires separate payments for the two classes. Director Cline asked about the Transportation Fuel expenditure to O'Reily's Automotive. The response is that's a typo and should have read, "Transportation Maintenance".</i></p> <p><i>The Executive Committee forwarded the corrected report onto the April 22nd Board agenda with the Committee's recommendation for Board approval.</i></p>
8. Discuss Financial Reports for February.
<p><i>The Executive Committee forwarded the Financial Report onto the April 22nd Board agenda with the Committee's recommendation for Board Approval.</i></p>

Directors' and General Manager Comments:

X – Reminder About Changed Date for May 2024 Board Meeting.

Y – Water Forum Purveyor Specific Agreement

Z - Water Forum Template Purveyor Specific Agreement

The General Manager summarized the timing and significance of including these two Water Forum documents with the Committee packets and further explained that he is seeking written options from Water Forum staff.

Items Requested for Next Month's Committee Agenda: None

Adjournment: 6:40 P.M.