

**MINUTES OF THE DECEMBER 20, 2021
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The December 20, 2021 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:33 p.m. Visitor's Depot Center 6730 Front Street, Rio Linda, CA 95673. This meeting will be physically open to the public with some reasonable limitations pursuant to current state and county guidelines. All in-person attendees are required to wear masks pursuant to the Sacramento County public health order and the federal Americans with Disabilities Act. GM Tim Shaw led the pledge of allegiance.

General Manager Tim Shaw took roll call of the Board of Directors. President Jason Green, Director Robert Reisig, Director Mary Harris, Director Chris Gifford and General Manager Tim Shaw, Legal Counsel were present.

Director Ridilla was running a little late to the meeting, so the Board elected to move up the Consent Calendar up next on the agenda.

4. CONSENT CALENDAR

4.1 Minutes – November 15, 2021 Meetings

4.2 October Expenditures

4.3 October Financial Reports

No public comment.

It was moved by Director Harris and seconded by Director Reisig to approve the Consent Calendar. Directors Green, Reisig, Gifford and Harris voted yes. The motion carried with a roll call vote of 4-0-0.

Director Ridilla arrived at the meeting.

2. ELECTION OF OFFICERS AND NEW ASSIGNMENTS

2.1. The Board will elect officers, President and Vice President of the Board. Following the election of the new officers, the new President (if applicable) will assume the Chair responsibilities for the remainder of the agenda.

It was moved by Director Harris and seconded by Director Ridilla to nominate Director Robert Reisig to Board President. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with a roll call vote of 5-0-0.

It was moved by Director Reisig and seconded by Director Ridilla to nominate Director Jason Green as Board Vice President. Directors Green, Reisig, Ridilla, and Gifford voted yes. Director Harris abstained. The motion carried with a roll call vote of 4-0-1.

2.2. Confirmation of Committee Appointments and other Board Member Assignments

2.2.1. The Board will consider voting to confirm appointments and assignment and/or discuss alternative timing / accommodations for ratification of appointment & assignments.

2.2.1.1. Executive Committee

It was moved by Director Reisig and seconded by Director Ridilla to postpone any new assignments to the Executive Committee until January 2022. Directors Green, Reisig, Ridilla, Harris and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

2.2.1.2. ACWA

It was moved by Director Reisig and seconded by Director Harris for Director Ridilla to remain as the representative for ACWA. Directors Green, Reisig, Ridilla, Harris and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

2.2.1.3. ACWA JPIA

Director Reisig stated the representation will remain the same due to a different election process.

3. PUBLIC COMMENT

No Public comment.

REGULAR CALENDAR

5. ITEMS FOR DISCUSSION AND ACTION

5.1 General Manager's Report

The General Manager presented his monthly report and offered to answer any questions the Board may have.

The Board made no action on this item.

5.2 District Engineer's Report – Mike Vasquez

Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board and offered to answer questions. The report highlighted topics of General Engineering, Active Development Reviews, and CIP Dry Creek Road Pipe Replacement Project, 2020 Urban Water Management Plan.

Comments/Questions – No public Comment.

The Board made no action on this item.

5.3 Annual Inflation Adjustment of RLECWD Capacity Fees.

5.3.1. Consider approving revision #4 to Exhibit 1 and Exhibit 2 of Resolution 2018-03, performing the annual inflation adjustment to capacity fees pursuant to Ordinance 2016-01.

Ordinance 2016-01 stipulates an annual adjustment for the RLECWD capacity fees be implemented on January 1st each year. Adjustment of capacity fees for inflation of construction costs is standard practice and delineated in the Ordinance. The Board needs to review the construction cost index report provided by the Contract District Engineer at the December Board meeting, then authorize the adjustment of capacity fees for inflation via adopting revision 3 to Exhibits in Resolution 2018-03.

Failure to adjust capacity fees is a lapse in the District's obligation to the existing customers, customers already having paid the capacity fees. Capacity fees directly correlate to the cost of current and future infrastructure. Lapses in the administration of the capacity fee program threaten the viability of the program.

Revision 4 to Exhibits 1 and 2 of Resolution 2018-03 also reflects that the "Fire Protection Facilities Flat Rate Charge" has been incorporated into the bimonthly rates structure with the Board adoption of Resolution 2021-03 at the August 16, 2021 public hearing.

Comments/Questions – No public Comment.

It was moved by Director Ridilla and seconded by Director Harris adopted Revision #4 of Exhibit 1 and Exhibit 2 to Resolution No.2018-03, performing the annual inflation adjustment to capacity fees pursuant to Ordinance 2016-01. Directors Green, Reisig, Harris, Gifford and Ridilla voted yes. The motion carried with a vote of 5-0-0.

5.4. Consider accepting the Comprehensive Annual Financial Report

Although RLECWD is not statutorily required to prepare and submit a Comprehensive Annual Financial Report (CAFR), the CAFR is a report designed to transparently disclose data on the District's financial position and operations in a manner designed to enable the reader to gain an understanding of the District's financial activities. This report includes the independent auditor's report, management discussion, statistical data, regional economic data and compliance report. Several members of staff and management compiled the information being represented in this report and staff feels the report fairly represents the financial position of the District.

Comments/Questions – No public Comment.

It was moved by Director Ridilla and seconded by Director Gifford to accept the Comprehensive Annual Financial Report. Directors Green, Reisig, Harris, Gifford and Ridilla voted yes. The motion carried with a vote of 5-0-0.

5.5. Discuss the request for exemption of RLECWD Policy 4.31.217A

RLECWD Policy 4.31.217 reads:

4.31.217 Reduction Due to Accidental Loss. Notwithstanding any other provision herein, the General Manager may reduce the use charges on a water bill by fifty percent (50%) when the following circumstances exist: (A) the consumer's usage on the bill exceeds any other previous usage by a factor of two (2); (B) evidence of the accidental nature of the usage is presented (i.e. a leak, a fire, etc.); and (C) evidence that the cause of the excessive usage has been corrected. No reduction may be granted by the General Manager when a consumer has received a previous reduction within a five (5) year period

As adopted the policy does not provide any latitude for a customer who does not quite have a leak resulting in at least twice as much consumption as any prior billing cycle. Staff received an inquiry from a customer whose leak resulted in just under twice as much consumptions (200 units with a prior consumption high of 111 units). Staff recommended, and the customer complied, with requesting a Board granted exception of policy 4.31.217(A)

Director Reisig felt that since the customer corrected the leak in a timely manner that the request should be granted.

Comments/Questions – No public Comment

It was moved by Director Reisig and seconded by Director Ridilla to grant the customer's request for a leak credit based on an exception to the policy 4.31.217A . Directors Green, Reisig, Harris, Gifford and Ridilla voted yes. The motion carried with a vote of 5-0-0.

5.6. Consider Authorizing the Formal Letter to Twin Rivers Unified School District Regarding Water Wasting.

The installation of Innov8 / WaterScope technology on schools and parks water services in July 2021 and the associated automated notifications for leaks accurately identified water wasting at Rio Linda Elementary (an inactive school site sub-leased to Sacramento County Library and the RLE Recreation and Parks District. RLECWD reached out to Twin Rivers Unified School District (TRUSD), who over the past several months have provided three different, successive contact persons. Each of the past two individuals have repeatedly indicated (falsely) that the leak has been repaired. Staff has sent over two dozen emails to TRUSD from August through December.

In accordance with RLECWD Ordinance 2015-01 and subsequent drought emergency proclamations by the Governor, the District is compelled to send a formal water wasting letter to TRUSD. The formal letter will advise the water waster of enforcement actions which will ensue if the water wasting is not promptly ceased, e.g. TRUSD has seven (7) days to repair the leak or the water service will be terminated until the leak is repaired.

The continuous leak at Rio Linda Elementary, 627 L Street is approximately 2 gallons per minute every minute of every day. The water wasted costs TRUSD taxpayers approximately \$235 each month. The total cost for water wasting since the WaterScope first identified the leak (July 2021) is approximately \$1,200 and counting.

Comments/Questions – No public Comment

It was moved by Director Harris and seconded by Director Ridilla to authorize the GM submittal of the water wasting letter included as a document associated with this item. Directors Green, Reisig, Harris, Gifford and Ridilla voted yes. The motion carried with a vote of 5-0-0.

5.7. Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065

No action on this item.

6. INFORMATION ITEMS

6.1. DISTRICT ACTIVITY REPORT

- 6.1.1. Water Operations – Written Report provided.
- 6.1.2. Leak Repair Status Report – Written Report Provided.
- 6.1.3. Completed and Pending Items Report- Report provided.
- 6.1.4. GM Minor Budget Revision No. 1 for FY 2021/2022
- 6.1.5. Conservation Report – Report provided.

6.2. BOARD REPORTS

- 6.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 6.2.2. Sacramento Groundwater Authority – Harris, Reisig. – Agenda provided.
- 6.2.3. Executive Committee – Green, Reisig - Minutes provided.
- 6.2.4. ACWA/JPIA – Ridilla –No meeting.
- 6.2.5. LAFCo Special District Advisory Committee – Reisig –Verbal Report
- 6.2.6. MOU Renewal Negotiating Ad Hoc – John Ridilla, Robert Reisig - GM Shaw reported there have been several meetings and it is on going.

7. DIRECTORS' AND GENERAL MANAGER COMMENTS –

8. ADJOURNMENT President Reisig adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Signature on File
Timothy R. Shaw, Secretary

Signature on File
Robert Reisig, President of the Board