

Agenda
Rio Linda / Elverta Community Water District
Planning Committee

Sacramento Metro Fire Dept.
6609 Rio Linda Blvd.
Rio Linda, CA 95673

Friday, April 5, 2019
2:00 pm

Public documents relating to any open session items listed on this agenda that are distributed to the Committee members less than 72 hours before the meeting are available for public inspection on the counter of the District Office.

The public may address the Committee concerning any item of interest. Persons who wish to comment on either agenda or non-agenda items should fill out the Comment Card and give it to the General Manager. The Committee Chair will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you 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.

Call to Order

Public Comment

This is an opportunity for the public to comment on non-agenda items with the subject matter jurisdiction of the Committee. Comments are limited to 2 minutes.

Items for Discussion and Action

- 1.** Elverta Specific Plan Owners Group (ESPOG) resumption of discussions regarding a Water Services Agreement.
- 2.** Capacity Fee Agreement with Twin Rivers Unified School District.
- 3** Capital Improvement Plan status (Mike Vasquez, District Engineer).
- 4** Discuss the need for a written policy on cooperating with community benefit non-profit organizations on event promotions.
- 5** Discus the funding and schedule for hexavalent chromium mitigation projects, e.g. Well #16 and Well #10.
- 6** General status report from District Engineer.

Items Requested for Next Month's Committee Agenda

Adjournment

Next Scheduled Planning Committee Meeting: Friday, May 3, 2019



Planning Committee

Agenda Item: 1

Date: April 5, 2019
Subject: Elverta Specific Plan Owners Group Water Service Agmt
Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

Re-engage in dialog with Elverta Specific Plan Owners Group (ESPOG) in search of solutions to the current impediments for drafting a workable Water Service Agreement, which is a condition of development in the Elverta Specific Plan

Current Background and Justification:

Discussions with ESPOG representatives stalled last fall consequent to an expired funding agreement. The replacement funding agreement was executed last month. In the meantime, one of the representatives has moved on, so the Planning Committee will be introduced to Laura Zuckerman. Additionally, two of the original developers/landowners have dropped out of the group.

When ESPOG representatives last attended a Planning Committee in the Fall of 2018, we were engaged in preliminary exploration of the feasibility of limited development on groundwater. The number of units which might be appropriate and the stipulated progress toward new surface water facilities seems to be the appropriate starting point in reengaging discussions.

Staff recommendation:

Resume discussions with ESPOG's representatives.



Planning Committee

Agenda Item: 2

Date: April 5, 2019
Subject: Capacity Fee Agreement with Twin Rivers Unified School District
Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

Review the draft capacity fee agreement with Twin Rivers Unified School District, for a new service at Westside Elementary School, then forward the item onto the April 15th Board agenda with a recommendation for approval.

Current Background and Justification:

Twin Rivers Unified School District has requested a new 2-inch water service for Westside Elementary School.

CA Government Code 54999.3 stipulates the need for an agreement between RLECWD and public agencies prior to imposing capacity fees for services. Because this requirement is well established, and because the prevalence of similar agreements between public agencies, these agreements have become readily available and significantly standardized.

Despite the standardization, agreements are subject to review by District Legal Counsel.

Staff recommendation:

Direct staff to submit the draft to Legal Counsel for review, and forward the capacity fee agreement onto the April 15th Board agenda with a recommendation for approval.

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
AND TWIN RIVERS UNIFIED SCHOOL DISTRICT**

CAPITAL FACILITIES FEE AGREEMENT

This Capital Facilities Fee Agreement (the "Agreement"), dated as of the ____ day of _____, 2019, by and between Rio Linda Elverta Community Water District, a public agency (hereinafter "RLECWD") and the Twin Rivers Unified School District, a public school district (hereinafter "SCHOOL DISTRICT").

RECITALS

WHEREAS, SCHOOL DISTRICT has requested a new water service connection from RLECWD ("Water Service") to serve Westside Elementary School located at 6537 West 2nd Street, Rio Linda, CA 95673 (the "Property"); and

WHEREAS, the provision of the Water Service at the Property requires the payment of capital facilities fees for the use of conveyance and treatment in existing RLECWD facilities; and

WHEREAS, pursuant to Government Code Section 54999.3(b), such fees may be imposed only after an agreement has been reached through negotiations between RLECWD and SCHOOL DISTRICT; and

WHEREAS, RLECWD and SCHOOL DISTRICT have conducted negotiations with respect to such capital facilities fees upon which the terms of this Agreement have been reached;

NOW, THEREFORE, RLECWD and SCHOOL DISTRICT mutually agree as follows:

1. RLECWD hereby certifies that the capital facilities fees that the SCHOOL DISTRICT is required to pay to RLECWD as a condition of obtaining Water Service is non-discriminatory, is required to pay the capital cost of RLECWD's facilities, and that such payment from SCHOOL DISTRICT is necessary to recover RLECWD's cost of constructing the facilities necessary to serve the property.
2. RLECWD and SCHOOL DISTRICT mutually agree that the capital facilities fee payable to RLECWD for the Water Service shall be in the amount of \$45,313.64, and that such fees shall be paid by SCHOOL DISTRICT to RLECWD as a condition of receiving "Water Service" for the property.

See attached exhibits:

Exhibit A – 2 Inch Water Service Capacity Fee and

Exhibit B – Rio Linda/Elverta Community Water District Estimate 1 dated 2/15/2019

IN WITNESS WHEREOF, RLECWD and SCHOOL DISTRICT have executed this Agreement as of the day and year first above written.

SCHOOL DISTRICT:

TWIN RIVERS UNIFIED SCHOOL DISTRICT

By: _____

PERRY HERRERA

Director-Facilities, Construction & Engineering

RLECWD:

RIO LINDA ELVERTA COMMUNITY WATER DISTRICT

By: _____

Name: _____

Title: _____

EXHIBIT A

RIO LINDA ELVERTA COMMUNITY WATER DISTRICT AND TWIN RIVERS UNIFIED SCHOOL DISTRICT

Facilities Fee Agreement

2 INCH WATER SERVICE CAPACITY FEE

METER SIZE	CAPITAL FACILITIES FEE
2"	\$45,313.64

The CAPITAL FACILITIES FEE AGREEMENT is for the 2" Water Service Capacity Fee and does not include the cost of material, labor or equipment for the water service installation by RLECWD from the water main to the back of the sidewalk at subject property.

EXHIBIT B

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT AND TWIN RIVERS UNIFIED SCHOOL DISTRICT
Facilities Fee Agreement**



**RIO LINDA/ELVERTA
COMMUNITY WATER DISTRICT**

730 L STREET P.O. BOX 400
RIO LINDA, CA 95673
916 991-1000 fax 916 991-6616

Estimate

1

Estimate

Customer

Name Twin Rivers Unified School District
Address 6537 West 2nd Street
City Rio Linda CA ZIP 95673
Phone C/O Warren Consulting Engineers 916-985-1870

Date 2/15/2019
Order No. _____

Qty	Description	Unit Price	TOTAL
1	2" Water Service Capacity Fee	\$45,313.64	\$45,313.64
1	Water Service Installation	\$5,500.00	\$5,500.00
1	2" Meter Fee	\$1,000.00	\$1,000.00
<p>Service Estimate for 6537 West 2nd Street New irrigation service to West Side Elementary School.</p> <p>Water Service Capacity Fees are scheduled to increase January 1 of each year, per District ordinance 2016-01.</p>			

SubTotal **\$51,813.64**

Payment Details

- Check
 Money Order

[Handwritten signature]
2-20-19

TOTAL \$51,813.64

Installation of a Backflow Prevention Device by customer will be required at the service connection prior to service initiation.



Planning Committee

Agenda Item: 3

Date: April 5, 2019
Subject: Capital Improvement Projects
Staff Contact: Timothy R. Shaw, General Manager and Mike Vasquez, District Engineer

Recommended Committee Action:

Receive a report from and provide feedback to staff on prioritization and planning for the remaining capital improvement projects in the capital improvement plan.

Current Background and Justification:

In the past few months, the Board took action to terminate several stalled projects that were then part of our capital improvement plan. By default, the projects that remain constitute our capital improvement plan projects.

With the terminated, stalled projects removed, and the transition in District Engineer, it is necessary and appropriate to provide direction, prioritization, and perspective for the remaining projects.

The dialog should also include lessons learned from the stalled projects, i.e. how should the District's approach change to preclude, to the extent feasible, recurrence of stalled projects and expending of resource on assets that never materialize.

Staff recommendation:

Receive the report from staff on active capital improvement projects and provide feedback as appropriate.

Rio Linda / Elverta Community Water District								
Capital Improvement Project List								
4/1/2019								
Project No.	Budget FY(s)	Project Name	Budget Amount	Project Description (per budget documents)	Last Transaction Date	Amount Paid to Date	Status	*Priority Recommendation: TBD Per Planning Committee Discussion
1	2016-17 2017-18	El Dorado County Water & Power Supply MOU	\$275,000.00	This budget item is a carryover project from last year's capital budget. The cost was approved by the Board of Directors as part of a signed Memorandum of Understanding (MOU) between El Dorado Water and Power Authority (EDWAPA) and the District. The purpose of the MOU is for the District and EDWAPA to work together to put EDWAPA's surface water right to use by the District until EDWAPA has a need for them. The project is being administrated by EDWAPA.	9/27/2017	\$39,441.63		
2	2016-17 2017-18	River Arc Participation	\$115,000.00	The River Arc Project consists of six local water purveyors (Rio Linda / Elverta Community Water District, City of Sacramento, Sacramento County Water Agency, California American Water Company, Placer County Water Agency, and City of Roseville) that are working together to construct a surface water treatment plant that treats Sacramento River water and delivers treated water to the region. The District is participating in this project to bring supplemental surface water into the District to supply the current and future customers with a combination of ground and surface water. This is a long range project that is planned to be built within the next 10 to 20 years.	7/21/2017	\$125,011.22		
3	2014-15	L Street - Well 12 Replacement (Design Only)	\$50,000.00	This budget item is for the plans and specifications to replace Well 12 with a new well that is more efficient and has an expected capacity of 1,500 gpm. The replacement well (Well 12A) is planned to be constructed in FY 2015-16 and part of the HC water supply mitigation.	5/6/2015	\$6,542.00		
4	2015-16	District Office Design and Permitting	\$30,000.00	This budget item is to complete plans and specifications for a new District Office that will be planned to be built in the 2016/17 capital budget year. The existing office is not large enough for District operations and would require extensive upgrades to meet current code requirements.	12/1/2015	\$4,870.00	Two Rivers Architects: Preliminary Architect for District Office Building	
5	2015-16	Install 100 feet of 8" DIP in Paladin Way	\$20,000.00	This budget item will close a loop in Paladin Way eliminating two dead ends and providing better water quality and circulation to customers on this water line.	9/15/2015	\$2,120.00		
6	2018-19	Well 10 Hexavalent Chromium (Cr6) Treatment	\$40,000.00	This budget item is for the cost to upgrade Well 10 with Cr6 treatment. The project is being partially funded through a Proposition 84 Grant that is being administered by the Regional Water Authority.	TBD by Staff	TBD by Staff	To be discussed under separate Planning Committee Agenda item	
7	2018-19	Well 16 – Land Purchase, Monitoring Well, and Well Construction	\$2,448,239.00	The budget item is for the cost for the new Well 16 and is detailed as follows: Purchase Well Site Land; Drill monitoring wells and take water quality samples to predetermine water quality; Drill a production well, pump test for well capacity, and take samples to determine well water quality. Once the project well is constructed, tested and water quality determined, the above grade improvements will be designed as part of the 2018/19 Capital Budget. This project is planned to be completed by January 1, 2020 as part of a compliance requirement by the Division of Drinking Water (DDW).	TBD by Staff	TBD by Staff	Design underway	
8	2018-19	Well 17 – Monitoring Well Destruction	\$25,000.00	The budget item is for the destruction of the Well 17 monitoring well that yielded unsuitable groundwater. This project is planned to be completed by December 31, 2019.	TBD by Staff	TBD by Staff	Will be scheduled for summer 2019 for suitable weather	
9	2018-19	Miscellaneous Pump Replacements	\$40,000.00	The budget item is for the replacement or repair of any well pump and/or motor that fails in the budgeted year.			Per Pat, this is O&M	
10	2018-19	System Valve Replacements	\$35,000.00	The budget item is to replace broken valves in the water system. These valves are being identified by the District's valve exercise program.			Per Pat, this is O&M	
11	2018-19	Paving Replacements	\$25,000.00	The budget item is to pave sections of streets where the existing street paving has been cut into due to water service repairs or replacements.			Per Pat, this is O&M	
12	2018-19	Service Replacements	\$30,000.00	The budget item is to replace leaking services that require replacement throughout the budgetary year.			Per Pat, this is O&M	
13	2018-19	Large Meter Replacements	\$5,000.00	The budget item is to replace large water meters that are underreporting their water usage due to age.			Per Pat, this is O&M	



Planning Committee

Agenda Item: 4

Date: April 5, 2019
Subject: Need for Written Policy on Cooperating with Community Benefit Non-Profits for events flyers
Staff Contacts: Timothy R. Shaw, General Manager

Recommended Committee Action:

Discuss the need for a written policy to guide the District's cooperation with community benefit non-profit organizations on circulations of event promotion material.

Current Background and Justification:

Recently, the District has coordinated with community benefit non-profit organizations within the service area to help them distribute event flyers. This process abides with the principle of zero cost to the ratepayers, i.e. the non-profits pay the District's costs.

At a recent staff meeting, several staff members questioned the reasonableness of continuing the practice of including non-profit flyers in the bimonthly distribution of RLECWD bills. These staff members also identified challenges for continuing the practice. My response at the staff meeting was two-fold:

1. Coordinating with community benefit non-profits at zero cost to the ratepayers yields reputational dividends for the District. Our customers can learn that RLECWD, a community owned water agency, is here to support the community.
2. What are the ways we can continue to provide this cooperation without incurring the negative consequences expressed by staff? Why do we experience the negative consequences to the degree staff has expressed?

In analyzing item 2 above, it became apparent that we may not be printing, folding and mailing the bimonthly bills as efficiently as we could be. Increasing the efficiency may also increase the potential for cooperating with community

benefit non-profits. Accordingly, for context, included in your Committee packets is a quote for outsourcing the bill printing/folding/ mailing process.

This is a preliminary dialog. The District should deliberate sufficiently to explore the benefits and detriments of changing to outsourced bill printing, folding stuffing and mailing. Feedback from the Board and the District's ratepayers is appropriate.

Staff recommendation:

Review the materials and receive the presentation from staff, then provide direction as appropriate. If the Committee feel this is worth continuing to explore, direct staff accordingly.



CORPORATE OFFICE
 4724 Enterprise Way
 Modesto, CA 95356
 Phone (209) 545-6090
 www.absdirectinc.com

Proposal

Tim Shaw
 RIO LINDA/ELVERTA COMM. WATER DISTRICT

Proposal 95908.
Date March 29, 2019

Project
 RIO LINDA/ELVERTA CWD BI-MONTHLY STATEMENTS

Quantity of 4,700

Services	Quantity	Setup	Rate	per	Price
LAYOUT/EDIT HOURLY	1				\$40.00
**Material - STATEMENT PAPER	4,700				\$95.18
**Material - #10 ENVELOPE	4,700				\$121.97
BLACK/WHITE DIGITAL PRINT <i>Statement</i> <i>24# white paper</i> <i>Black ink; double-sided</i> <i>3.5" micro-perf</i>	4,700				\$197.40
INSERTING	4,700				\$217.38
SORT, TRAY, TAG, POSTAL PREP	4,700				\$145.70
TRANSPORTATION	1				\$15.00

Total Cost for Services **\$832.63**

Estimated Postage	Pieces	Rate	Postage
1st Class – Postage may vary depending on address qualification.	4,700	0.428	\$2,011.60

Total Estimated Postage **\$2,011.60**

Total Estimated Project Cost **\$2,844.23**

Thank you for the opportunity to quote on this project. All pricing is based on a 3% cash discount. Your project WILL NOT MAIL until payment for estimated postage has been received.

Leslie Titsworth
 Sr. Project Coordinator/Office Manager



Planning Committee

Agenda Item: 5

Date: April 5, 2019

Subject: Timing and Funding for Hexavalent Chromium Mitigation Projects

Staff Contacts: Timothy R. Shaw, General Manager

Recommended Committee Action:

Review and discuss the timing and funding for the two currently planned Hexavalent Chromium mitigation projects, i.e. Well #16 and Well #10.

Current Background and Justification:

Funding is in place to accommodate the two planned Hexavalent Chromium mitigation projects. The design of the Well #16 groundwater pumping station is underway, and charges have already been incurred.

The funding for both projects involves Opus Bank loan proceeds. The terms of which entail a September 2019 deadline for declaring how much of the \$3.7 million the District reasonably believes it will need to complete one or both projects.

Additional funding exists via an awarded grant through the Regional Water Authority (RWA). The \$500,000 (net) RWA grant is currently allocated for the Well #10 project, the design for which has not been revised to reflect the currently available treatment options.

Staff recommendation:

Review the materials and receive the presentation from staff, then provide feedback as appropriate.

1 April 2019

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District

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

Subject: **District Engineer's Report for the 5 April 2019 Planning Committee Meeting (EKI Project No. B800130.00)**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 15 March 2019 to 1 April 2019:

1. General District Engineering:

- Prepared a District Engineer's Report for and attended the District Board Meeting on 3/18/2019.
- Had several phone calls with the General Manager to discuss ongoing District Engineering assignments and responsibilities.
- Reviewed the District's current version of "front end specifications" that are included in the contract documents for construction projects. The current version is outdated. Will work with the General Manager to determine appropriate action moving forward where "front end specifications" will be required for capital improvement projects that will be publicly bid.
- Reviewed the District's Capital Improvement Project list and prepared a preliminary project list based on previously discussed projects included in the 2018/2019 fiscal year District Operating and Capital Budget.
- Continued to review work products and other deliverables provided by the previous District Engineer as needed.

2. Well 16 Pumping Station Equipping and Site Design Project:

- Reviewed kick off meeting minutes prepared by Domenichelli & Associates.
- Reviewed borehole locations presented by Domenichelli & Associates for geotechnical investigation purposes.
- Working with Domenichelli & Associates and the County of Sacramento land surveying department to determine the formal legal and land surveying process required for the District to obtain in fee the property described in the Irrevocable Offer of Dedication prepared for the Well 16 land acquisition. A vetting process is being conducted to determine whether a lot line adjustment will be required. Simply recording the

Formerly known as Eler & Kalinowski, Inc.

Irrevocable Offer of Dedication may be sufficient for the District to own the Well 16 property in fee.

- Worked with the Operations Superintendent to register for a California Department of Industrial Relations number specific for this project, as required by the California Labor Code (Section 1774). Provided the Operations Superintendent with project-specific information to include in the registration module.
- The design for the Well 16 Pumping Station being prepared by Domenichelli & Associates remains on schedule and within budget.

3. Well 10 Hexavalent Chromium Treatment Project:

- An updated quarterly report with project schedule and budget for the period of 12/1/2018 to 2/28/2019 was prepared and submitted to the Regional Water Authority on 3/18/2019.

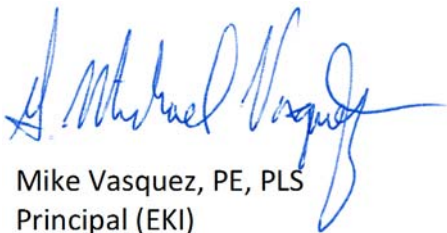
4. Development Plan Review:

- No development reviews were performed during this period.

Please contact me directly at the office (916) 905-2388, cell phone (530) 682-9597, or email at mvasquez@ekiconsult.com with any questions or require additional information.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



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