

**RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT
PUBLIC HEARING AND REGULAR MEETING OF THE
BOARD OF DIRECTORS**

August 28, 2023 (6:30 p.m.)

Visitor's / Depot Center
6730 Front Street
Rio Linda, CA 95673

Our Mission is to provide a safe and reliable water supply in a cost-effective manner.

AGENDA

The Board may discuss and take action on any item listed on this agenda, including items listed as information items. The Board may also listen to the other items that do not appear on this agenda, but the Board will not discuss or take action on those items, except for items determined by the Board pursuant to state law to be of an emergency or urgent nature requiring immediate action. The Board may address any item(s) in any order as approved by the Board.

The public will be given the opportunity to directly address the Board on each listed item during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or any majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection at the District office at 730 L Street, Rio Linda, CA 95673. 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 District office at (916) 991-1000. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

1. CALL TO ORDER, ROLL CALL, & PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT

2.1. Members of the public are invited to speak to the Board regarding items within the subject matter jurisdiction of the District that are not on the agenda or items on the consent agenda. Each speaker may address the Board once under Public Comment for a limit of 2 minutes. (Policy Manual § 2.01.160).

3. PUBLIC HEARING to adopt the Fiscal Year 2023-24 Operating and Capital Improvements Budgets

3.1. Open Public Hearing

3.2. FY 2023-24 Operating and Capital Improvement Budgets

3.3. Public Comment

3.4. Close Public Hearing

3.5. Consider Adoption of Resolution No. 2023-07 to approve the Fiscal Year 2023-24 Operating and Capital Improvement Budgets

4. CONSENT CALENDAR (Action items: Approve Consent Calendar Items)

4.1. Minutes

July 24, 2023

The Board is being asked to approve the Minutes from the July 24, 2023 Regular Board Meeting.

4.2. Expenditures

The Executive Committee recommends the Board approve the June 2023 Expenditures.

4.3. Financial Reports

The Executive Committee recommends the Board approve the June 2023 Financial Report.

5. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

5.1. GM Report.

5.1.1. *The General Manager will provide his monthly report to the Board of Directors*

5.2. District Engineer's Report.

5.2.1. *The Contract District Engineer will provide his monthly report to the Board of Directors.*

5.3. Consider Authorizing mailing of the bimonthly Waterways newsletter with bimonthly bills.

5.4. Consider Adopting Revision to District Policy 2.01.150.

5.5. Consider Authorizing Board Member Compensation for Participating in Sacramento Groundwater Authority 25th Anniversary Social Meeting.

5.5.1. **Consider Authorizing District Payment of \$30 Charge for Attendees at SGA 25th Anniversary.**

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

6. INFORMATION ITEMS

6.1. District Activities Reports

6.1.1. Water Operations Report

6.1.2. Completed and Pending Items Report

6.1.3. Conservation Report

6.1.4. Leak Repair Report

6.2. Board Member Reports

6.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065

6.2.2. Sacramento Groundwater Authority – Harris (primary)

6.2.3. Executive Committee – Gifford, Cline

6.2.4. ACWA/JPIA – Cline

7. Public Comment Prior to Closed Session

8. CLOSED SESSION - The Board of Directors will meet in closed session to discuss the following item:

8.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager: The Board will conduct an annual performance evaluation of the General Manager pursuant to subdivision (b) of California Government Code Section 54957.

9. RECONVENE IN OPEN SESSION

9.1. Announce any reportable actions authorized in closed session.

10. DIRECTORS' AND GENERAL MANAGER COMMENTS

11. ADJOURNMENT –

Upcoming meetings:

Executive Committee

September 13, 2022, Monday, 6:00 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA

Board Meeting

September 25, 2022, Monday, 6:30 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA



**Public Hearing
Agenda Item: 3**

Date: August 28, 2023

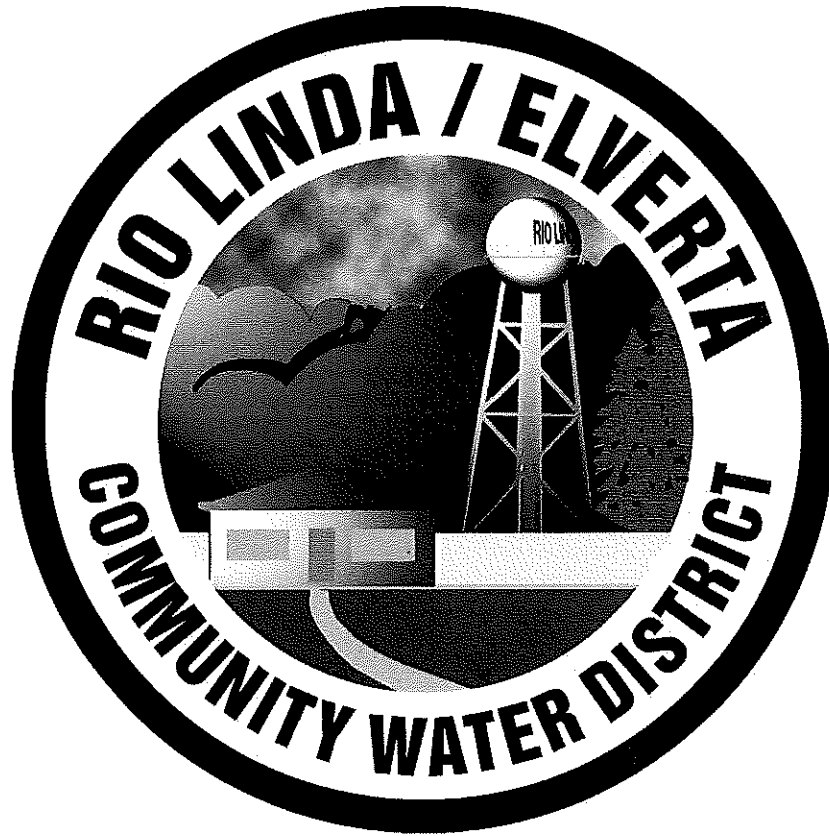
Subject: Public Hearing

Staff Contact: Timothy R. Shaw

3. PUBLIC HEARING TO ADOPT THE FISCAL YEAR 2023-24 OPERATING AND CAPITAL IMPROVEMENT BUDGETS

- 3.1 Open Public Hearing
- 3.2 FY 2023-24 Operating and Capital Improvement Budgets
- 3.3 Public Comment
- 3.4 Close Public Hearing

3.5 Consider Adoption of Resolution No. 2023-07 To Approve the Fiscal Year 2023-24 Operating and Capital Improvement Budgets



2023-24 Operating and Capital Budget

Fiscal Year July 1, 2023 – June 30, 2024

Budget prepared by Timothy Shaw, General Manager, District Staff, and District Engineer

8/28/2023 · Original Adoption

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EXECUTIVE SUMMARY

August 28, 2023

Board of Directors

Rio Linda Elverta Community Water District

I hereby submit the Rio Linda/Elverta Community Water District's Fiscal Year 2023-2024 Operating and Capital Budget. The budget document provides detailed information about the District's revenue and expenditure forecast for the next fiscal year and addresses the main points and major decisions made in compiling the budget.

The District's overall operation is achieved, in part, by regularly reviewing its goals, compliance mandates and means to accomplish such goals and mandates. These relationships are considered during the budget development process to provide the basis for prioritizing efforts, activities, needs, human resources, and financial resources.

Monitoring the budget and responding to both anticipated and unanticipated events is a continuous process. The District maintains a proactive response in regularly performing budget reviews if adjustments are required. The District amended its budget adoption policy in 2019 to:

- Associate the public hearing / public notice requirement with the final budget adoption (in August) instead of the preliminary budget adoption (in May or June).
- Allow for minor budget revisions by the General Manager where the overall spending is not increased. Examples include moving funding from a relatively over-funded (where actual costs have been lower than projected costs) line item to an under-funded line item.

The most impactful, recent aspects affecting the District's financial condition have been record inflation and mandated water conservation. The District's current rate structure assumes no more than 3% annual inflation. Over the past two years, inflation has been as high as 9% annually. Compounding this is the state mandated conservation, whereby the Governor's executive order mandated implementation of the District's Water Shortfall Contingency Plan targeting 20% conservation. The Board of Directors declined to implement emergency drought rates, which compounded the impacts of record inflation.

The State Waterboard published its Notice of Proposed Rulemaking for hexavalent chromium (Cr+6) Maximum Contaminant Level (MCL) on June 16, 2023. This and other mandates continue to influence our operating and capital budgets. The District's current rate structure, adopted August 2021, partially provides funding for operating costs to comply with the now published re-adoption of the Hexavalent Chromium Maximum Contaminant Level or MCL whereas the 2016 rate structure did not provide any additional funding for operating costs associated with treating drinking water to remove Hexavalent Chromium. Additionally, the rates analysis for the 2016 rates presumed the District would receive Cr+6 mitigation funding through grants and low interest loans, which assumed that the District would qualify as a Disadvantaged Community (DAC). The District is **not currently** eligible by the definitions and requisites established by the California legislature for DAC funding because the median household income for the service area is above the income defined to be disadvantaged. Consequently, the District

narrowed its Cr+6 mitigation efforts to two projects, Well #16 Pumping Station, recently completed, and a future wellhead treatment project using ion exchange treatment of existing groundwater facilities.

The District secured a municipal financing loan from Pacific Premier Bank (previously OPUS Bank) using Surcharge #2 as debt service. The construction of the Well #16 Pumping Station was completed in the summer of 2021. Construction of the Well #16 facility, which produces drinking water with hexavalent chromium substantially below the published Hexavalent Chromium MCL. To supplement the current rate structure for Cr+6 mitigation infrastructure, staff continues to stay abreast of additional funding opportunities that may materialize by legislative or other action.

Some of the anticipated increased operational costs for complying with the Hexavalent Chromium MCL have already materialized. The Well 16 Groundwater Pumping Station completion, which is a Cr+6 mitigation project, was added to the list of District facilities (assets). Consequently, the District's property and loss annual insurance premium increased more than 65%.

In April 2020, the District adopted the Capital Improvements Projects List. Such action by the District enables a capital budget adoption based on actual projected capital improvement needs instead of the former basis, which was essentially an arbitrary basis formerly associated with an enforcement provision (compliance order). The improved basis for capital budget presents focus, clarity, and transparency. Since the ultimate source of funding for the capital budget is the operating budget, the two are inextricably linked; benefits to one transcend to the other. Lastly, the cumulative capital budget funding from prior years has been applied to the current capital budget. This provides a realistic gauge of the timing (e.g., when each project will achieve full funding) and the annual contribution needed to bring each capital improvement project to fruition. Looking ahead, the District needs to extend this project specific capital budgeting process to include replacing essential, assets, e.g., network servers, vehicles, and mandated planning document (UWMP and Master Plan) updates/renewals.

The District amended its finance policies to reflect statutory requirements and staffing realities. The previous finance policies were adopted after significant findings in annual independent audits performed in 2011 and 2012. The previously adopted finance policies assumed the District staff and/or consultants included the services of a properly credentialed finance officer. The new policies simplify the District's investment options, which are now the right tool for the job. The previous funding for retiree medical was transitioned to the California Employers Retiree Benefit Trust (CERBT), which is generating higher dividends than the prior investment tool. The District's capacity fees were transferred to our Local Agency Investment Fund (LAIF). Capacity fees are by statute "restricted" and should not have been co-mingled with District capital improvement funds, enabling the required statutory reporting of capacity fee account status. Only the Board, at properly noticed public meetings, can make changes to the District's investments.

Several laws adopted between 2015 and 2018 have current and future increases in operating costs to the District. New laws have direct financial burdens and others have burdens via increased demands for staff time by requiring additional reporting and more complex compliance elements. Among these new laws are SB-998, SB-555, SB-606 and AB-1668. For example, the District is mandated to prepare and submit its Water Use Efficiency Objectives and a plan for complying with the same by the end of the

current calendar year. In another example, the District has partially mitigated the costs and personnel burdens from SB-998, the new requirements for discontinuation of residential water service for non-payment. The District hopes to similarly offset the cost burdens associated with new mandates by collaborating with neighboring water agencies to share the costs for compliance. The concepts and scope of collaboration have been detailed in a report published via an organization, the Sacramento Regional Water Utilities. The District formally participated in this regional collaboration study.

The rate structure adopted by the Board in August 2021 is designed for compatibility with new mandates, limits, and requirements including the mandates for water loss (SB-555), water efficiency (SB-606, AB-1668), and mandatory conservation (SB X 7,7). The adopted rate structure on August 2021 shifts revenue basis from fixed charges to volumetric charges, which is designed to encourage indoor and outdoor water use efficiency. As such, the District's revenues will be less linear due to seasonal variations in water consumption. Historically, the District's water users have used over three times as much water in warmer months than they use in cooler winter months. More recently, in June of 2023 ratepayers used less water than any June since 2015, which was the last time RLECWD had tiered rates (so-called conservation rates).

The District is required to contribute approximately \$31,000 in annual administrative membership dues this fiscal year to the Sacramento Ground Water Authority (SGA) to remain in good standing. The SGA is a Joint Powers Authority (JPA) created to manage and maintain the long-term sustainable yield of the American River North Basin and facilitate the implementation of an appropriate conjunctive use program by water purveyors. SGA has been granted extensive powers and functions to accomplish its sustainable groundwater management mission.

Along with SGA, other water association memberships for the District include Association of California Water Agencies (ACWA) and California Rural Water Association (CRWA). We can expect an increase in annual membership dues from these associations. We can also expect increases in property and workers compensation insurance due to the impact of cybercrimes, COVID-19, and wildfires on the insurance industry.

The District also took actions in the spring of 2021 to decrease its pension unfunded accrued liability via an internal loan, which provides savings in the form of much more favorable funding terms compared to CalPERS. Although this finance strategy significantly lowered the annual CalPERS pension obligation, it will not prevent increased charges associated with CalPERS investments underperforming the presumed investment return (7%). In July 2022, CalPERS announced that its investment return is negative 6% or 13% below the assumed rate of return. This under-performance impacts all public agencies in the CalPERS system and will result in future increases in the annual payments to CalPERS.

In summary, the budget reflects the Board of Directors' priorities and goals conveyed to staff and through the Board's adoption of the Strategic Plan. The budgeting process continues to improve, and the staff has embraced cost avoidance strategies to improve the District's fiscal status wherever feasible. These include taking advantage of joint powers purchasing agreements available only to government agencies, purchasing fuel less excise taxes, purchasing equipment to reduce long-term costs, and outsourcing where the total cost supports such. We have implemented contract

improvements to exercise greater control and focus on our engineering needs. The District has embraced an approach to assure elements are not overlooked, and future obligations have a greater amount of lead time for planning and funding.

The District engaged a new independent auditing firm whereas fiscal year 2022/2023 will be the second audit performed for the District by this services provider. The previous auditing firm is no longer able to perform auditing services for the District due to the unexpected passing of the firm's principal accountant.

The momentum of improvements in the budget and financial policies is continuing at the District. Sustaining such improvements would not be possible without the cohesiveness of the District Board, District staff, and consultants working toward common goals.

Sincerely,

Timothy R. Shaw, General Manager

UNDERSTANDING THE BUDGET DOCUMENT

On an annual basis, the District's Board of Directors adopts a budget for the subsequent fiscal year. The budget is an instrument used by management to present the proposed plan of financial operations of the District to the Board of Directors. The budget incorporates Operating, Capital, and includes all supporting statements, details, summaries, and other information deemed appropriate by the General Manager.

The budget is divided into several sections as follows:

INTRODUCTION This section contains a description of the District and its organizational structure and budget process.

OPERATING BUDGET This section describes the philosophy and process used to develop the operating budget.

CAPITAL BUDGET This section describes the philosophy and process used to develop the capital budget.

GLOSSARY This section contains a description of the District and its organizational structure and budget process.

Budgetary Control and Process

Budgetary Control

The District prepares budgets as a matter of policy and financial control. The budget is a financial plan detailing operating expenses, capital infrastructure investments, debt obligations, and designation of reserves. The following items are reviewed as part of preparing the budget:

- Assess current conditions and needs, including system quality and safety.
- Develop goals, objectives, policies, and plans based upon the assessment.
- Prioritize projects and develop work programs, based upon short-term and long-term cost effectiveness.
- Implement plans, policies, and assess shortcomings.

Budget Process

The District follows an incremental budgetary process (see glossary), which is prepared on a cash basis and is used as a management tool for projecting and measuring revenues and expenses. To commence the process, the Finance committee provides an extensive review of the proposed budget. After review, the District invites customers to a public hearing so that the District can provide budget information and receive feedback. Public hearings are designed to educate and inform customers about the District's financial operations and requirements. It is during this forum that the budget is adopted by the Board of Directors.

To summarize, the District's guideline for its policy, procedures, and timeline involved in creating and approving the annual budget is outlined below.

PRESENTATION AND REVIEW

In June of each year, the General Manager shall present the draft budget documents to the Board of Directors, including the "Preliminary Budget, for the following fiscal year. The Board may adopt the Preliminary Budget and schedule a Public Hearing for consideration of the Final Budget (typically August regular Board of Directors meeting).

PUBLIC HEARING

On or before the regular Board meeting in August, the Board of Directors shall hold a public hearing to adopt the Final Budget. Copies of the Budget document shall be available to the public.

ADOPTION

During or before the regular Board meeting in August, the Board of Directors shall make any changes it deems desirable to the Preliminary Budget and shall adopt by resolution the Budget as finally determined. The resolution shall include all adopted revenue and expenditure figures.

REVISIONS

Occasionally, it is necessary and appropriate for the Board of Directors to revise the budget. Examples of necessary budget revisions include but are not limited to unforeseen regulatory requirements and expenses, operational costs beyond those originally budgeted, and catastrophic equipment/facilities failures. As required, the General Manager will present budget revisions to the Board and the Board will consider these revisions at regular meetings of the Board of Directors.

MINOR ALLOCATIONS AND REVISIONS BETWEEN LINE ITEMS

When the budget revisions are minor in scope and/or consist merely of reallocating a surplus from one line item to cover reasonably anticipated shortfalls in another line item, the General Manager is authorized to make such minor budget revisions and report the revision, including submitting the revised budget to the Board review at the subsequent Board of Directors meeting. General Manager authorized minor budget revisions are limited in that the total budgeted expenses must remain unchanged.

DISTRICT PROFILE

District History and Service Description

The Rio Linda/Elverta Community Water District (RLECWD) was formed in 1948 after a public vote under County Water District Law (Water Code section 30000 et seq.). The District is governed by a Board of Directors that consists of five (5) members elected at large. The District includes the communities of Rio Linda and Elverta and encompasses approximately 17.8 square miles. The District has 10 full-time employees, a contracted engineer, and an attorney.

The District water system consists of 12 wells and 61.72 miles of distribution mains. The overall system capacity is currently 14.4 MGD. The District pumps approximately 2,600 acre-feet of water annually to its 4,670 customers with a daily average of approximately 2.6 million gallons.

To improve the water system and ensure the delivery of high-quality drinking water to customers, the District constructed Well # 15 in 2012 and a 1.2-million-gallon reservoir tank in 2014. To deemphasize the District's reliance on wells with elevated hexavalent chromium concentrations, the District constructed the Well 16 pumping station in 2021.

District Mission Statement

The mission of the Rio Linda/Elverta Community Water District is to provide, in a manner responsive to District customers, a water supply that is adequate, safe, and potable (according to state and federal standards) and that meets both current and future needs.

District Officials

Board of Directors

Anthony Cline, Director

Jason A. Green Director

Chris Gifford, Director

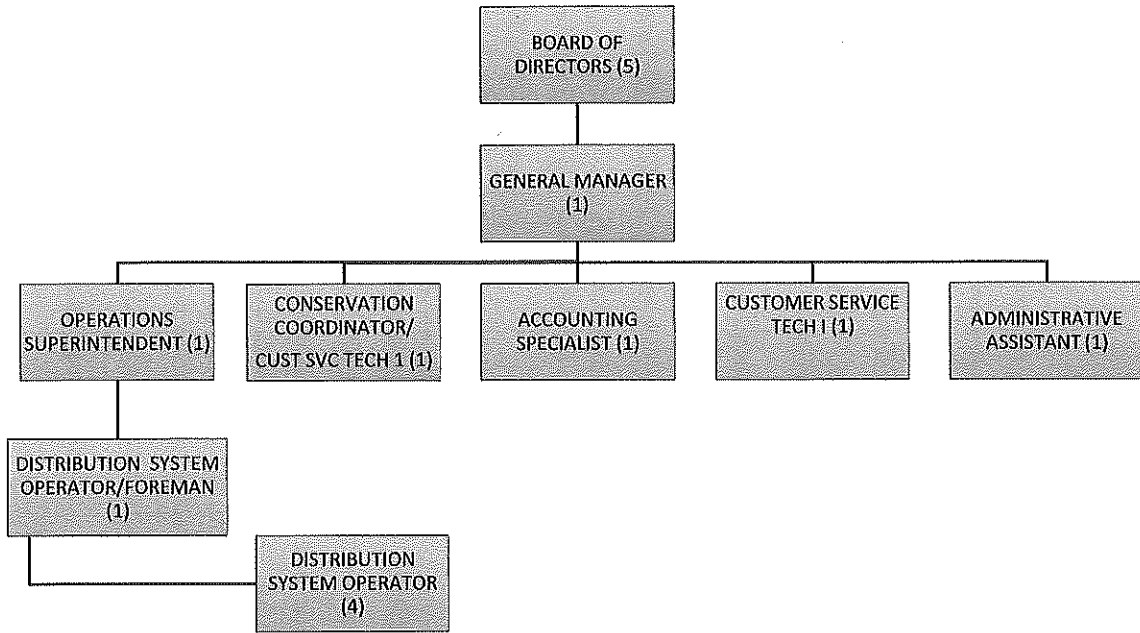
Mary Harris, Director

Vicky Young, Director

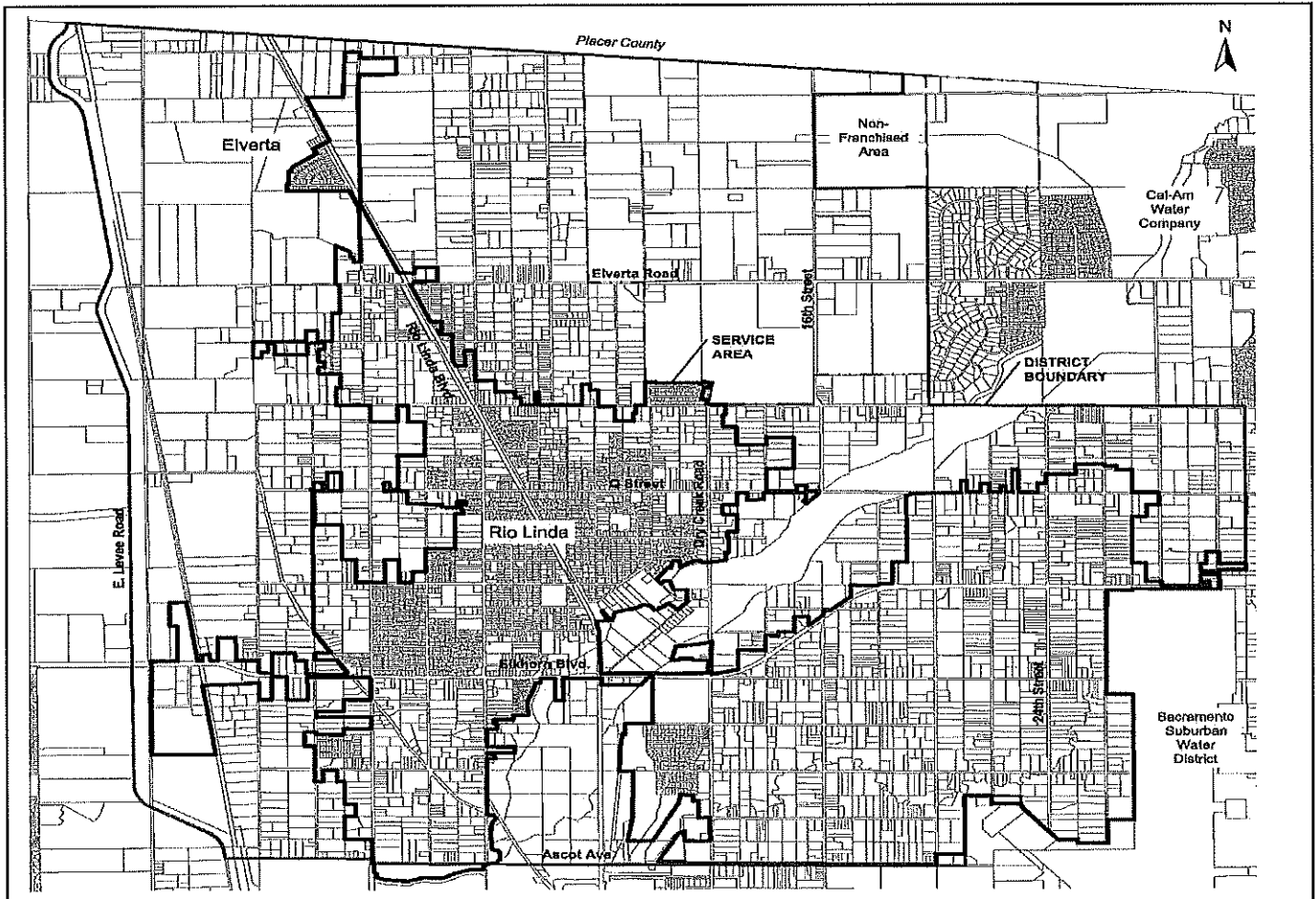
Appointed Official

Timothy Shaw, Secretary/General Manager

Organizational Structure



Service Area



OPERATING BUDGET

The Incremental Budgeting Method is used to prepare the Operating Budget. See Glossary for definitions. The District uses the same structure and format for the chart of accounts as the Annual Financial Audit Report to establish symmetry. The Operating Budget is described below outlining the categories, and columns.

The budget is divided into the following categories:

REVENUE – Includes both operating and non-operating revenue.

OPERATING EXPENSE – Includes all expenses considered operating and includes the following categories: Professional Fees, Personnel Services, Administration, Conservation, and Field Operations.

- **PROFESSIONAL FEES** – A category of expenditures are fees charged by service providers in occupations requiring special training in the arts or sciences including legal services, auditors, engineers, and other specialized consultants.
- **PERSONNEL SERVICES** – A category of expenditures, which primarily covers salaries and wages, benefits, and other costs related to District personnel.
- **ADMINISTRATION** – A category of expenditures directly related to the cost of providing services including building maintenance, computer systems, office, insurance, and water memberships.
- **CONSERVATION** – A category of expenditures directly relating to providing services related to water conservation including community outreach and rebate programs.
- **FIELD OPERATIONS** – A category of expenditures directly relating to providing services related to field operations including pumping, transmission and distribution, and transportation.

NON-OPERATING EXPENSES – Includes all expenses considered non-operating such as Debt Service expenses. The total Net Revenue follows.

OPERATING AND SURCHARGE FUND BALANCES – Reflects total estimated beginning and ending fund balances.

The budget is divided into the following columns:

COLUMN 1 - ACTUAL YTD – Actual revenue and expenses beginning July 1st and ending June 30th. An incremental budget is prepared using a previous period's budget or actual performance as a basis with incremental amounts added for the new budget period.

COLUMN 2 - 2022-2023 BUDGET – The prior fiscal year budget.

COLUMN 3 - 2023-2024 BUDGET – The new fiscal year budget.

COLUMN 4 - DIFFERENCE – The calculated total taking Column 3 less Column 2.

COLUMN 5 - EXPLANATION – An explanation or description of the differences between the two fiscal year budgets Column 2 and Column 3.

Operating and Non-Operating Revenue

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
OPERATING REVENUE						
40100 Water Service Rates						
40101	Basic Service Charge	1,172,604.00	1,110,746.00	1,160,731.00	49,985.00	Per Water Rate Study
40102	Usage Charge	1,702,770.00	1,753,654.00	1,832,569.00	78,915.00	Per Water Rate Study
40105	Backflow Charge	29,770.00	29,600.00	30,500.00	900.00	Per Water Rate Study
40106	Fire Prevention	26,296.00	23,300.00	24,300.00	1,000.00	Per Water Rate Study
Total Water Service Rates		2,931,440.00	2,917,300.00	3,048,100.00	130,800.00	
40200 Water Services						
40201	Application Fee	5,850.00	6,500.00	6,500.00	0.00	
40202	Delinquency	65,600.00	90,000.00	65,000.00	-25,000.00	Decreased to adjust for adopted Resolution 2022-08 on 11-2022
40209	Misc. Charges	7,846.00	7,000.00	7,000.00	0.00	
Total Water Services		79,296.00	103,500.00	78,500.00	-25,000.00	
40300 Other Water Service Fees						
40301	New Construction QC	3,000.00	4,000.00	4,000.00	0.00	
40302	Service Connection Fees	17,756.00	10,000.00	10,000.00	0.00	
40304	Other Operating Revenue	6,311.00	6,000.00	6,000.00	0.00	
40305	Grant Revenue-Operating	0.00	0.00	0.00	0.00	
Total Other Water Service Fees		27,067.00	20,000.00	20,000.00	0.00	
TOTAL OPERATING REVENUE		\$3,037,803.00	\$3,040,800.00	\$3,146,600.00	\$105,800.00	



		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
NON-OPERATING REVENUE						
41110	Interest Revenue	40.00	35.00	35.00	0.00	
41120	Property Taxes & Assessments	118,217.00	109,100.00	118,000.00	8,900.00	Increased to adjust for prior FY revenues
TOTAL NON-OPERATING REVENUE		\$118,257.00	\$109,135.00	\$118,035.00	\$8,900.00	
TOTAL OPERATING & NON-OPERATING REVENUE		\$3,156,060.00	\$3,149,935.00	\$3,264,635.00	\$114,700.00	

Operating Expense

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
60010 PROFESSIONAL FEES						
60011	General Counsel-Legal	26,885.00	26,885.00	30,000.00	3,115.00	Increased to adjust per prior FY
60012	Auditor Fees	23,700.00	23,700.00	21,300.00	-2,400.00	Decreased to adjust for projected costs
60013	Engineering Services	60,000.00	67,915.00	115,000.00	47,085.00	Increased to include Water Use Efficiency Objectives and Water Loss Standards
60015	Other Professional Fees	0.00	0.00	0.00	0.00	
TOTAL PROFESSIONAL FEES		110,585.00	118,500.00	166,300.00	47,800.00	
60100 PERSONNEL SERVICES						
60110 Salaries & Wages						
60111	Salary - General Manager	124,284.00	124,285.00	125,278.00	993.00	Increased to adjust for projected costs per contract
60112	Staff Regular Wages	622,757.00	656,708.00	676,585.00	19,877.00	Increased to adjust per MOU 11-12-21; COLA 3.0%; New Treatment Operators
60113	Contract Extra Help	0.00	0.00	0.00	0.00	
60114	Staff Standby Pay	18,200.00	18,250.00	18,250.00	0.00	
60115	Staff Overtime Pay	10,073.00	11,000.00	11,000.00	0.00	
Total Salaries & Wages		775,314.00	810,243.00	831,113.00	20,870.00	
60150 Employee Benefits & Expense						
60151	PERS Retirement	123,604.00	127,292.00	126,177.00	-1,115.00	Decreased to adjust for projected costs
60152	Workers Compensation	15,838.00	15,839.00	10,864.00	-4,975.00	Decreased to adjust to change carrier to ACWA
60153	Medical & Benefit Insurance	177,568.00	216,750.00	227,568.00	10,818.00	Increased per MOU Settlement Agreement 3-2023
60154	Retirees Insurance	35,524.00	36,200.00	36,200.00	0.00	
60155	Staff Training	0.00	5,000.00	5,000.00	0.00	
60157	Uniforms	5,110.00	6,750.00	6,750.00	0.00	
60158	Payroll Taxes	61,385.00	63,854.00	66,230.00	2,376.00	Increased to adjust for projected costs

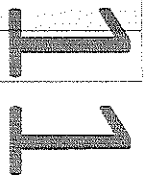


		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
60159	Payroll Services	1,260.00	1,400.00	1,400.00	0.00	
60160	457 Employer Contribution	17,702.00	18,055.00	19,100.00	1,045.00	Increased to adjust for MOU 11-12-21 & GM Contract
	Total Employee Benefits & Expense	437,991.00	491,140.00	499,289.00	8,149.00	
	TOTAL PERSONNEL SERVICES	\$1,213,305.00	\$1,301,383.00	\$1,330,402.00	\$29,019.00	

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
60200 ADMINISTRATION						
60205	Bank and Merchant Fees	1,382.00	1,850.00	1,850.00	0.00	
60207	Board Meeting Expense	10,075.00	13,700.00	13,900.00	200.00	Increased to adjust for projected costs
60210 Building Expenses						
60211	Office Utilities	7,260.00	7,261.00	7,261.00	0.00	
60212	Janitorial	2,340.00	2,340.00	2,340.00	0.00	
60213	Maintenance	2,154.00	3,089.00	2,500.00	-589.00	Decreased to adjust for projected costs
60214	Security	252.00	775.00	336.00	-439.00	Decreased to adjust for projected costs
	Total Building Expenses	12,006.00	13,465.00	12,437.00	-1,028.00	
60220 Computer & Equipment Maint.						
60221	Computer Systems	31,348.00	31,350.00	32,000.00	650.00	Increased to adjust for projected costs
60222	Office Equipment	668.00	875.00	875.00	0.00	
	Total Computer & Equipment Maint.	32,016.00	32,225.00	32,875.00	650.00	
60230	Office Expense	4,520.00	4,725.00	4,725.00	0.00	
60240	Postage and Delivery	20,492.00	20,500.00	21,000.00	500.00	Increased to adjust for projected costs
60250	Printing	7,959.00	8,000.00	8,500.00	500.00	Increased to adjust for projected costs
60255	Meetings & Conferences	40.00	100.00	100.00	0.00	
60260	Publishing	1,206.00	1,206.00	1,500.00	294.00	Increased to adjust for projected costs
60270	Telephone & Internet	4,202.00	4,250.00	4,250.00	0.00	
60430 Insurance						
60431	General Liability	33,290.00	33,290.00	28,832.00	-4,458.00	Decreased to reflect estimated premium
60432	Property	11,922.00	11,923.00	14,391.00	2,468.00	Increased to reflect estimated premium
	Total Insurance	45,212.00	45,213.00	43,223.00	-1,990.00	

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
60500 Water Memberships						
60503	SGA	30,777.00	30,777.00	30,926.00	149.00	Increase per published membership rate
60504	ACWA	11,140.00	11,140.00	11,697.00	557.00	Increase includes 5% annual increase
60505	CSDA	8,186.00	8,186.00	0.00	-8,186.00	Decreased – cancelled membership
60507	CRWA	1,435.00	1,435.00	1,507.00	72.00	Increase includes 5% annual increase
	Total Water Memberships	51,538.00	51,538.00	44,130.00	-7,408.00	
60550	Permits & Fees	47,632.00	49,000.00	55,000.00	6,000.00	Increased to adjust for projected costs
60555	Subscriptions & Licensing	1,100.00	1,100.00	2,120.00	1,020.00	Increased to adjust for projected costs
60560	Elections	1,887.00	1,887.00	0.00	-1,887.00	Decreased for Non-Election Year
60565	Uncollectable Accounts	2,660.00	2,936.00	3,000.00	64.00	Increased to adjust for projected costs
60570	Other Operating Expenditures	0.00	0.00	500.00	500.00	Increased to adjust for projected costs
	TOTAL ADMINISTRATION	\$243,927.00	\$251,695.00	\$249,110.00	\$-2,585.00	

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
64000 CONSERVATION						
64001	Community Outreach	0.00	0.00	500.00	500.00	Increased to adjust for projected costs
64005	Other Conservation Programs	0.00	0.00	0.00	0.00	
TOTAL CONSERVATION		0.00	0.00	500.00	500.00	
65000 FIELD OPERATIONS						
65100 Other Field Operations						
65110	Backflow Testing	2,517.00	3,000.00	3,000.00	0.00	
65120	Construction Equipment Maint.	3,604.00	9,000.00	9,000.00	0.00	
65130	Field Communication	3,123.00	3,400.00	3,400.00	0.00	
65140	Field IT	26,307.00	35,000.00	35,000.00	0.00	
65150	Laboratory Services	11,934.00	24,000.00	24,000.00	0.00	
65160	Safety Equipment	1,933.00	6,000.00	6,000.00	0.00	
65170	Shop Supplies	3,065.00	7,000.00	7,000.00	0.00	
Total Other Field Operations		52,483.00	87,400.00	87,400.00	0.00	
65200 Treatment		31,244.00	31,300.00	35,000.00	3,700.00	Increased to adjust for projected costs
65300 Pumping						
65310	Maintenance	22,962.00	25,000.00	25,000.00	0.00	
65320	Electricity and Fuel	205,047.00	260,000.00	260,000.00	0.00	
Total Pumping		228,009.00	285,000.00	285,000.00	0.00	
65400 Transmission & Distribution						
65410	Distribution Supplies	43,417.00	59,950.00	50,000.00	-9,950.00	Decreased to adjust for projected costs
65430	Tank Maintenance	4,949.00	6,280.00	6,500.00	220.00	Increased to adjust for projected costs: Cathodic Protection Maintenance
65440	Contract Repairs	80,235.00	84,000.00	70,000.00	-14,000.00	Decreased to adjust for projected costs
65450	Valve Replacements	0.00	10,000.00	15,000.00	5,000.00	Increased to adjust for projected costs
65460	Paving Repairs	0.00	18,700.00	30,000.00	11,300.00	Increased to adjust for projected costs
Total Transmission & Distribution		128,601.00	178,930.00	171,500.00	-7,430.00	
67000 Transportation						
67001	Fuel	16,731.00	16,735.00	18,000.00	1,265.00	Increased to adjust for projected costs
67002	Maintenance	3,562.00	4,265.00	5,000.00	735.00	Increased to adjust for projected costs
Total Transportation		20,293.00	21,000.00	23,000.00	2,000.00	
TOTAL FIELD OPERATIONS		\$460,630.00	\$603,630.00	\$601,900.00	\$-1,730.00	
TOTAL OPERATING EXPENSE		\$2,028,447.00	\$2,275,208.00	\$2,348,212.00	\$ 73,004.00	



Non-Operating Expense

		2022-2023 ACTUAL UNAUDITED	2022-2023 BUDGET	2023-2024 BUDGET	DIFFERENCE	EXPLANATION
	69010 Debt Service					
	69100 Revenue Bond 2015: Term 11/1/2031					
	69105 Revenue Bond 2015-Principle	152,273.00	152,273.00	156,908.00	4,635.00	Per Loan Payment Schedule
	69120 Interest	47,891.00	48,650.00	44,087.00	-4,563.00	Per Loan Payment Schedule
	Total Revenue Bond 2015	200,164.00	200,923.00	200,995.00	72.00	
	69125 AMI Meter Loan: Term 7/23/2025					
	69130 Principle	53,307.00	53,307.00	54,602.00	1,295.00	Per Loan Payment Schedule
	69135 Interest	5,184.00	5,207.00	3,912.00	-1,295.00	Per Loan Payment Schedule
	Total AMI Meter Loan	58,491.00	58,514.00	58,514.00	0.00	
	69200 PERS ADP Loan: Term 6/1/2036					
	69205 Principle	30,000.00	30,000.00	30,000.00	00.00	Per Loan Payment Schedule
	69210 Interest	1,739.00	1,739.00	1,628.00	-111.00	Per Loan Payment Schedule
	Total PERS ADP Loan	31,739.00	31,739.00	31,628.00	- 111.00	
	69400 Other Non-Operating Expense	0.00	43.00	2,300.00	2,257.00	Increased per Rate Study Table 7
	TOTAL NON-OPERATING EXPENSE	\$290,394.00	\$291,219.00	\$293,437.00	\$2,218.00	
	TOTAL OPERATING & NON-OPERATING EXPENSE	\$2,318,841.00	\$2,566,427.00	\$2,641,649.00	\$75,222.00	
	NET REVENUE (Revenue-Expense)	\$837,219.00	\$583,508.00	\$622,986.00	\$39,478.000	

Summary Net Revenue

TOTAL OPERATING & NON-OPERATING REVENUE	\$3,156,060.00	\$3,149,935.00	\$3,264,635.00	\$114,700.00
TOTAL OPERATING & NON-OPERATING EXPENSE	\$2,318,841.00	\$2,566,427.00	\$2,641,649.00	\$75,222.00
NET REVENUE (Revenue-Expense)	\$837,219.00	\$583,508.00	\$622,986.00	\$39,478.00

Fund Balances

	2022-2023 BUDGET	2023-2024 BUDGET
OPERATING FUND BALANCE		
Operating Account Balance June 30	\$1,452,402.00	\$1,472,637.00
Net Revenue	583,508.00	622,986.00
Transfer to GL 10010 Operating Reserve	-28,273.00	0.00
Transfer to Capital Improvement Funds	-594,000.00	-611,800.00
Transfer from Capital Improvement Funds	59,000.00	0.00
Estimated Operating Fund Balance June 30	\$1,472,637.00	\$1,483,823.00
SURCHARGE 1 FUND BALANCE/Term: 06/30/2030		
Surcharge 1 Fund Balance June 30	\$705,307.00	\$766,026.00
43010 Surcharge Revenue	523,374.00	532,380.00
41110 Investment Revenue	1,000.00	1,000.00
69155 SRF Principle	-379,389.00	-389,231.00
69160 SRF Interest	-81,966.00	-72,124.00
69220 SRF Administration	-2,300.00	-2,300.00
Estimated Surcharge 1 Fund Balance June 30	\$766,026.00	\$835,751.00
SURCHARGE 2 FUND BALANCE/Term: 04/01/2033		
Surcharge 2 Fund Balance June 30	\$209,015.00	\$336,614.00
43050 Surcharge 2 Revenue	439,019.00	442,716.00
41110 Investment Revenue	500.00	100.00
69180 Principle	-230,000.00	-240,000.00
69185 Interest	-81,920.00	-74,293.00
Estimated Surcharge 2 Fund Balance June 30	\$336,614.00	\$465,137.00
LAIF FUND (CAPACITY FEES) BALANCE		
CERBT Fund Balance June 30	\$410,813.00	\$813,182.00
44100 Capacity Fee Revenue	391,000.00	200,000.00
41110 Investment Revenue	11,369.00	10,000.00
Estimated CERBT Fund Balance June 30	\$813,182.00	\$1,023,182.00

CAPITAL BUDGET

The Capital Budget is formatted to reflect the beginning and ending balance of each Capital Improvement Fund. Each fund will include the funding source and project expenditures. The funds are divided into the following groups:

GENERAL – Capital expenditures include those that are not grouped in the remaining following categories. All General Plant Assets expenditures will be included in this category except for Vehicle and Large Equipment Replacements. Funding sources may include Operating Fund Transfers and Investment Revenue.

VEHICLE & LARGE EQUIPMENT REPLACEMENT – Capital expenditures identified as General Plant Assets: Transportation and Large Equipment. Funding sources may include Operating Fund Transfers and sale proceeds on disposals of transportation equipment.

FUTURE CAPITAL IMPROVEMENT PROJECTS – Capital expenditures defined as future projects on the Capital Improvement project list approved by the board. Each budget year, each project is allocated a defined amount to be used for future use.

HEXAVALENT CHROMIUM MITIGATION – Capital expenditures identified as design and construction for Hexavalent Chromium mitigation/treatment projects as required by the State of California.

TOTAL – The last column is the sum of all funding sources.

Capital Budget by Funds

	GENERAL	VEHICLE & LARGE EQUIPMENT REPLACEMENT	FUTURE CAPITAL IMPROVEMENT PROJECTS	HEXAVALENT CHROMIUM MITIGATION	TOTAL
FUNDING SOURCES					
Fund Transfers					
Operating Fund Transfers In	611,800.00	0.00	0.00	0.00	611,800.00
CIP Fund Intrafund Transfers	(362,645.00)	10,000.00	352,645.00	0.00	0.00
PERS ADP Loan Payment					
Principle	0.00	0.00	30,000.00	0.00	30,000.00
Interest	0.00	0.00	1,628.00	0.00	1,628.00
Investment Revenue	85.00	0.00	175.00	0.00	260.00
PROJECTS					
A · WATER SUPPLY					
A-1 · Miscellaneous Pump Replacements	40,000.00	0.00	0.00	0.00	40,000.00
Total A · WATER SUPPLY	40,000.00	0.00	0.00	0.00	40,000.00
B · WATER DISTRIBUTION					
B-1 · Service Replacements	30,000.00	0.00	0.00	0.00	30,000.00
B-2 · Small Meter Replacements	120,000.00	0.00	0.00	0.00	120,000.00
B-3 · Large Meter Replacements	5,000.00	0.00	0.00	0.00	5,000.00
B-4 · Pipeline Replacement	0.00	0.00	211,200.00	0.00	211,200.00
B-5 · Cathodic Protection Replacement - L Street Tower	45,000.00	0.00	0.00	0.00	45,000.00
B-6 · Raising/Lowering Valve Covers	40,000.00	0.00	0.00	0.00	40,000.00
B-7 · Well 15 Cr6 Treatment-Design	0.00	0.00	0.00	75,000.00	75,000.00
Total B · WATER DISTRIBUTION	240,000.00	0.00	211,200.00	75,000.00	526,200.00
TOTAL BUDGETED PROJECT EXPENDITURES	280,000.00	0.00	211,200.00	75,000.00	566,200.00

Capital Budget Technical Memorandum

The Technical Memorandum (TM) provides the revised budget descriptions for the proposed 2023/2024 Rio Linda/Elverta Water District's (District) Capital Budget. The following are a list of the budget items along with their descriptions:

A · Water Supply

A-1 · Miscellaneous Pump Replacements – 40,000

For the replacement or repair of any well pump and/or motor that fails in the budgeted year.

B · Water Distribution

B-1 · Service Replacements – 30,000

To replace leaking services that require replacement throughout the budgetary year.

B-2 · Small Meter Replacements – 120,000

To replace small water meters that are underreporting their water usage due to age.

B-3 · Large Meter Replacements – 5,000

To replace large water meters that are underreporting their water usage due to age.

B-4 · Pipeline Replacement – 211,200

For the annual pipeline replacement project for the current fiscal year.

B-5 · Cathodic Protection Replacement – L Street Tower – 45,000

The cathodic protection system, which is designed to prevent corrosion of the tower, has reached the end of its service life.

B-6 · Raising/Lowering Valve Covers – 40,000

Required following Sacramento County's road re-pavement projects inside the District's service area.

B-7 · Well 15 Cr6 Treatment-Design – 75,000

As described in the March 2018 municipal financing documents, wellhead treatment of an existing well is a specified hexavalent chromium mitigation project. Funding for this project is from the 2018 Opus Bank Municipal loan proceeds.

GLOSSARY

ACCRUAL BASIS The method of accounting whereby income and expense items are recognized as they are earned or incurred, even though they may not have been received or actually paid in cash.

ACWA Association of California Water Agencies

AMI Advanced Metering Infrastructure (AMI) is the new term coined to represent the networking technology of fixed network meter systems that go beyond Automated Meter Readers (AMR) into remote utility management. The meters in an AMI system are often referred to as smart meters, since they often can use collected data based on programmed logic.

ASSET A probable future economic benefit obtained or controlled by a particular entity because of past transactions or events (i.e., cash receivables, equipment, etc.)

AWWA American Water Works Association

BEGINNING BALANCE The beginning balance is comprised of residual funds brought forward from the previous fiscal year.

BUDGET A financial plan showing authorized planned expenditures and their funding sources.

BUDGET PROCESS The schedule of key dates or milestones, which the District follows in the development, preparation, adoption, and administration of the budget.

CAPITAL ASSETS Long-lived tangible and intangible assets obtained or controlled because of past transactions, events or circumstances. Current District policy is to capitalize any asset cost of \$1,500 with a useful life or 2 years or more.

CAPITAL IMPROVEMENT PROGRAM (CIP) Authorized expenditures for tangible and long-term physical improvements or additions of a fixed or permanent nature.

CRWA California Rural Water Association

CSDA California Special Districts Association

FISCAL YEAR (FY) A 12 month period to which the annual budget applies and at the end of which a government determines its financial position and the results of its operations. For RLECWD the fiscal year is July through June 30.

FUND Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

HEXAVALENT CHROMIUM (Cr6) Refers to chemical compounds that contain the element chromium in the +6-oxidation state.

INCREMENTAL BUDGETING METHOD An incremental budget is a budget prepared using a previous period's budget or actual performance as a basis with incremental amounts added for the new budget period. The allocation of resources is based upon allocations from the previous period. Moreover, it encourages "spending up to the budget" to ensure a reasonable allocation in the next period.

MOU Memorandum of Understanding agreement

OPERATING BUDGET An operating budget is a combination of known expenses, expected future costs, and forecasted income over the course of a year. Operating budgets are completed in advance of the accounting period, which is why they require estimated expenses and revenues.

OPERATING REVENUES AND EXPENSES Cost of goods sold and services provided to customers and the revenue thus generated.

PCWA Placer County Water Agency

PERS Public Employees Retirement System

PROPOSITION 218 Prop 218 amended the California Constitution to protect taxpayers by limiting the methods by which local governments can create or increase taxes, fees, and charges without taxpayer consent. Prop 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.

RWA Regional Water Authority

SAWWA Sacramento Area Water Works Association

SCADA Supervisory Control and Data Acquisition uses computer technology to monitor and control remote facilities such as pumps and reservoirs.

SGA Sacramento Ground Water Authority

RESOLUTION No. 2023-07
**A RESOLUTION ESTABLISHING FISCAL YEAR 2023-24 OPERATING AND
CAPITAL IMPROVEMENT BUDGET FOR THE RIO LINDA /ELVERTA
COMMUNITY WATER DISTRICT**

WHEREAS, the Rio Linda / Elverta Community Water District (“District”) has identified the District’s operating costs as well as the costs of capital improvements to the infrastructure of the District, for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024; and

WHEREAS, the District has prepared a budget setting forth the dollar amounts proposed for operating the District: \$2,641,649.00 and for capital improvements: \$566,200.00; and

WHEREAS the Board of Directors reviewed and adopted the Preliminary Budget for the District operations and capital improvements at a regular meeting held on June 26, 2023; and

WHEREAS, a noticed public hearing was held August 28, 2023, for the purpose of receiving public comment on the proposed Fiscal Year 2023-24 Operating and Capital Improvement Budget.

NOW THEREFORE, BE IT RESOLVED by the Rio Linda / Elverta Community Water District Board of Directors that the attached 2023-24 Fiscal Year Operating and Capital Improvement Budget is hereby approved and appropriated for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 28th day of August 2023. By the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

Mary Harris
President, Board of Directors

Timothy R. Shaw
Secretary of the Board of Directors

NOTICE OF PUBLIC HEARING

RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT BOARD OF DIRECTORS

CONSIDERATION OF RESOLUTION NO. 2023-07 APPROVING THE FY 2023-24 OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR THE RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Board of Directors of the Rio Linda/Elverta Community Water District (the "District") at its regularly scheduled meeting on

Monday, August 28, 2023 at 6:30 PM, at Depot / Visitors Center located at 6730 Front Street, Rio Linda, California to consider the adoption of proposed Resolution No. 2023-07 Establishing Fiscal Year 2023-24 Operating and Capital Improvement Budgets ("Budgets"). The budgets will become effective immediately upon adoption of the District Board of Directors.

ALL INTERESTED PARTIES are invited to attend the August 28, 2023, public hearing to express opinions or submit evidence for or against the approval of the Budgets. At the above noted time and place, testimony from interested persons will be heard and considered by the District Board of Directors prior to taking action or making any recommendation on the Budgets. Upon request, the agenda and the documents in the hearing agenda packet can be made available to persons with a disability. In compliance with the Americans with Disabilities Act, the District encourages those with disabilities to participate fully in the public hearing process. Any person requiring special assistance to participate in the meeting should call (916) 991-1000 or email questions@rlcwd.com at least forty-eight (48) hours prior to the meeting.

Written comments are also accepted, prior to the hearing by the District, at: 730 L Street, Rio Linda, CA, 95673. Information regarding the hearing is on file and may be viewed by interested individuals by contacting the District by phone at (916) 991-1000. If a challenge to the above proposed actions is made in court, persons may be limited to raising only those issues they or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District Board of Directors.

Copies of the proposed Budgets are available for the public by calling the District Office at (916) 991-1000 or via the District's website www.rlcwd.com.

The Rio Linda News 8-25-2023



**Consent Calendar
Agenda Item: 4.1**

Date: August 28, 2023

Subject: Minutes

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

N/A -Minutes of Board meetings are not reviewed by committees.

Current Background and Justification:

These minutes are to be reviewed and approved by the Board of Directors.

Conclusion:

I recommend the Board review and approve (as appropriate) the minutes of meetings provided with your Board packets.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____

(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**MINUTES OF THE JULY 24, 2023
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

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The Link below provides access the video of this meeting.

<https://vimeo.com/840159964>

The numbers in parentheses next to each action item correlate to time marks on the video of the meeting.

1. CALL TO ORDER, ROLL CALL

The July 24, 2023 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitor Depot Center 6730 Front St., Rio Linda, CA 95673. This meeting was physically open to the public.

General Manager Tim Shaw took roll call of the Board of Directors. Director Jason Green, Director Chris Gifford, Director Mary Harris, Director Vicky Young, General Manager Tim Shaw, and Legal Counsel were present. Director Anthony Cline was absent. Gm Shaw led the pledge of allegiance.

2. PUBLIC COMMENT_– A member of the public commented on no page numbers were printed on the Board packet and that an agenda item page was missing.

3. CONSENT CALENDAR (3:30)

3.1. June 23, 2023 Minutes

3.2 May Expenditures

3.3 May Financials

Comments/Questions –Director pointed out in the June 23, 2023 minutes that her name was missing from the vote.

(5:29) It was moved by Director Gifford and seconded by Director Green to approve the consent calendar with correction to the Directors names who voted on the June 23, 2023 Meeting minutes. Consent Calendar. Directors Green, Gifford, Harris, and Young voted yes. Director Anthony Cline was absent. The motion carried with a roll call vote of 4-0-0.

**4. REGULAR CALENDAR
ITEMS FOR DISCUSSION AND ACTION**

4.1 GM Report (6:20)

The General Manager, Tim Shaw provided his monthly report to the Board of Directors.

Board asked for any general highlights from the meetings that were attended by the GM. The Board President stated she had been served a legal document before the meeting. The Board President provided the documents to GM Shaw. GM Shaw gave general information about the documents served to the Board President on behalf of the District.

The Board took no action on this item.

4.2 District Engineer's Report (10:30)

The Contract District Engineer report provided a General District Engineering, Active Development Reviews (only projects with updates from the last Board Meeting), CIP Dry Creek Road Pipe Replacement Project.

Comments/Questions – GM Shaw informed the Board that the District Engineer Mike Vasquez was unable to attend due to a family emergency. General discussion from the Board on the Pipe replacement project.

The Board took no action on this item.

4.3 Consider Adopting Resolution 2023-06, Authorizing a Direct Levy to Collect Specified Debt (12:15)

Comments/Questions – General discussion from the Board about the Doubtful recovery debt and uncollectable debt that will be a direct levy.

Public member commented about a customer who experienced paying a \$6k debt of a previous owner on Lilac Lane.

(17:00) It was moved by Director Gifford and seconded by Director Green to adopt Resolution No. 2023-06, Authorizing a Direct Levy to Collect Specified Debt. Directors Green, Harris, Gifford, and Young voted yes. Director Anthony Cline was absent. The motion carried with a roll call vote of 4-0-0.

4.4 Consideration for Authorizing Revisions to District Policy 2.01.150 (17:40)

Comments/Questions – The general discussion from Board was to table the item until all Board members were present. The Board further discussed the content of the policy and prior dates when it was originally adopted. Board President commented this policy change has been brought before the Board prior and the policy revision failed. The general discussion is to clarify the policy so the District doesn't incur high legal bills.

Public member claims to have heard a discussion that the viewing of legal bills was given to one Board member when another member had to review them at the District office. The public member further commented that part of the policy was approved to be changed at the last Board meeting.

(43:10) It was moved by Director Young and seconded by Director Green to table the revisions to District Policy 2.01.150 until the next Board Meeting. Directors Green, Gifford, Young, and Harris voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0.

4.5 Review the Capital Improvement Projects List Adopted by the Board in April 2020, Consider Proposed Updates to the Same (44:30)

Comments/Questions – The Board had general discussion on this item.

(55:00) Director Anthony Cline arrived at the meeting.

Public members agreed on the item being tabled.

(1:08:10) It was moved by Director Cline and seconded by Director Green to table the updates to the Capital Improvements Project list until October after the budget has been adopted and with more clarification on each line item. Directors Green, Young, Gifford, Harris and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.6 Consider Authorizing Means to Increase Distribution of a Newsletter. (1:08:52)

Comments/Questions- General questions from the Board President about the 2018 Waterways Newsletters when the Presidents Corner was part of the Newsletter. There was individual discussion on the President Corner being altered.

General discussion, from the public, was to include the newsletter with the bill and there should be a message from the Board included in the publication.

(1:36:46) It was moved by Director Cline seconded by Director Young to table any in changes to the current structure of the Waterways Newsletter and distribute the Newsletter via the District Website, Facebook, available for pickup in the District Office, and mailed with the billing. Directors Green, Gifford, Young and voted yes. Director Harris voted no. Director Cline abstained. The motion carried with a roll call vote of 3-1-1.

4.7 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065 (1.46.52)

The Board took no action on this item.

5. INFORMATION ITEMS

5.1 District Activities Reports

- 5.1.1 Water Operations Report – Written report provided.
- 5.1.2 Completed and Pending Items Report – Written report provided.
- 5.1.3 Conservation Report – Written report provided.
- 5.1.4 Leak Repair Report – Report provided.

Comments/Questions – No comments.

5.2 Board Member Report

5.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – Board discussion centered around dissolving the Pressing Matters Advisory Committee and putting on next meeting agenda to have the Executive Committee be the President and Vice President.

5.2.2 Sacramento Groundwater Authority – Harris (primary) – No meeting.

5.2.3 Executive Committee – Gifford, Cline – Minutes provided.

5.2.4 ACWA/JPIA – Cline – Nothing to report.

5.2.5 Pressing Matters Advisory Ad Hoc- Harris, Young – Verbal report.

6. DIRECTORS’ AND GENERAL MANAGER COMMENTS – No comments.

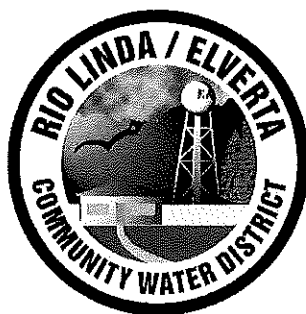
7. **ADJOURNMENT** - The meeting was adjourned at 8:21pm.

Respectfully submitted,

Timothy R. Shaw, Secretary

Mary Harris, President of the Board

DRAFT



**Consent Calendar
Agenda Item: 4.2**

Date: August 28, 2023

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Expenditures report to the August 28th Board agenda.

Current Background and Justification:

These expenditures have been completed since the last regular meeting of the Board of Directors.

Conclusion:

I recommend the Board approve the Expenditures for June 2023.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____

(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**Rio Linda Elverta Community Water District
Expenditure Report
June 2023**

Type	Date	Num	Name	Memo	Amount
Liability Check	06/01/2023	EFT	CalPERS	For PP Ending 05/27/23 Pay date 06/01/23	3,130.27
Liability Check	06/01/2023	EFT	CalPERS	For PP Ending 05/27/23 Pay date 06/01/23	1,182.24
Liability Check	06/01/2023	EFT	Internal Revenue Service	Employment Taxes	7,263.78
Liability Check	06/01/2023	EFT	Employment Development	Employment Taxes	1,362.09
Liability Check	06/01/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,092.56
Bill Pmt -Check	06/01/2023	EFT	Adept Solutions	Computer Maintenance	1,333.00
Bill Pmt -Check	06/01/2023	EFT	Comcast	Phone	103.82
Bill Pmt -Check	06/01/2023	EFT	Republic Services	Utilities	418.34
Check	06/01/2023	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	17,000.00
Transfer	06/01/2023	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	49,500.00
Check	06/01/2023	2575	Customer	Final Bill Refund	105.40
Check	06/01/2023	2576	Customer	Final Bill Refund	20.10
Check	06/01/2023	2577	Customer	Final Bill Refund	41.84
Check	06/01/2023	2578	Customer	Final Bill Refund	26.16
Check	06/01/2023	2579	Customer	Final Bill Refund	51.79
Check	06/01/2023	2580	Customer	Final Bill Refund	100.00
Bill Pmt -Check	06/01/2023	2581	VOID	VOID	0.00
Bill Pmt -Check	06/01/2023	2582	ACWA/JPIA Powers Insurance Authority	EAP	23.80
Bill Pmt -Check	06/01/2023	2583	Buckmaster Office Solutions	Office Equipment	95.57
Bill Pmt -Check	06/01/2023	2584	Ramos Oil	Transportation Fuel	288.34
Bill Pmt -Check	06/01/2023	2585	Rio Linda Elverta Recreation & Park	Meeting Expense	100.00
Bill Pmt -Check	06/01/2023	2586	Rio Linda Hardware & Building Supply	Shop Supplies	302.72
Bill Pmt -Check	06/01/2023	2587	Sacramento County Utilities	Utilities	113.70
Bill Pmt -Check	06/01/2023	2588	Sierra Chemical Company	Treatment	5,226.43
Bill Pmt -Check	06/01/2023	2589	SMUD	Utilities	15,868.55
Bill Pmt -Check	06/01/2023	2590	Verizon Wireless	Internet	45.10
Bill Pmt -Check	06/01/2023	2591	White Brenner	Legal	1,024.40
Bill Pmt -Check	06/01/2023	2592	Vault Access Solutions	Capital Improvement: Valve Vault Cover Replacement	6,900.00
Bill Pmt -Check	06/01/2023	2593	ABS Direct	Printing, Postage	1,073.44
Bill Pmt -Check	06/01/2023	2594	Unifirst	Uniforms	171.22
Liability Check	06/14/2023	EFT	QuickBooks Payroll Service	For PP Ending 06/10/23 Pay date 06/15/23	21,837.55
Liability Check	06/15/2023	EFT	CalPERS	For PP Ending 06/10/23 Pay date 06/15/23	3,130.27
Liability Check	06/15/2023	EFT	CalPERS	For PP Ending 06/10/23 Pay date 06/15/23	1,182.24
Bill Pmt -Check	06/15/2023	EFT	CalPERS	Annual CERBT Contribution	20,000.00
Liability Check	06/15/2023	EFT	Internal Revenue Service	Employment Taxes	7,824.12
Liability Check	06/15/2023	EFT	Employment Development	Employment Taxes	1,554.61
Liability Check	06/15/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,156.73
Bill Pmt -Check	06/15/2023	EFT	PGE	Utilities	53.78
Bill Pmt -Check	06/15/2023	EFT	Umpqua Bank Credit Card	Computer, Office, Postage, Pump Maint	442.62
Bill Pmt -Check	06/15/2023	EFT	Verizon	Field Communication, Field IT	514.90
Check	06/15/2023	EFT	RLECWD - SURCHARGE ACCOUNT 1	Bi-monthly Transfer	88,178.69
Check	06/15/2023	EFT	RLECWD - SURCHARGE ACCOUNT 2	Bi-monthly Transfer	73,327.57

**Rio Linda Elverta Community Water District
Expenditure Report
June 2023**

Type	Date	Num	Name	Memo	Amount
Check	06/15/2023	EFT	RLECW	Annual PERS ADP Loan Payment	31,739.00
Check	06/15/2023	2596	Customer	Final Bill Refund	84.24
Check	06/15/2023	2597	Customer	Final Bill Refund	56.34
Check	06/15/2023	2598	Employee	Union Dues Refund	43.50
Check	06/15/2023	2599	Employee	Union Dues Refund	24.50
Check	06/15/2023	2600	Employee	Union Dues Refund	42.00
Bill Pmt -Check	06/15/2023	2601	ABS Direct	Printing & Postage, Postage Prepaid \$5K	5,952.19
Bill Pmt -Check	06/15/2023	2602	BSK Associates	Lab Fees	672.00
Bill Pmt -Check	06/15/2023	2603	Corelogic Solutions	Subscription	100.00
Bill Pmt -Check	06/15/2023	2604	County of Sacramento	Permits	351.00
Bill Pmt -Check	06/15/2023	2605	DirectHit Pest Control	Building Maintenance	80.00
Bill Pmt -Check	06/15/2023	2606	EKI Enviornment & Water	Engineering	5,000.00
Bill Pmt -Check	06/15/2023	2607	ICONIX Waterworks	Distribution Supplies	4,469.48
Bill Pmt -Check	06/15/2023	2608	Intermedia.net	Telephone	80.30
Bill Pmt -Check	06/15/2023	2609	Pacific Shredding	Office Expense	40.32
Bill Pmt -Check	06/15/2023	2610	Ramos Oil Inc.	Transportation Fuel, Pumping Maintenance	1,555.01
Bill Pmt -Check	06/15/2023	2611	Spok, Inc.	Field Communication	15.48
Bill Pmt -Check	06/15/2023	2612	Tak Communications	Contract Repairs: Drycreek & G Street	24,539.98
Bill Pmt -Check	06/15/2023	2613	Vanguard Cleaning Systems	Janitorial	195.00
Bill Pmt -Check	06/15/2023	2614	Rawles Engineering	Capital Improvement: Valve Vault Covers & Pipeline Replacement	173,875.00
Check	06/23/2023	EFT	Wageworks	FSA Administration Fee	76.25
Liability Check	06/28/2023	EFT	QuickBooks Payroll Service	For PP Ending 06/24/23 Pay date 06/29/23	18,564.81
Liability Check	06/29/2023	EFT	CalPERS	For PP Ending 06/24/23 Pay date 06/29/23	3,130.27
Liability Check	06/29/2023	EFT	CalPERS	For PP Ending 06/24/23 Pay date 06/29/23	1,182.24
Liability Check	06/29/2023	EFT	Internal Revenue Service	Employment Taxes	7,066.72
Liability Check	06/29/2023	EFT	Employment Development	Employment Taxes	1,310.43
Liability Check	06/29/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,285.56
Liability Check	06/29/2023	EFT	Kaiser Permanente	Health Insurance	2,186.97
Liability Check	06/29/2023	EFT	Principal	Dental & Vision Insurance	1,860.67
Liability Check	06/29/2023	EFT	Western Health	Health Insurance	11,715.43
Liability Check	06/29/2023	EFT	Adept Solutions	Computer Maintenance	184.02
Bill Pmt -Check	06/29/2023	2615	Buckmaster Office Solutions	Printing	68.75
Bill Pmt -Check	06/29/2023	2616	ICONIX Waterworks	Distribution Supplies	1,422.30
Bill Pmt -Check	06/29/2023	2617	Johnson Controls Fire Protection	Safety	360.96
Bill Pmt -Check	06/29/2023	2618	Phelan, Michael	Retiree Insurance	3,150.00
Bill Pmt -Check	06/29/2023	2619	Ramos Oil Inc.	Transportation Fuel	551.45
Bill Pmt -Check	06/29/2023	2620	Rio Linda Elverta Recreation & Park	Meeting Expense	100.00
Bill Pmt -Check	06/29/2023	2621	RW Trucking	Distribution Supplies	732.62
Bill Pmt -Check	06/29/2023	2622	Sierra Chemical Company	Treatment	1,596.00
Bill Pmt -Check	06/29/2023	2623	Verizon Wireless	Internet	45.08
Bill Pmt -Check	06/29/2023	2624	White Brenner, LLP	Legal	2,007.00
Bill Pmt -Check	06/29/2023	2625	County of Sacramento	Capital Improvements: Pipeline	3,454.00

**Rio Linda Elverta Community Water District
Expenditure Report
June 2023**

Type	Date	Num	Name	Memo	Amount
Total 10020 - Operating Account Budgeted Expenditures					<u>647,134.61</u>
Liability Check	06/01/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
Liability Check	06/15/2023	EFT	AFLAC	Employee Funded Premiums	745.84
Check	06/15/2023	2595	Teamsters	Union Dues	851.50
Liability Check	06/15/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
Liability Check	06/29/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
EFT	06/30/2023	EFT	WageWorks	FSA Expenditures - Employee Funded	568.51
Total 10020 - Operating Account Non-Budgeted Expenditures: Employee Paid Pass-throughs					<u>2,848.44</u>

**Rio Linda Elverta Community Water District
Expenditure Report
June 2023**

Type	Date	Num	Payee	Memo	Amount
Type	Date	Num	Payee	Memo	Amount
Transfer	06/01/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2592	6,900.00
Transfer	06/15/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2614	11,200.00
Transfer	06/15/2023	EFT	RLECWD	Annual Budget Amount to Future Capital Improvements	302,737.00
10475 · Capital Improvement-Umpqua Bank					320,837.00
Type	Date	Num	Payee	Memo	Amount
Transfer	06/15/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2614	162,675.00
Transfer	06/29/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2625	3,454.00
10490 · Future Capital Improvement Projects-Umpqua Bank					3,454.00



**Consent Calendar
Agenda Item: 4.3**

Date: August 28, 2023

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Financial Report onto the August 28th Board agenda.

Current Background and Justification:

The financial reports are for the District's balance sheet, profit and loss, and capital improvements year to date.

These financials are to be presented to the Board of Directors to inform them of the District's current financial condition.

Conclusion:

I recommend the Board approve the Financial Reports for June 2023.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____
Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Rio Linda Elverta Community Water District
Unaudited Balance Sheet
 As of June 30, 2023

ASSETS

Current Assets

100 · Cash & Cash Equivalents	
10000 · Operating Account	
10020 · Operating Fund-Umpqua	1,495,447.48
Total 10000 · Operating Account	1,495,447.48
10475 · Capital Improvement	
10480 · General	379,362.79
10485 · Vehicle Replacement Reserve	27,948.49
Total 10450 · Capital Improvement	407,311.28
Total 100 · Non-Restricted Cash & Cash Equivalents	1,902,758.76

102 · Restricted Assets	
102.2 · Restricted for Debt Service	
10700 · ZIONS Inv/Surcharge 1 Reserve	504,556.26
10300 · Surcharge 1 Account	864,347.54
10350 · Umpqua Bank - Revenue Bond	37,413.63
10380 · Surcharge 2 Account	409,737.66
Total 102.2 · Restricted for Debt Service	1,816,055.09
102.4 · Restricted Other Purposes	
10385 · Available Funding Cr6 Projects #1	557,907.45
10481 · Available Funding Cr6 Projects #2	454,500.00
10490 · Future Capital Imp Projects	1,799,231.05
10600 · LAIF Account - Capacity Fees	813,182.04
10650 · Operating Reserve Fund	337,456.57
Total 102.4 · Restricted Other Purposes	3,962,277.11
Total 102 · Restricted Assets	5,778,332.20

Accounts Receivable	0.00
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Other Current Assets

12000 · Water Utility Receivable	35,077.66
12200 · Accrued Revenue	566,114.88
12250 · Accrued Interest Receivable	2,071.45
15000 · Inventory Asset	49,574.32
16000 · Prepaid Expense	19,067.96
Total Other Current Assets	671,906.27

Total Current Assets	8,352,997.23
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Fixed Assets

17000 · General Plant Assets	685,384.68
17100 · Water System Facilites	25,140,029.47
17300 · Intangible Assets	383,083.42
17500 · Accum Depreciation & Amort	-11,848,271.81
18000 · Construction in Progress	873,029.55
18100 · Land	576,672.45
Total Fixed Assets	15,809,927.76

Other Assets

18500 · ADP CalPERS Receivable	440,000.00
19000 · Deferred Outflows	478,923.00
19900 · Suspense Account	0.00
Total Other Assets	918,923.00

TOTAL ASSETS	25,081,847.99
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Rio Linda Elverta Community Water District
Unaudited Balance Sheet
 As of June 30, 2023

LIABILITIES & NET POSTION	
Liabilities	
Current Liabilities	
Accounts Payable	241,834.71
Credit Cards	66.00
Other Current Liabilities	976,205.41
Total Current Liabilities	1,218,106.12
Long Term Liabilities	
23000 · OPEB Liability	66,836.00
23500 · Lease Buy-Back	508,777.27
25000 · Surcharge 1 Loan	2,708,943.73
25050 · Surcharge 2 Loan	2,085,040.16
26000 · Water Rev Refunding	1,349,516.00
26500 · ADP CalPERS Loan	410,000.00
27000 · AMI Meter Loan	85,138.71
29000 · Net Pension Liability	4,903.00
29500 · Deferred Inflows-Pension	4,280.00
29600 · Deferred Inflows-OPEB	56,611.00
Total Long Term Liabilities	7,280,045.87
Total Liabilities	8,498,151.99
Net Position	
31500 · Invested in Capital Assets, Net	9,494,326.46
32000 · Restricted for Debt Service	705,225.24
38000 · Unrestricted Equity	4,923,992.42
Net Income	1,460,151.88
Total Net Position	16,583,696.00
TOTAL LIABILITIES & NET POSTION	25,081,847.99

Rio Linda Elverta Community Water District
Unaudited Quarterly Detailed Operating Profit & Loss Budget Performance
June 2023

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	<u>Annual Budget</u>	<u>Jun 23</u>	<u>Jul 22-Jun 23</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
40000 · Operating Revenue					
40100 · Water Sales					
40101 · Basic Service Charge	1,110,746.00	134,933.00	1,172,603.97	105.57%	-61,857.97
40102 · Usage Charge	1,753,654.00	315,083.67	1,702,769.82	97.10%	50,884.18
40105 · Backflow Charge	29,600.00	3,379.62	29,770.18	100.58%	-170.18
40106 · Fire Prevention	23,300.00	2,754.77	26,295.75	112.86%	-2,995.75
40110 · Bi-Monthly Accrual	0.00	0.00	0.00	0.00%	0.00
Total 40100 · Water Sales	<u>2,917,300.00</u>	<u>456,151.06</u>	<u>2,931,439.72</u>	<u>100.49%</u>	<u>-14,139.72</u>
40200 · Water Services					
40201 · Application Fees	6,500.00	600.00	5,850.00	90.00%	650.00
40202 · Delinquency	90,000.00	10,447.24	65,599.64	72.89%	24,400.36
40209 · Misc. Charges	7,000.00	785.58	7,846.22	112.09%	-846.22
Total 40200 · Water Services	<u>103,500.00</u>	<u>11,832.82</u>	<u>79,295.86</u>	<u>76.61%</u>	<u>24,204.14</u>
40300 · Other Water Service Fees					
40301 · New Construction QC	4,000.00	200.00	3,000.00	75.00%	1,000.00
40302 · Service Connection Fees	10,000.00	1,100.00	17,756.66	177.57%	-7,756.66
40304 · Other Operating Revenue	6,000.00	356.14	6,311.06	105.18%	-311.06
Total 40300 · Other Water Service Fees	<u>20,000.00</u>	<u>1,656.14</u>	<u>27,067.72</u>	<u>135.34%</u>	<u>-7,067.72</u>
Total 40000 · Operating Revenue	<u>3,040,800.00</u>	<u>469,640.02</u>	<u>3,037,803.30</u>	<u>99.90%</u>	<u>2,996.70</u>
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	35.00	3.08	39.51	112.89%	-4.51
Total 41110 · Investment Revenue	<u>35.00</u>	<u>3.08</u>	<u>39.51</u>	<u>112.89%</u>	<u>-4.51</u>
41120 · Property Tax	109,100.00	0.00	118,216.64	108.36%	-9,116.64
Total 41000 · Nonoperating Revenue	<u>109,135.00</u>	<u>3.08</u>	<u>118,256.15</u>	<u>108.36%</u>	<u>-9,121.15</u>
Total Income	<u>3,149,935.00</u>	<u>469,643.10</u>	<u>3,156,059.45</u>	<u>100.19%</u>	<u>-6,124.45</u>
Gross Income	3,149,935.00	469,643.10	3,156,059.45	100.19%	-6,124.45
Expense					
60000 · Operating Expenses					
60010 · Professional Fees					
60011 · General Counsel-Legal	26,885.00	6,809.80	26,884.87	100.00%	0.13
60012 · Auditor Fees	23,700.00	0.00	23,700.00	100.00%	0.00
60013 · Engineering Services	67,915.00	10,000.00	60,000.00	88.35%	7,915.00
60015 · Other Professional Fees	0.00	0.00	0.00	0.00%	0.00
Total 60010 · Professional Fees	<u>118,500.00</u>	<u>16,809.80</u>	<u>110,584.87</u>	<u>93.32%</u>	<u>7,915.13</u>
60100 · Personnel Services					
60110 · Salaries & Wages					
60111 · Salary - General Manager	124,285.00	16,195.44	124,284.29	100.00%	0.71
60112 · Staff Regular Wages	656,708.00	91,061.79	622,756.63	94.83%	33,951.37
60113 · Contract Extra Help	0.00	0.00	0.00	0.00%	0.00
60114 · Staff Standby Pay	18,250.00	2,100.00	18,200.00	99.73%	50.00
60115 · Staff Overtime Pay	11,000.00	1,804.18	10,072.61	91.57%	927.39
Total 60110 · Salaries & Wages	<u>810,243.00</u>	<u>111,161.41</u>	<u>775,313.53</u>	<u>95.69%</u>	<u>34,929.47</u>
60150 · Employee Benefits & Expense					
60151 · PERS Retirement	127,292.00	13,764.32	123,604.33	97.10%	3,687.67
60152 · Workers Compensation	15,839.00	2,143.63	15,837.75	99.99%	1.25
60153 · Group Insurance	216,750.00	19,729.37	177,568.02	81.92%	39,181.98
60154 · Retirees Insurance	36,200.00	23,150.00	35,524.50	98.13%	675.50
60155 · Staff Training	5,000.00	0.00	0.00	0.00%	5,000.00
60157 · Uniforms	6,750.00	428.14	5,109.65	75.70%	1,640.35
60158 · Payroll Taxes	63,854.00	7,944.70	61,385.19	96.13%	2,468.81
60159 · Payroll Service	1,400.00	94.55	1,259.85	89.99%	140.15
60160 · 457 Employer Contribution	18,055.00	2,385.85	17,702.25	98.05%	352.75
Total 60150 · Employee Benefits & Expense	<u>491,140.00</u>	<u>69,640.56</u>	<u>437,991.54</u>	<u>89.18%</u>	<u>53,148.46</u>

Rio Linda Elverta Community Water District
Unaudited Quarterly Detailed Operating Profit & Loss Budget Performance
June 2023

	<u>Annual Budget</u>	<u>Jun 23</u>	<u>Jul 22-Jun 23</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Total 60100 · Personnel Services	1,301,383.00	180,801.97	1,213,305.07	93.23%	88,077.93
60200 · Administration					
60205 · Bank & Merchant Fees	1,850.00	73.75	1,382.38	74.72%	467.62
60207 · Board of Director/Meeting Fee	13,700.00	800.00	10,075.00	73.54%	3,625.00
60210 · Building Expenses					
60211 · Office Utilities	7,261.00	436.69	7,260.38	99.99%	0.62
60212 · Janitorial	2,340.00	195.00	2,340.00	100.00%	0.00
60213 · Maintenance	3,089.00	80.00	2,153.57	69.72%	935.43
60214 · Security	775.00	0.00	252.00	32.52%	523.00
Total 60210 · Building Expenses	13,465.00	711.69	12,005.95	89.16%	1,459.05
60220 · Computer & Equipment Maint.					
60221 · Computer Systems	31,350.00	3,211.68	31,348.24	99.99%	1.76
60222 · Office Equipment	875.00	68.75	667.50	76.29%	207.50
Total 60220 · Computer & Equipment Maint.	32,225.00	3,280.43	32,015.74	99.35%	209.26
60230 · Office Expense	4,725.00	187.65	4,520.36	95.67%	204.64
60240 · Postage and Delivery	20,500.00	3,465.22	20,492.39	99.96%	7.61
60250 · Printing	8,000.00	1,212.80	7,958.98	99.49%	41.02
60255 · Meetings & Conferences	100.00	0.00	40.00	40.00%	60.00
60260 · Publishing	1,206.00	0.00	1,206.00	100.00%	0.00
60270 · Telephone & Internet	4,250.00	229.20	4,201.43	98.86%	48.57
60430 · Insurance					
60431 · General Liability	33,290.00	2,791.31	33,289.75	100.00%	0.25
60432 · Property	11,923.00	1,106.39	11,922.36	100.00%	0.64
Total 60430 · Insurance	45,213.00	3,897.70	45,212.11	100.00%	0.89
60500 · Water Memberships					
60503 · SGA	30,777.00	0.00	30,777.00	100.00%	0.00
60504 · ACWA	11,140.00	0.00	11,140.00	100.00%	0.00
60505 · CSDA	8,186.00	0.00	8,186.00	100.00%	0.00
60507 · CRWA	1,435.00	0.00	1,435.00	100.00%	0.00
Total 60500 · Water Memberships	51,538.00	0.00	51,538.00	100.00%	0.00
60550 · Permits & Fees	49,000.00	351.00	47,632.38	97.21%	1,367.62
60555 · Subscriptions & Licensing	1,100.00	100.00	1,099.50	99.96%	0.50
60560 · Elections	1,887.00	0.00	1,887.00	100.00%	0.00
60565 · Uncollectible Accounts	2,936.00	-39.40	2,660.85	90.63%	275.15
60570 · Other Operating Expenses	0.00	0.00	0.00	0.00%	0.00
Total 60200 · Administration	251,695.00	14,270.04	243,928.07	96.91%	7,766.93

Rio Linda Elverta Community Water District
Unaudited Quarterly Detailed Operating Profit & Loss Budget Performance
June 2023

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	Annual Budget	Jun 23	Jul 22-Jun 23	% of Annual Budget	YTD Annual Budget Balance
64000 · Conservation					
64001 · Community Outreach	0.00	0.00	0.00	0.00%	0.00
Total 64000 · Conservation	0.00	0.00	0.00	0.00	0.00
65000 · Field Operations					
65100 · Other Field Operations					
65110 · Back Flow Testing	3,000.00	0.00	2,516.59	83.89%	483.41
65120 · Construction Equip Maintenance	9,000.00	0.00	3,604.42	40.05%	5,395.58
65130 · Field Communication	3,400.00	226.32	3,122.82	91.85%	277.18
65140 · Field IT	35,000.00	2,810.69	26,307.00	75.16%	8,693.00
65150 · Laboratory Services	24,000.00	2,028.00	11,934.50	49.73%	12,065.50
65160 · Safety Equipment	6,000.00	1,329.78	1,932.99	32.22%	4,067.01
65170 · Shop Supplies	7,000.00	482.81	3,064.79	43.78%	3,935.21
Total 65100 · Other Field Operations	87,400.00	6,877.60	52,483.11	60.05%	34,916.89
65200 · Treatment	31,300.00	2,982.00	31,243.51	99.82%	56.49
65300 · Pumping					
65310 · Maintenance	25,000.00	631.11	22,962.34	91.85%	2,037.66
65320 · Electricity & Fuel	260,000.00	19,951.93	205,046.41	78.86%	54,953.59
Total 65300 · Pumping	285,000.00	20,583.04	228,008.75	80.00%	56,991.25
65400 · Transmission & Distribution					
65410 · Distribution Supplies	59,950.00	9,370.02	43,417.36	72.42%	16,532.64
65430 · Tank Maintenance	6,280.00	0.00	4,948.75	78.80%	1,331.25
65440 · Contract Repairs	84,000.00	0.00	80,235.30	95.52%	3,764.70
65450 · Valve Replacements	10,000.00	0.00	0.00	0.00%	10,000.00
65460 · Paving Repairs	18,700.00	0.00	0.00	0.00%	18,700.00
Total 65400 · Transmission & Distribution	178,930.00	9,370.02	128,601.41	71.87%	50,328.59
65500 · Transportation					
65510 · Fuel	16,735.00	1,246.53	16,731.05	99.98%	3.95
65520 · Maintenance	4,265.00	117.70	3,562.23	83.52%	702.77
Total 65500 · Transportation	21,000.00	1,364.23	20,293.28	96.64%	706.72
Total 65000 · Field Operations	603,630.00	41,176.89	460,630.06	76.31%	142,999.94
Total 60000 · Operating Expenses	2,275,208.00	253,058.70	2,028,448.07	89.15%	246,759.93
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	152,273.00	0.00	152,273.00	100.00%	0.00
69110 · Interest	48,650.00	-759.00	47,891.11	98.44%	758.89
Total 69100 · Revenue Bond	200,923.00	-759.00	200,164.11	99.62%	758.89
69125 · AMI Meter Loan					
69130 · Principle	52,948.00	0.00	53,307.14	100.68%	-359.14
69135 · Interest	5,566.00	-23.25	5,183.53	93.13%	382.47
Total 69125 · AMI Meter Loan	58,514.00	-23.25	58,490.67	99.96%	23.33
69200 · PERS ADP Loan					
69205 · Principle	30,000.00	30,000.00	30,000.00	100.00%	0.00
69210 · Interest	1,739.00	1,739.00	1,739.00	100.00%	0.00
Total 69100 · PERS ADP Loan	31,739.00	31,739.00	31,739.00	100.00%	0.00
Total 69010 · Debt Service	291,176.00	30,956.75	290,393.78	99.73%	782.22
69400 · Other Non-Operating Expense	43.00	0.00	0.00	0.00%	43.00
Total 69000 · Non-Operating Expenses	291,219.00	30,956.75	290,393.78	99.72%	825.22
Total Expense	2,566,427.00	284,015.45	2,318,841.85	90.35%	247,585.15
Net Ordinary Income	583,508.00	185,627.65	837,217.60		
Net Income	583,508.00	185,627.65	837,217.60		

Rio Linda Elverta Community Water District
UNAUDITED CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2022-23
 As of June 30, 2023

	GENERAL		FUTURE CAPITAL IMPROVEMENT PROJECTS		VEHICLE & LARGE EQUIPMENT REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	594,000.00	594,000.00	-	-	-	-
Operating Fund Transfers Out	(59,000.00)	(59,000.00)				
CIP Fund Intrafund Transfers	(312,737.00)	(312,737.00)	302,737.00	302,737.00	10,000.00	10,000.00
PERS ADP Loan Payment						
Principle			30,000.00	30,000.00		
Interest			1,739.00	1,739.00		
Investment Revenue	85.00	97.54	110.00	2,014.68	-	-
PROJECTS						
A - WATER SUPPLY	-					
A-1 - Miscellaneous Pump Replacements	40,000.00	6,642.78				
Total A - WATER SUPPLY	40,000.00	6,642.78	-	-	-	-
B - WATER DISTRIBUTION						
B-1 - Service Replacements	30,000.00	-	-	-	-	-
B-2 - Small Meter Replacements	120,000.00	75,427.11	-	-	-	-
B-3 - Large Meter Replacements	5,000.00	-	-	-	-	-
B-4 - Pipeline Replacement	-	-	478,844.00	448,741.50	-	-
B-5 - Valve Vault Cover Replacement	18,100.00	18,100.00	-	-	-	-
Total B - WATER DISTRIBUTION	173,100.00	93,527.11	478,844.00	448,741.50	-	-
M - GENERAL PLANT ASSETS						
M-1 - Urban Water Management Plan	50,000.00	50,000.00	-	-	-	-
Total M - GENERAL PLANT ASSETS	50,000.00	50,000.00	-	-	-	-
TOTAL BUDGETED PROJECT EXPENDITURES	263,100.00	150,169.89	478,844.00	448,741.50	-	-

Rio Linda Elverta Community Water District
Unaudited Capacity Revenue Profit & Loss Budget Performance
 April - June 2023

	<u>Annual Budget</u>	<u>Apr-Jun 23 Current QTR</u>	<u>Jul 22-Jun 23 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	1,000.00	5,444.40	11,369.26	1,136.93%	-10,369.26
	<u>1,000.00</u>	<u>5,444.40</u>	<u>11,369.26</u>	<u>1,136.93%</u>	<u>-10,369.26</u>
44100 · Capacity Fee Revenue	500,000.00	-148,785.49	261,134.36	52.23%	238,865.64
Total Income	<u>501,000.00</u>	<u>-143,341.09</u>	<u>272,503.62</u>	<u>54.39%</u>	<u>228,496.38</u>
Gross Income	<u>501,000.00</u>	<u>-143,341.09</u>	<u>272,503.62</u>	54.39%	228,496.38
Net Income	<u>501,000.00</u>	<u>-143,341.09</u>	<u>272,503.62</u>		

Rio Linda Elverta Community Water District
UnAudited Surcharge 1 Profit & Loss Budget Performance
 April - June 2023

	<u>Annual Budget</u>	<u>Apr-Jun 23 Current QTR</u>	<u>Jul 22-Jun 23 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41111 · Dividend Revenue	0.00	697.85	2,247.64	100.0%	-2,247.64
41112 · Interest Revenue	1,000.00	5,527.02	11,446.34	1,144.63%	-10,446.34
41113 · Market Value Adjustment	0.00	-1,619.48	-5,111.58	100.0%	5,111.58
	<u>1,000.00</u>	<u>4,605.39</u>	<u>8,582.40</u>	<u>858.24%</u>	<u>-7,582.40</u>
43010 · Surcharge 1 Revenue	<u>523,374.00</u>	<u>148,237.35</u>	<u>528,926.77</u>	<u>101.06%</u>	<u>-5,552.77</u>
Total Income	<u>524,374.00</u>	<u>152,842.74</u>	<u>537,509.17</u>	<u>102.51%</u>	<u>-13,135.17</u>
Gross Income	524,374.00	152,842.74	537,509.17	102.51%	-13,135.17
Expense					
69150 · Surcharge 1 Loan					
69155 · Principle	379,389.00	190,918.59	379,401.81	100.0%	-12.81
69160 · Interest	81,966.00	38,783.04	80,977.14	98.79%	988.86
69170 · Admin Fees	2,300.00	593.86	2,183.85	94.95%	116.15
Total 69150 · Surcharge 1 Loan	<u>463,655.00</u>	<u>230,295.49</u>	<u>462,562.80</u>	<u>99.76%</u>	<u>1,092.20</u>
Total Expense	<u>463,655.00</u>	<u>230,295.49</u>	<u>462,562.80</u>		
Net Income	<u>60,719.00</u>	<u>-77,452.75</u>	<u>74,946.37</u>		

**Rio Linda Elverta Community Water District
Surcharge 2 Profit & Loss Budget Performance
April - June 2023**

	<u>Annual Budget</u>	<u>Apr-Jun 23 Current QTR</u>	<u>Jul 22-Jun 23 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	500.00	22.24	86.22	17.24%	413.78
	<u>500.00</u>	<u>22.24</u>	<u>86.22</u>	<u>17.24%</u>	<u>413.78</u>
43050 · Surcharge 2 Revenue	439,019.00	123,271.08	439,755.63	100.17%	-736.63
Total Income	<u>439,519.00</u>	<u>123,293.32</u>	<u>439,841.85</u>	<u>100.07%</u>	<u>-322.85</u>
Gross Income	439,519.00	123,293.32	439,841.85	100.07%	-322.85
Expense					
69175 · Surcharge 2 Loan					
69180 · Principle	230,000.00	0.00	230,000.00	100.0%	0.00
69185 · Interest	81,920.00	0.00	80,033.33	97.7%	1,886.67
Total 69175 · Surcharge 2 Loan	<u>311,920.00</u>	<u>0.00</u>	<u>310,033.33</u>	<u>99.4%</u>	<u>1,886.67</u>
Total Expense	<u>311,920.00</u>	<u>0.00</u>	<u>310,033.33</u>		
Net Income	<u><u>127,599.00</u></u>	<u><u>123,293.32</u></u>	<u><u>129,808.52</u></u>		



**Items for Discussion and Action
Agenda Item: 5.1**

Date: August 28, 2023
Subject: General Manager’s Report
Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

The General Manager will provide a written report of District activities over the period since the last regular Board meeting. The Board may ask for clarifications and may also provide direction in consideration of the reported activities.

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



Date: August 28, 2023
Subject: General Manager Report
Staff Contact: Timothy R. Shaw, General Manager

For the given month, I participated in the following reoccurring meetings and special events.

I wish to formally acknowledge the operations staff for their efforts in repairing leaks. So far this month, the staff has repaired 15 leaks.

1. On July 31st, I had a preliminary meeting with UBEO, a technology services provider with services including multi-function printers, phone service and computer network equipment and support.
2. On August 2nd (morning), I participated in a meeting of the Water Forum.
3. On August 2nd afternoon, I participated in a meeting of the State Water Board administrative hearing on readoption of the Hexavalent Chromium Maximum Contaminant Lever (MCL).
4. On August 9th, I participated in the monthly meeting of the RLECWD Executive Committee.
5. On August 22nd, UBEO was onsite to assess District technology needs.
6. On August 24th, I participated in a meeting of the Water Forum.

Throughout the reporting period, additional demands for resources were incurred from:

- Review of District Responses to United States discovery requested documents.
- Finalizing the District's operating and capital budget.
- Multiple requests for documents and information from a Board Member.

The District continues to be impacted by supply chain delays. Inflation cooled last month but has started trending upward this month.



**Items for Discussion and Action
Agenda Item: 5.2**

Date: August 28, 2023
Subject: Contract District Engineer’s Report
Staff Contact: Mike Vasquez, Contract District Engineer

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

The Contract District Engineer will provide a written report of District activities over the period since the last regular Board meeting. The Board may ask for clarifications and may also provide direction in consideration of the reported activities.

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

23 August 2023

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District
From: Mike Vasquez, PE, PLS, Principal Engineer (EKI), Contract District Engineer (RL/ECWD)
Subject: **District Engineer's Report for the 28 August 2023 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 20 July 2023 to 23 August 2023:

1. General District Engineering:

- a. Sacramento Area Sewer District (SASD) Upper Dry Creek Interceptor Relief Project (28th Street, U Street to Elkhorn Boulevard): Staff received a plan set from SASD to review the proposed installation of a new 36" diameter sewer trunk main varying in depth from 15 feet to 32 feet. The purpose of the review was to determine any conflicts the horizontal and vertical alignments of the proposed sewer main may have with the District's water facilities. No major conflicts were found.
- b. Sacramento Area Sewer District (SASD) Linda Manor Septic to Sewer Project (West Second Street, South of Marysville Boulevard): Staff received an exhibit from SASD to review the proposed installation of new sewer mains to replace septic systems for a community at Chisum Avenue, Willis Avenue, and Magdalena Street. Staff reviewed the exhibit and determined no major conflicts would exist between the District's water facilities and the proposed sewer project. Staff requested to review plans for the sewer project once they are available to perform a detailed review.

2. Active Development Reviews (only projects with updates from the last Board Meeting):

- a. No development reviews this period.

3. CIP Dry Creek Road Pipe Replacement Project Phase 1 & 2:

- a. Construction contractor Rawles Engineering, Inc. has installed Phase 2 of the pipeline project which includes 600 linear feet of 8" diameter ductile iron water main. The new pipeline was disinfected, water services were connected, and the pipeline is now in service. The total amount of 8" ductile iron water main installed on Dry Creek Road is 2,075 linear feet for both Phases 1 and 2.
- b. Remaining work includes speed bump restoration, asphalt slurry seal of the eastern one half of Dry Creek Road, and final clean up. This work will be completed upon a project punch list inspection with Sacramento County and is anticipated to be completed by September 30, 2023.
- c. Staff received and processed the construction contractor's fourth progress payment request on 8/23/2023.
- d. Staff coordinated with the construction contractor throughout this period to answer installation questions and performed routine site visits to observe construction.

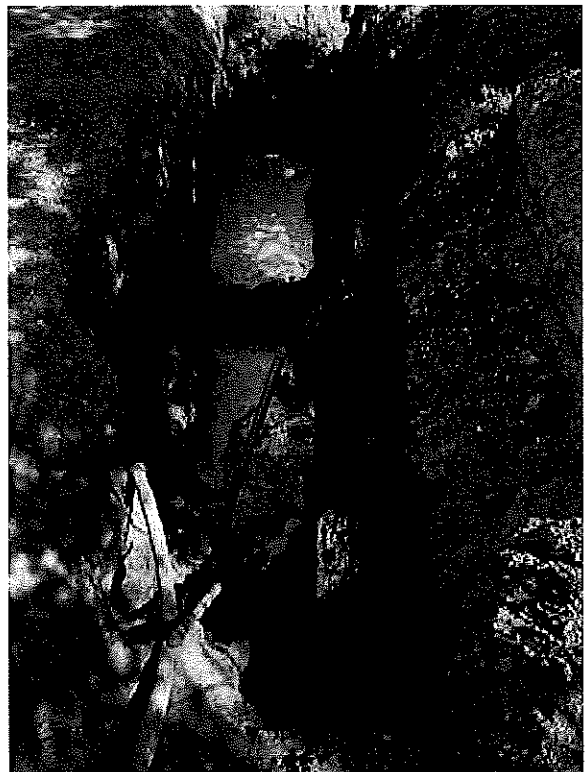
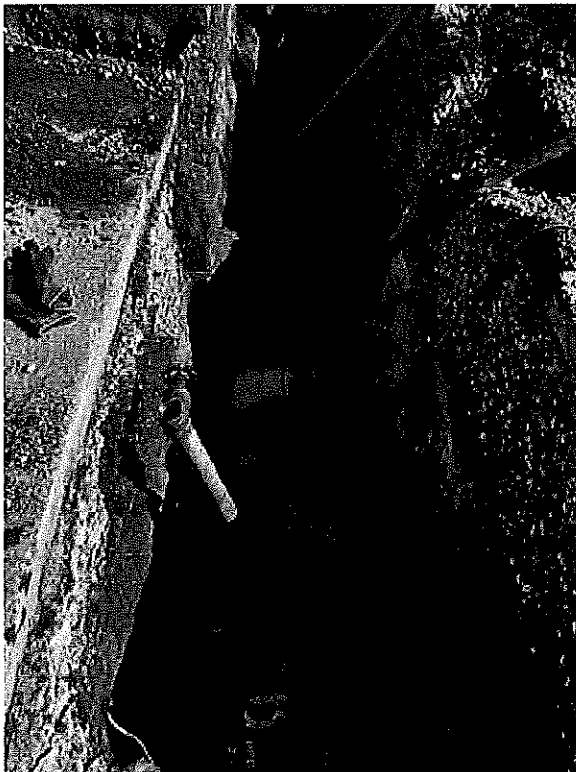
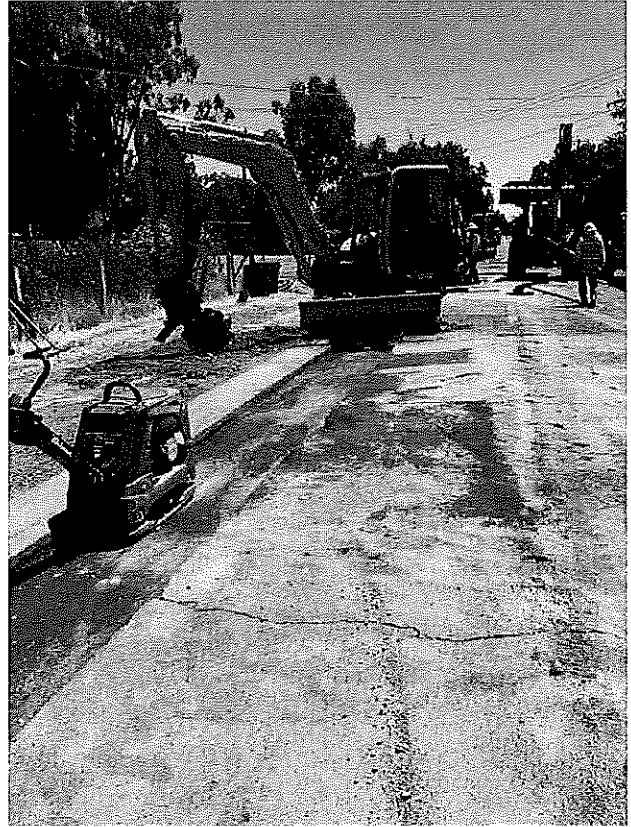
- e. Phase 2 of the pipeline project terminated approximately 500 feet north of the Dry Creek Road and Q Street intersection. The remaining 500 linear feet from the south end of Phase 2 to the Dry Creek Road and Q Street intersection is planned to be installed using 2024/2025 fiscal year Capital Improvement Program budget for the District's Annual Pipe Replacement Program, beginning in July 2024 upon authorization to proceed from the Board of Directors at that time.
- f. Please see construction progress photos of Phase 2 below and on the next page.

Please contact me directly at the office (650) 292-9112, cell phone (530) 682-9597, or email at mvasquez@ekiconsult.com with any questions or require additional information.

Very truly yours,

Mike Vasquez, PE, PLS
Principal Engineer (EKI), District Engineer (RL/ECWD)







**Items for Discussion and Action
Agenda Item: 5.3**

Date: August 28, 2023

Subject: Authorize Mailing of Bimonthly Waterways Newsletters

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was discussed at the August 9th Executive Committee meeting. The Executive Committee forwarded this item onto the August 28th Board agenda with the Committee’s recommendation for Board approval.

Current Background and Justification:

Recurringly, public members attending Board and Committee meetings have encouraged the Board to resume mailing of the “President’s Corner” newsletter. The prior debate over inclusion of the President’s Corner (and all iterations of elected Board Members’ names) appears to have resolved by acknowledging the Political Reform Act prohibitions.

The focus for contemplating mailing the Waterways newsletter now shifts to costs and logistics. The approximate bimonthly cost for additional printing and paper is currently \$80 per billing cycle. The District anticipates some billing cycles will not accommodate the additional sheets of printed paper due to inclusion of other documents in with the bills.

If the Board authorizes mailing of the Waterways, the first billing cycle will be bills mail on or about September 29th.

Currently the District has approximately 350 paperless customers, who will NOT receive the Waterways, staff will look into means to email these customers copies of the Waterways newsletters.

Conclusion:

Sample Motion: move to authorize mailing of the bimonthly Waterways newsletters.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

The Rio Linda / Elverta WaterWays

A Publication of the Rio Linda-Elverta Community Water District
 P.O. Box 400, Rio Linda, CA 95673
 916-991-1000
 www.rlecwd.com

5/20/2023 – 7/20/2023 Billing Period



Bills will be mailed no later than July 31, 2023, for the period of 5/20/2023 to 7/20/2023. The fee free date is **August 22, 2023**. ** Late fee of \$6.00 will be applied to all outstanding bills on **August 23, 2023**. Also, please note that there is a \$50.00 charge for any after-hours turn on.

Payment arrangements can be made in the District Office or found on the district's website. Office hours are Monday through Friday, 7:00am to 4:00pm. Payment arrangements must be made at least one day before the Free Fee Date. For this billing cycle, payment arrangements must be made by August 21st. Payments can be made online, via postal service, and at the District Office's night depository slot located next to the main door for checks and money orders. Reminder, the District Office does **Not Accept Cash.

Effective July , 2023 – Service Charges / per Resolution no. 2021-03

Meter Size	<u>Bi-Monthly Service Charge</u>	+	<u>*Capital Improvement Surcharge</u>	+	<u>Surcharge</u>	=	<u>Total Bi-Monthly</u>
5/8"	\$36.64		\$19.00		\$15.80		\$71.44
3/4"	\$36.64		\$19.00		\$15.80		\$71.44
1"	\$57.83		\$19.00		\$15.80		\$92.63
1-1/2"	\$110.79		\$19.00		\$15.80		\$145.59
2"	\$174.35		\$19.00		\$15.80		\$209.15
3"	\$375.63		\$19.00		\$15.80		\$410.43
4"	\$672.24		\$19.00		\$15.80		\$707.04
Inactive	\$36.64		\$19.00		\$15.80		\$71.44

*California Department of Public Health Compliance Order No. 01-09-07-CO-004

Volume Rates charges per 100 cubic feet or portion thereof as follows:

Cubic Feet Used	30%	40%	50%	
Meter Sizes 5/8" – 4"	Normal Supply	Stage 2	Stage 3	Stage 4
Single Family Residential				
Tier 1: 0-17 ccf	\$1.80	\$2.45	\$2.81	\$3.32
Tier 2: 17+ ccf	\$2.28	\$3.14	\$3.62	\$4.29
Commercial, institutional, and Industrial CII (all uses)				
	\$2.03	\$2.90	\$3.39	\$4.07
Irrigation (all uses)	\$2.33	\$3.32	\$3.88	\$4.65

Customer Appeals

Customers who are disputing charges will need to complete the **Customer Appeal of Charges Form** , if you wish to appeal to the Board of Directors. Note: If your water service is already disconnected, this form will NOT restore service.

Payment Options

ACH Payments – prearranged scheduled withdrawal from your financial institutions checking or savings account. To sign up for this service complete the ACH Application and mail or drop off at the RLECWD District office or email to questions@rlecwd.com.

Recurring Credit/Debit Card payments – (contact the District Customer Service Team for more information at (916) 991-1000.) Please visit the District Office to set up this service. Convenience fees will apply.

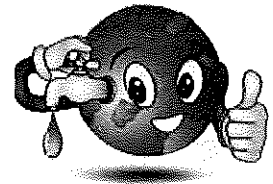


In Person – Visa, MasterCard or Discover, Check, Money Order, and Cashier's Check

Payment Arrangement – If you are experiencing a financial hardship, the PAYMENT ARRANGEMENT FORM allows you to make an arrangement to pay our bill on a future date with no penalties

How Much Water Do We Use?

Typical water-use patterns vary according to geography, climate, lot size and other factors. As a rule, per capita water use is higher in hotter, inland regions such as here in the Sacramento area compared to the cooler conditions found along the coast. Before our recent 5-year drought, the average household in the Sacramento region used **380 gallons a day**.



Typically, 65% (~250 gallons) of a household's water is used outdoors leaving about 35% (~130 gallons) for indoor use.

How do you use water at home? Are you overwatering your lawn? How do you know you are overwatering?

- Taking a 10-minute shower ... 25-40 gallons
- Drinking ... 1/2 gallon
- Leaking toilet (per day) ... 60 gallons
- Washing clothes ... 35 – 50 gallons
- Washing the car ... 50 gallons
- Brushing your teeth ... 2 – 5 gallons
- Watering the lawn and yard ... 180 gallons
- Flushing the toilet (once) ... 1.6 – 7 gallons



**Items for Discussion and Action
Agenda Item: 5.4**

Date: August 28, 2023

Subject: Revisions to District Policy 2.01.150, Preparation and Posting of Agendas

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The August 9th Executive Committee continued discussion of the proposed revisions to District Policy 2.01.150. The Executive Committee forwarded this item onto the August 28th Board agenda with the Committee’s recommendation for Board approval.

Current Background and Justification:

The proposed revisions to policy 2.01.150 have been discussed at the past several public meetings, as well as similar discussions 5-years ago, in 2018. The current policy has been described as “awkward”. The recent interpretations of the policy as well as the debate 5-years ago reflect that the current policy has been interpreted differently among Board Members.

Conclusion:

Sample Motion : move to authorize proposed revisions to policy 2.01.150.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Tim Shaw

From: Tim Shaw
Sent: Friday, September 14, 2018 8:58 AM
To: Mary Harris
Subject: RE: 20180917 DRAFT Agenda

Mary:
Good questions with correspondingly good answers. Item 4.8 is on the agenda because Director Green requested it be placed on the agenda. I cannot attend the ACWA fall conference in San Diego for the last week in November. The District critical path issues of MOU renewal, Elverta Specific Plan development, and others make it infeasible for me to attend. Additionally, the cost with airfare, hotel, registration and rental car are too substantial to be casual and assume somehow things will work out.

Item 4.9, as I've mentioned at previous board meetings, is now a standing item. It will occur at every regular meeting agenda, even though you may not anticipate making an assignment. This is necessary to comply with District policies 2.01.065 and 2.01.50 as well as California Water Code for Director compensation. It is needed to protect the Directors. Please note that the fine for violating the Public Resource Code, compensating a director for activities that were not authorized by the Board at a regular meeting in public are \$1,000 per infractions. It's not worth getting \$100 and paying \$1,000 in fines (plus the hit to the District's image), when it could have easily been precluded with this standing item, Item 4.9.

Tim Shaw
GM at RLECWD

From: Mary Harris
Sent: Friday, September 14, 2018 8:45 AM
To: Tim Shaw <GM@rlecwd.com>
Subject: RE: 20180917 DRAFT Agenda

Good Morning Tim. I'm not sure why these two items have placed Agenda items 4.8 and 4.9. Paul Green has already been pre-approved when he was appointed to attend ACWA meetings...or is this item on the agenda because Mary Henrici is wanting to go as well?
As for Agenda item 4.9 it should be removed because I am not appointing any additional committees unless you have something in mind?

From: Tim Shaw
Sent: Thursday, September 13, 2018 3:47 PM
To: Mary Harris <MHarris@rlecwd.com>
Cc: 9169913100@vzwpx.com
Subject: 20180917 DRAFT Agenda

Mary:
Attached is the Draft agenda for the September 17th meeting.

Tim Shaw
GM at RLECWD

From: Tim Shaw
Sent: Wednesday, May 30, 2018 1:26 PM
To: Mary Harris <MHarris@rlecwd.com>
Subject: Text from 916 991-3100 Regarding Chair's Role in Agenda Preparation
Importance: High

Mary:

Thanks for the look up and policy citation. I sincerely apologize for taking actions which are different than you would have preferred, e.g. cancelling the June 1st Planning Committee. I feel I made the best decision I could make in consideration of all the feedback I had received...when I received it. If I had any knowledge that your ability to "receive important messages when they are sent" (your words after I configured your auto-forward of RLECWD messages to your Softcom account) was compromised, I would have sent you a text or telephoned to indicate a time-sensitive message had been sent.

As I replied when you first walked into my office in December and suggested that you and I collectively create the agendas, I do not believe our interpretations are similar. Consulting with the Board President does not mean the President helps create the agenda. It does not mean the President has the power to veto items from the agenda, or to overrule a committee's recommendation to have an item on the agenda. Further, the current time restrictions for posting agendas at least 72-hours prior to the meetings (Committees and Board meetings) does not support any sort of review and approve process by the President prior to posting.

However, my interpretation is not the last word. I'm endeavoring to be reasonable here, and I am ever mindful that I work for five bosses. If you believe policy 2.01.150 empowers you to control agenda content, we should at least check with the rest of the Board. Ultimately, if the majority of the Board thinks, as you do, that the President is expected to have a larger role in the agenda preparation process, the policy should be clarified because "consulting" is a subjective term. For example, I have consulted with you on items where I wasn't sure whether the item should or should not be placed on the agenda. My interpretation was that it is an as-needed basis. This does not mean that I must consult with you on every item that is on the agenda. It does not mean that your authority as Board President is greater than any other single board member.

Another point of clarification, which your read on the application of policy 2.01.150 creates, is the President's role in preparing committee agendas, including cancelling, postponing or deciding which of the two standing committees should discuss a particular item. The policy does not indicate the application is solely for the Board meeting agendas. However, the context (the entire section 2.01.100 et seq) regards only Board meetings committee meetings are not covered. Additionally, a reasonable (again, just my opinion and need to serve five bosses) interpretation concludes that the District should not engage in a practice where one Director overrules two directors. There is content in the remaining portions of 2.01.150, which you did not include in your text, that prescribe remedies for when a single, non-chair Director wants an item on the agenda and when the majority of directors want items on the agenda.

No matter how you slice it, there is nothing but trouble if we engage/enable practices entailing one Director's ability to veto another Director via the application or interpretation of policies. The Chair should not be able to overrule a Committee's direction unless it is unavoidably necessary. It may be required/necessary, for example, if the Committee (of any single Director) directs something which may have significant legal or other deleterious consequences. In such circumstance, the GM, the Chair and Legal Counsel should huddle up to prescribe needed course corrections. The District should not engage and enable an abuse of such authority to unilaterally foster an individual Director's agenda.

Collectively, I need direction from the entire Board. Among other things, the Board needs to provide clear and consistent direction to its executive officer. A conversation needs to occur to set priorities. The role of the Chair you're asserting, if shared by the majority of the Directors, needs to be implemented with some additional time restrictions. I simply cannot meet the 72-hour posting requirements for agendas and corresponding documents if there is an additional level of review and approval expected. We will also need to have additional contingency plans to accommodate changes to the Chair's availability. Posting deadlines are not extended because the Chair is unable to respond to requests for approval.

Agenda Item 5.4

P.S. My response by e-mail to a text you sent is also a corrective attempt to comply with the current Policy regarding Board Member correspondence. It would be helpful, and more aligned with the e-mail policy if you courtesy copied gm@rlecwd.com on texts you send to me.

Timothy R. Shaw

General Manager

Rio Linda / Elverta Community Water District

(916) 991-8891

From: 5306822385@vzwpix.com <5306822385@vzwpix.com>

Sent: Wednesday, May 30, 2018 11:24 AM

To: Tim Shaw <GM@rlecwd.com>

Subject:

Text from 916 991-3100:

FYI...RLECWD Policy manual: 2.01.150 The Secretary shall prepare the agenda for the meeting containing a brief description of each agenda item and post it 72 hours prior to the regular board meeting after consulting with the President.

Executive Committee Recommend Revisions to 2.01.150

2.01.150 Preparation and Posting of Agendas

(Amended Resolution 2008-08, 3/30/09 minutes)

Agendas for regular and special Board meetings are prepared by the Board Secretary. Pursuant to the Ralph M. Brown Act, regular meeting agendas must be posted and distributed at least 72-hours prior to the scheduled beginning of each regular meeting of the Board of Directors. Special meeting agendas must be posted at least 24-hours prior to the scheduled beginning of the meeting.

In preparing the agendas, the Board Secretary will implement direction from the District's standing committee(s). Additionally, any individual Board Member may request an item be placed on the agenda provided that the individual Board Member makes such a request at least 24-hours prior to the agenda being finalized.

Individual Board Member's request for agenda items may be referred to the full Board if the individual Board Member's requested agenda item can be reasonably anticipated to result in charges from Legal Counsel. Examples of reasonably anticipated Legal Counsel charges include, but are not limited to, closed session items.

During regular Board meetings, the Board of Directors has the authority to add and remove agenda items. Added agenda items must meet specific criteria. The proposed added item must have arisen after the agenda was finalized **and** the proposed item must be time-sensitive, i.e., negative consequences may occur if the item were to be delayed until the next regular meeting of the Board. - Revised 7-24-2023

Current Policy Adopted in 2008, Revised in 2009 and 2022

2.01.150 Agendas.

(Amended Resolution 2008-08, 3/30/09 minutes)

The Secretary shall prepare the agenda for the meeting containing a brief description of each agenda item and post it at least 72 hours prior to the regular Board meeting after consultation with the President. If a Board member twenty-four (24) hours prior to the posting of the agenda requests a matter be placed on an agenda, the Secretary shall include an item on the agenda to permit discussion of the matter, subject to approval by the President.

Revision Proposed by Mary Harris on 8-23-2023

Proposed - Revised Policy 8-28-2023

2.01.150 Agendas.

Pursuant to the Ralph M. Brown Act, the Secretary shall prepare the agenda for the meeting containing a brief description of each agenda item and post it at least 72 hours prior to the regular Board meeting after consultation with the Board President.

If a Board member twenty-four (24) hours prior to the agenda being finalized requests a matter be placed on an agenda, the request shall be submitted in writing with supporting documents and information, if any. The Secretary shall include an item on the agenda to permit discussion of the matter.

Under Robert's Rules, if individual Board Members request an item be placed on the agenda that can be reasonably anticipated to result in charges from Legal Counsel. Examples of reasonable anticipated Legal Council charges include, but are not limited to, closed session items. The items may be referred to the full Board for approval by the majority of the board at the beginning of the meeting, and only at this point is it binding.



**Items for Discussion and Action
Agenda Item: 5.5**

Date: August 28, 2023

Subject: Consider Authorizing Board Member Compensation for Participating in Sacramento Groundwater Authority 25th Anniversary Social Meeting

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was not discussed at the Executive Committee.

Current Background and Justification:

District policy requires Board prior approval for Board Member compensation associated with attendance of meetings. The Board has approved attendance for Sacramento Groundwater Authority (SGA) regular and special meetings.

Occasionally, SGA holds meetings for social purposes, i.e., no business is conducted. These social meetings require additional authorization to provide Board Member compensation for attendance. Additionally, these SGA social meetings typically entail an advance payment for food and drinks. The SGA 25th anniversary meeting requires payment of \$30 per attendee.

The last SGA social was the Holiday social. The Board authorized Board Member compensation, but declined to pay the advanced payment for food and drinks.

Conclusion:

Sample Motions:

- 1 -move to authorize Board Member compensation for attending the SGA 25th anniversary social.
- 2- move to authorize advance payment of \$30 for food and drinks.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



**Items for Discussion and Action
Agenda Item: 5.6**

Date: August 28, 2023

Subject: Authorize any new Board Member Assignments (committees and other) announced by the Chair pursuant to District Policy 2.01.065

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A, this is a standing item on all regular meeting agendas.

Current Background and Justification:

District policy and various statutes stipulate Board approval of any Board Member assignments.

This is a standing item, which occurs on every regular meeting agenda.

Conclusion:

I recommend the Board consider approving any specific nominations and assignments as may be deemed necessary and appropriate.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____

(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



**Information Items
Agenda Item: 6.1**

Date: August 28, 2023

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

DISTRICT ACTIVITY REPORTS

1. Operations Report
2. Completed and Pending Items Report
3. Conservation Report
4. Leak Repair Report

RIO LINDA/ELVERTA C.W.D. 2023

REPORT OF DISTRICT OPERATIONS

SOURCE WATER DATA

44

Water Production (Million Gallons)

January	February	March	April	May	June	Year To Date
42	36.1	39.6	47.3	74.9	88.1	
42,034,558	36,097,520	39,545,256	47,285,568	74,863,944	88,145,580	
July	August	Sept.	Oct.	Nov.	Dec.	
110.9						438.90
110,932,208						
						438,904,634
						58,677,090
						586,771
						1,347

Monthly Total

Gallons = Multiply M.G. by: 1,000,000
 Cubic Feet = Divide gallons by: 7.48
 Hundred Cu Ft. = Divide cu. ft. by: 100
 Acre Ft. = Divide gallons by: 325,829

110,932,208
14,830,509
148,305
340.46

Gallons	438,904,634
Cubic Feet	58,677,090
Hundred Cubic Feet	586,771
Acre Ft.	1,347

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total (Low Psi Complaints)

January	February	March	April	May	June	Year To Date
0	2 (2)	0	0	3 (2)	0	
July	August	Sept.	Oct.	Nov.	Dec.	
1						6

New Services

New Construction	1	1
Existing Homes	0	2
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4671

Distribution System Failures/Repairs

Deterioration July 1 thru 31	3	34
Damaged July 1 thru 31	0	1

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	16	120
Raw Water Bacteriological Samples (at Wells)	0	22

July 1, 2023 - July 31, 2023

3 - Distribution leaks repaired by District staff, 0 - by Contractor or with Contractor assistance.

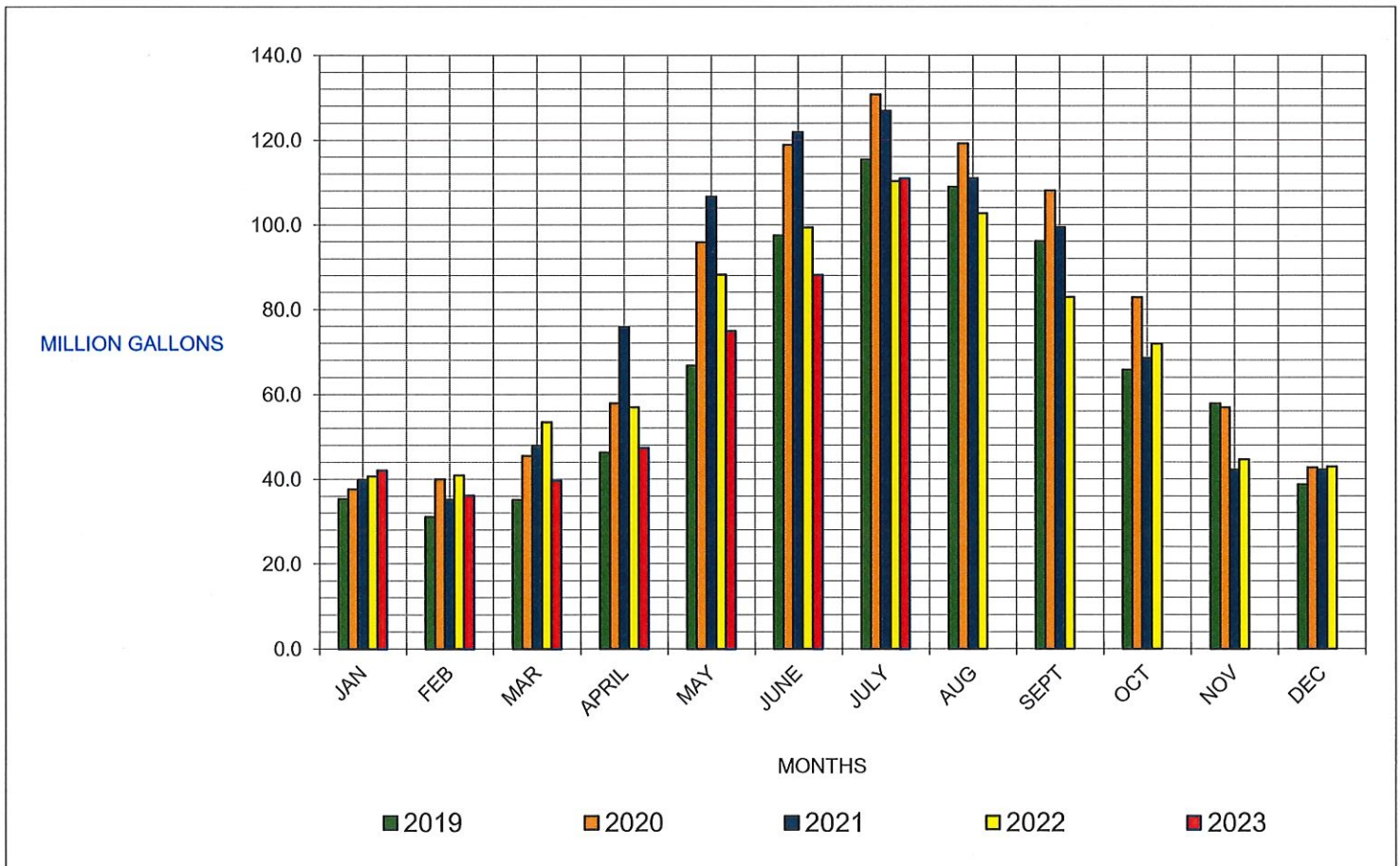
Work Orders Issued - 40	Work Orders Completed - 43	USA's Issued - 85
Water Audit - 1	Water Audit - 1	
Change Out Meter - 17	Change Out Meter - 22	
Disconnect Service - 5	General Complaint - 1	
Line Leak - 1	Disconnect Service - 5	
Possible Leak - 9	Install New Service - 1	
New Service Quote - 1	Line Leak - 1	
Tag Property - 2	Possible Leak - 7	
Turn Off Service - 1	Tag Property - 2	
Turn On Service - 2	Taste or Odor Complaint - 2	
	Turn On Service - 1	

RIO LINDA/ELVERTA C.W.D.

WATER PRODUCTION

2019 \ 2023

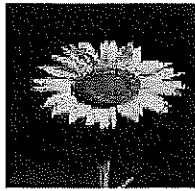
Month	Water Production in Million Gallons						SSWD Water Purchases				
	2019	2020	2021	2022	2023	Avg.	2019	2020	2021	2022	2023
JAN	35.3	37.6	39.9	40.7	42.0	39.1	0.0	0.0	0.0	0.0	0.0
FEB	31.1	40.0	35.2	40.9	36.1	36.7	0.0	0.0	0.0	0.0	0.0
MAR	35.1	45.5	47.9	53.5	39.6	44.3	0.0	0.0	0.0	0.0	0.0
APRIL	46.3	57.9	75.8	57.0	47.3	56.9	0.0	0.0	0.0	0.0	0.0
MAY	66.8	95.9	106.6	88.2	74.9	86.5	0.0	0.0	0.0	0.0	0.0
JUNE	97.5	118.9	121.9	99.4	88.1	105.2	0.0	0.0	0.0	0.0	0.0
JULY	115.4	130.7	126.8	110.3	110.9	118.8	0.0	0.0	0.0	0.0	0.0
AUG	108.9	119.2	110.9	102.7		110.4	0.0	0.0	0.0	0.0	
SEPT	96.1	108.1	99.4	82.9		96.6	0.0	0.0	0.0	0.0	
OCT	65.8	82.8	68.5	71.9		72.3	0.0	0.0	0.0	0.0	
NOV	57.8	56.9	42.2	44.6		50.4	0.0	0.0	0.0	0.0	
DEC	38.7	42.7	42.2	42.9		41.6	0.0	0.0	0.0	0.0	
TOTAL	794.8	936.2	917.3	835.0	438.9	870.3	0.0	0.0	0.0	0.0	0.0





**PENDING AND COMPLETED ITEMS
8-28-2023 BOARD OF DIRECTORS MEETING**

1. **Coordinating with cellular service lease rights holder to service the cathodic protection system on the elevated water storage tank.** – Staff pushed Diamond Communication for cooperation with cell phone companies on the tower (e.g., Verizon) to complete the needed refurbishments. Diamond responded by phone that they will not cooperate. – **Pending**
2. **Submittal of the Water Use Efficiency Objective** – The submittal is due at the end of this calendar year. This submittal requires computation and inclusion of other compliance mandates, e.g., the Water Loss Standard and the Outdoor water use standard. The August 9th Executive Committee received a status report from the Contract District Engineer. **Pending**
3. **SB-606 and AB-1668 planning for compliance** –In the fiscal year 2023/2024 preliminary budgets, staff has created a line item for consulting support on state mandated submittals for water use efficiency items due for submittal later this calendar year. **Pending**
4. **Hexavalent Chromium MCL economic feasibility** The State Water Resources Control Board published their Notice of Proposed Rulemaking on June 16th, The General Manager participated in the public hearing held on August 2nd, which was mostly boiler plate commentary. **Pending**
5. **District outreach to customers following implementation of a new rate structure focused on consumption in compliance with SB 606 / AB 1668 requirements** – The Customer Service / Conservation Coordinator continues to contact customers with leaks and high consumption. A more recent, focused outreach includes pending legislation which would permanently preclude irrigating non-functional turf at Commercial Industrial Institutional (CII) properties with any water source that is NOT recycled water. **Pending**
6. **Mandated Board Member Training** – Some RLECWD Board Members have not completed the mandatory training in ethics and harassment prevention. The online, free computer-based training program regularly sends automated emails to Board Members to remind them of their overdue assignments. **Pending**
7. **Cost of Service Reductions to Mitigate Inflation** –Staff continues to seek out inflation mitigation measures. The more recent focus on mitigation measures on costs for phones and network server. **Pending**
8. **Adoption of Final Budgets for Fiscal Year 2023/2024 Public Hearing of a Public Hearing** – – At the August 28th Boar meeting /Public Hearing, the Board will consider adopting the FY 2023/2024 final budget.– **Pending**
9. **Annual Water Loss Audit and Validation of the same** – Staff has begun preparation of the annual water loss audit. - **Pending**
10. **Annual Direct Levy of Specified Delinquent Accounts** – Resolution 2023-06 is on the agenda for the July 24th meeting. Staff has submitted all required documents to Sacramento County - **Completed**



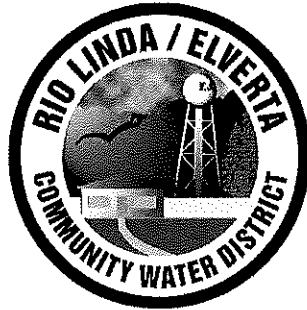
Conservation Report July 2023



Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(0) Nozzle(1) Toilet Tabs(5) Moisture Meters(1) Water Bottles(0) Toilet Tummy(0) Retro-Fit Kits(0) Welcome Kits(0) Kids Kit(0)
Water Waste (calls, emails, letter, leaks detected, and fixed):	1 Water Waste Call(s) 437 contacts about possible leaks using the AMI system -2 were called, 0 was mailed, 435 was emailed, 0 tag was hung 73 were confirmed resolved
Water Schedule:	given to customers with all violation letters and new applications
Surveys	0
Workshops, Webinar, Meetings:	
Fines:	None
Other Tasks:	<ul style="list-style-type: none"> ● Assisted with new customers ● Created/completed work orders ● Disconnect properties with no service application ● Notified and offered customers the ACH payment method ● Closed accounts and final billed customers ● Mailed out application requests to new owners ● Scanned and uploaded documents into UMS ● Reached out to customers with higher than normal water usage ● Verbal Demands ● Created Report for High Usage Exceptions ● Rereads for 7/20/23 billing cycle ● Created Newsletter for 7/20/23 billing cycle
Grant Updates:	None

2023 Leak - Repair Tracking

	Work Order #	Leak Type	Street	Date Reported	Date Repaired	Days
1	23759	Service Line	Silver Crest Circle	1/13/2023	1/18/2023	5
2	23757	Service Line	G Street	1/10/2023	1/11/2023	1
3	23807	Service Line	Rio Linda Blvd	2/7/2023	2/13/2023	6
4	23808	Main	2nd Street	2/7/2023	2/7/2023	0.1
5	23821	Service Line	I Street	2/21/2023	2/21/2023	1
6	23823	Service Line	E Street	2/22/2023	2/22/2023	1
7	23830	Service Line	2nd Street	3/2/2023	3/9/2023	7
8	23840	Service Line	I Street	3/16/2023	3/16/2023	1
9	23819	Service Line	Dry Creek Rd	2/21/2023	4/18/2023	60
10	23827	Service Line	10th Street	3/1/2023	3/1/2023	1
11	23875	Service Line	Fallon Place Ct	3/30/2023	4/5/2023	6
12	23876	Service Line	6th Street	4/3/2023	4/6/2023	3
13	23888	Service Line	M Street	4/12/2023	4/12/2023	1
14	23891	Service Line	20th Street	4/14/2023	4/19/2023	5
15	23896	Service Line	24th Street	4/19/2023	4/20/2023	1
16		Main	Dry Creek & G Street	4/23/2023	4/23/2023	1
17	23897	Service Line	Dry Creek Rd	4/19/2023	4/26/2023	7
18	23900	Service Line	W 2nd Street	4/21/2023	4/25/2023	4
19	23909	Service Line	W 2nd Street	5/1/2023	5/1/2023	1
20	23912	Service Line	I Street	5/1/2023	5/1/2023	1
21	23925	Service Line	M Street	5/4/2023	5/4/2023	1
22	23928	Service Line	Castle Creek Way	5/9/2023	5/11/2023	2
23	23933	Service Line	Withington Ave	5/10/2023	5/16/2023	6
24	23938	Service Line	E Street	5/17/2023	5/24/2023	7
25	23941	Service Line	Dry Creek Rd	5/17/2023	5/17/2023	1
26	23942	Service Line	Elkhorn Blvd	5/17/2023	5/17/2023	1
27	23970	Service Line	Fallon Woods Way	5/28/2023	5/31/2023	3
28	23967	Service Line	I Street	5/25/2023	6/1/2023	7
29	23975	Service Line	Elwyn Ave	6/3/2023	6/3/2023	1
30	23984	Service Line	Silver Tree Ct	6/7/2023	6/7/2023	1
31	23985	Service Line	Castle Creek Wy	6/8/2023	6/8/2023	1
32	24000	Service Line	26th Street	6/21/2023	6/28/2023	7
33	24014	Service Line	E Street	7/3/2023	7/6/2023	3
34	24024	Service Line	Elkhorn Blvd	7/17/2023	7/19/2023	2
35	24033	Service Line	2nd Street	7/26/2023	7/26/2023	1
36						
37						
38						
39						
40						
41						
42						
43						
44						



Information Items
Agenda Item: 6.2

Date: August 28, 2023

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

BOARD REPORTS

- 5.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 5.2.2. Sacramento Groundwater Authority – Harris (primary)
- 5.2.3. Executive Committee – Gifford, Cline
- 5.2.4. ACWA/JPIA – Cline



SACRAMENTO GROUNDWATER AUTHORITY
SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, August 18, 2023
at 9:00 a.m.

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

The Board will discuss all items on this agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on this agenda but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:

The Sacramento Groundwater 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 Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

Join the meeting from your computer, tablet or smartphone

<https://us06web.zoom.us/j/87477001727?pwd=R0pybIMvZzEzbkpwUUFKaEI0dklHdz09>

Phone: 1-669-900-6833

Meeting ID: 874 7700 1727 Passcode: 516752

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 on SGA's website. 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 jpeifer@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. **PUBLIC COMMENT:** Members of the public who wish to address the Board 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. Anyone may request an item be removed for separate consideration.

3.1 Approve the draft meeting minutes of April 13, 2023 regular SGA Board meeting.

3.2 Approve task order 23-01 for professional services between GEI consulting and SGA.

Action: Approve Consent Calendar items as presented

4. **Information/Presentation: NORTH AMERICAN SUBBASIN GROUNDWATER SUSTAINABILITY PLAN ANNUAL REPORT PUBLIC MEETING DEBRIEF**

Presenters: Trevor Joseph, Manager of Technical Services and Raiyna Villasenor, Associate Project Manager

5. **Information/Presentation: NORTH AMERICAN SUBBASIN GROUNDWATER SUSTAINABILITY PLAN APPROVAL FROM THE DEPARTMENT OF WATER RESOURCES**

Presenter: Trevor Joseph, Manager of Technical Services

6. **Information/Presentation: DEPARTMENT OF WATER RESOURCES SUSTAINABLE GROUNDWATER MANAGEMENT ROUND 2 GRANT RECOMMENDATION**

Presenter: Trevor Joseph, Manager of Technical Services

7. **Information/Presentation: SACRAMENTO REGIONAL WATER BANK UPDATE**

Presenter: Trevor Joseph, Manager of Technical Services

8. **Information/Presentation: LEGISLATIVE AND REGULATORY UPDATE**

Presenter: Ryan Ojakian, Legislative and Regulatory Affairs Manager

9. **EXECUTIVE DIRECTOR'S REPORT**

10. **DIRECTORS' COMMENTS**

ADJOURNMENT

Next SGA Board of Director's Meetings:

October 12, 2023, 9:00 a.m. at the RWA/SGA office, 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. The location is subject to change.

Notification will be emailed when the SGA electronic packet is complete and posted on the SGA website at <https://www.sgah2o.org/meetings/board-meetings/>

Posted on: August 10, 2023

Ashley Flores
Ashley Flores, CMC, Secretary

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

August 09, 2023 @ 6:00 P.M. **52**

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: *Two public members present, who both declined the Committee's invitation to comment on subject matter jurisdiction items not appearing on the agenda.*

Items for Discussion:

1.	Engineer's Update.
<i>The Contract District Engineer presented his written report and expounded upon the status of the pipe replacement project, the Capital Improvements Projects List, a planned sewer pipe being installed, and hexavalent chromium treatment. A public member engaged in a demonstrative fashion regarding hexavalent chromium lab results over the years. The crux of the comments seemed to be the reporting criteria in the annual Consumer Confidence reports vs. the individual wells concentrations for each sample date. Staff explained the differences in reporting criteria and further explained that the document the public member was emailed was also a Board packet document from a few months ago.</i>	
<i>Following this item, one of the two public members left the meeting.</i>	
2.	Continue Discussion of Updating the Capital Improvements Projects List Adopted by the Board in April 2020.
<i>The General Manager presented his written report and provided amplification of the District's past consequences for under-funding repair/replacement of District assets (e.g. pumps, pipes tanks etc.). The General Manager further explained the process undertaken by the District in 2019 and 2020 to reduce the Capital Improvement Projects list down to only essential projects instead of spending a relatively small amount of money on a large number of projects, which the District had been doing for years virtually without any projects ever reaching construction stage. The Committee also discussed the transition from the enforcement actions (Compliance Order) requirement to annually allocate \$600,000 for capital improvements, wherein the funding amount was not correlated to actual capital improvement costs and timing.</i>	
<i>The Executive Committee directed staff to bring this item back to a future Executive Committee agenda prior to placing the item on a Board agenda.</i>	
3.	Discuss . the Need and Process to Update the District's Capacity Fee Program.
<i>The General Manager presented his written report and explained that this item was placed on the agenda because of crossover content with the Capital Improvement Projects list. Director Cline, who had previously engaged staff regarding funding for a new office facility in the current capacity fee program, refined his concerns regarding the extent of dilapidation in the office. Director Cline expressed his desire to have further discussions on priorities, funding, and logistics for addressing repairs/replacement of office amenities. The Committee also discussed the need to update the Capacity Fee Study in the future.</i>	

4. Continue Discussing Proposed Revisions to District Policy 2.01.150.
<p><i>The General Manager presented his written report and documents associated with this item. Director Gifford opined that the proposed rewrite of Policy 2.01.150 was good and should be adopted. The public member asked why all of these records from years ago were being brought up again. The public member opined that doing so is counter to the goal of conducting more civil and productive meetings. The Executive Committee members responded that the attempts to increase the authority of the Board President through extensive interpretation of policies is recurring, so the aspects and consequences of the prior attempts are worthy reviews.</i></p> <p><i>The Executive Committee forwarded the proposed revision of Policy 2.01.150 onto the August 28th Board agenda with the Committee's recommendation for Board approval.</i></p>
5. Discuss the Annual Performance Review of the General Manager Process.
<p><i>The General Manager presented his written report and explained some of the past annual processes undertaken for the annual performance review. Director Cline asked about standardized forms and mutually agreed upon performance matrices. The General Manager responded with pros and cons associated with an employment arrangement wherein the employee has five bosses.</i></p> <p><i>The Executive Committee directed staff to place a closed session item on the August 28th Board agenda to conduct the annual performance review of the General Manager.</i></p>
6. Discuss Formal Adoption of the Fiscal Year 2023/2024 Operating and Capital Budget
<p><i>The General Manager presented his written report and explained further revisions to the proposed final budgets, The General Manager had handed out hard copies of the updated budgets to all in attendance at the beginning of the meeting. The General Manager explained the recent changes mostly resulted from continued refinement of the costs and timing associated with the increase in pay for operations employees who transition from Distribution Operators to dual-licensed Treatment and Distribution operators.</i></p> <p><i>The Executive Committee forwarded the item onto the August 28th Board Public Hearing with the Committee's recommendation for Board approval.</i></p>
7. Continue Discussion of Waterways Newsletter
<p><i>The General Manager presented his written report and explained that he estimates the cost for mailing a copy of the Waterways newsletter with each bill to be approximately \$80 per billing cycle (\$480 per year). Director Gifford commented on the suitability of the most recent Waterways newsletter included with the meeting packets, which is posted to the District's website as is each edition of Waterways.</i></p> <p><i>The Executive Committee forwarded the item onto the August 28th Board agenda with the Committee's recommendation for Board approval to begin mailing Waterways with each billing cycle.</i></p>
8. Discuss Expenditures for June 2023.
<p><i>The Executive Committee forwarded the June Expenditures onto the August 28th Board agenda with the Committee's recommendation for Board approval.</i></p>
9. Discuss Financial Reports for June 2023.
<p><i>The Executive Committee forwarded the June Financial Reports onto the August 28th Board agenda with the Committee's recommendation for Board approval.</i></p>

Directors' and General Manager Comments:

X - Server Replacement Options

Adjournment: 7:38 P.M.



Agenda Item: 7

Date: August 28, 2023

Subject: Public Comment for Closed Session

Staff Contact: Timothy R. Shaw, General Manager

7. PUBLIC COMMENT FOR CLOSED SESSION

Public comment for closed session items only. The public is invited to comment on any item listed on the closed session agenda. Each speaker is limited to 2 minutes.



**Closed Session
Agenda Item: 8.1**

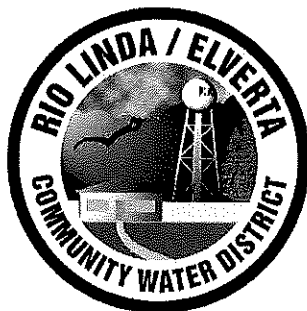
Date: August 28, 2023

Subject: Closed Session

Staff Contact: Timothy R. Shaw, General Manager

8. CLOSED SESSION - The Board of Directors will convene to Closed Session to discuss the following item.

8.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager: The Board will conduct a performance evaluation of the General Manager pursuant to subdivision (b) of California Government Code Section 54957.



**Reconvene Open Session
Agenda Item: 9.1**

Date: August 28, 2023

Subject: Report of Action Taken in Closed Session

Staff Contact: Timothy R. Shaw, General Manager

9.1 Report of Action Taken in Closed Session

The Board will disclose any reportable actions taken and/or directed in closed session.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline:_____ Harris:_____ Jason Green _____ Gifford _____ Young _____.

(A) Yea (N) Nay (Ab) Abstain (Abs) Absent