

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

Minutes: The meeting was called to order at 6:02 P.M. The meeting was attended by Director Reisig (via Zoom), Director Green (via Zoom), General Manager Tim Shaw (via Zoom) and Contract District Engineer Mike Vasquez (via Zoom).

Call to Order 6:02 P.M.

Public Comment: None (no public members attended)

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Items for Discussion:

1.	Update from Contract District Engineer.
	<i>The Contract District Engineer presented his monthly report and provided additional detail on the Well 16 Pumping Station.</i>
	<i>The Executive Committee members provided feedback to recommend the Contract District Engineer revise the format of his written report to only include public works / development projects with some sort of status change during the reporting period.</i>
2.	Discuss the revised Request for Proposals (RFP) for annual pipe replacement projects.
	<i>The Contract District Engineer reviewed the changes to the RFP to merge the fiscal year 20/21 and 21/22 projects.</i>
	<i>The Executive Committee discussed the justifications for prioritizing the first pipe replacement project, e.g. age of pipes being replaced and material of pipes being replaced. The Executive Committee directed staff to include such clarification in the staff report for the April 19th Board meeting item.</i>
	<i>The Executive Committee forwarded the item onto the April 19th Board agenda with the Committee's recommendation for Board approval.</i>
3.	Discuss the draft Proposition 218 Notice for proposed rates adjustment.
	<i>The General Manager presented the written report, draft Prop 218 notice, and associated documents.</i>
	<i>The Executive Committee forwarded this item onto the April 19th Board agenda with the Committee's recommendation for Board approval.</i>
a.	Discuss the relationship between the Water Forum Agreement, conservation commitment/matrices, and the rates designed to promote water use efficiency.
	<i>The General Manager presented his written report for this item and expounded on the correlation between the Water Forum Agreement, Conservation Section and the need to restructure the Districts rates program. The mandates of SB-606, AB 1668 and SB 555 have been well covered at District public meetings. The Water Forum Agreement Conservation Section predates the more recent laws, and further compels the District to revise its current rate structure, which is essentially indifferent to water use efficiency/conservation.</i>
4.	Discuss timing for resumption of in-person public meetings.
	<i>The Executive Committee discussed the correlation between public gathering guidance and the appropriateness of resuming in-person option for District public meetings.</i>
	<i>The Executive Committee directed staff to place an item on an upcoming Board agenda only after the public gatherings guidelines for our area allow for indoor public meetings.</i>
5.	Discuss options for engaging an independent auditor.
	<i>The General Manager explained (echoed the written report) the miscommunication discovered after the</i>

March Committee meeting. The Executive Committee direction in March (to prepare an Request for Proposals (RFP) for audit service presumed the current audit firm did not offer an alternative auditor at the same firm see below highlighted section of CA Government Code 12410.6

12410.6. (a) An audit for any local agency, including those submitted to the Controller pursuant to subdivision (a) of Section 12410.5, shall be made by a certified public accountant or public accountant, licensed by, and in good standing with, the California Board of Accountancy.
(b) Commencing with the 2013-14 fiscal year, a local agency shall not employ a public accounting firm to provide audit services to a local agency if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for that local agency for six consecutive fiscal years. For purposes of calculating the six consecutive fiscal years, the local agency shall not take into account any time that a public accounting firm was employed by that local agency prior to the 2013-14 fiscal year. The Controller may waive this requirement if he or she finds that another eligible public accounting firm is not available to perform the audit.
(Added by Stats. 2012, Ch. 231, Sec. 2. (AB 1348) Effective January 1, 2013.)

The Executive Committee further discussed the pros and cons of continuing with the same firm but using a different lead auditor at that firm. The General Manager explained that even though there are two properly licensed auditors at the same firm, the auditor that would take over is more of a stickler for engagement documentation. Accordingly, the Board will need to authorize engagement despite continuing to engage the same audit firm. All things considered, staff recommends the option of same firm, different auditor.

The Executive Committee forwarded an item to authorize engagement of the alternate auditor from the same firm onto the April 19th Board agenda. The Committee recommends Board approval.

6. Preliminary discussion of Urban Water Management Plan “2020”.

The General Manager summarized his written report to further explain why exploring the option of intentionally declining to update the District’s Urban Water Management Plan (UWMP) is worthwhile.

The Executive Committee directed staff to perform preliminary exploration of options. The Contract District Engineer’s firm has a division that prepares UWMPs for several clients. As such, the District Engineer will consult with his colleagues at EKI. Staff will report findings at the May Executive Committee meeting.

7. Review the recently released Urban Residential Landscape Area Measurement (LAM) project for RLECWD (next stage for determining outdoor water use efficiency).

The Department of Water Resources (DWR) email the Districts Landscape Area Measurement Report. The document is passed due, as the regulations required DWR to complete the reports to all urban water purveyors by January 2021. The District’s report was sent March 29th.

The District is tasked with reviewing the report and reporting any inaccuracies to DWR. It may seem to be a simple task. However, the report content is highly technical. The linked images on a DWR SharePoint site (due to file size limitations for email) requires special software licenses to open.

The Executive Committee directed staff to explore the feasibility of using EKI to assist in review the Landscape Area Measurement report.

8. Review and discuss the expenditures of the District for the month of January 2021.

Director Reisig requested additional details on the expenditure to Rio Linda Messenger. The charge is for website hosting services (webmaster) and is processed once each year. The owner of Rio Linda Messenger also does business as a webmaster.

The Executive Committee forwarded the expenditures report onto the April 19th Board agenda with the Committee’s recommendation for Board approval.

9. Review and discuss the financial reports for the month of January 2021.

The Executive Committee forwarded the financial reports onto the April 19th Board agenda with the Committee’s recommendation for Board approval.

Directors’ and General Manager Comments: *Committee members had general comments regarding options for resuming in-person meetings.*

Items Requested for Next Month’s Committee Agenda

Adjournment: 8:07 P.M.