

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

November 8, 2023 @ 6:00 P.M.

Visitors / Depot Center
6730 Front St.
Rio Linda, CA 95673

The meeting was called to order at 6:00 P.M. The meeting was attended in-person by, Director Cline, Director Gifford, General Manager Tim Shaw and Mike Vasquez (Mr. Vasquez arrived at 6:05 P.M.

Call to Order: 6:00 P.M.

Public Comment: *There were no public members present*

Items for Discussion:

1.	Contract District Engineer's Update.
<i>The Contract District Engineer presented his written report. He also provided disclosure regarding the email notification from EKI received the day prior to the Executive Committee meeting. Mr. Vasquez indicated all facets of service formerly provided by EKI can be covered through the Vasquez Engineering agreement. The Executive Committee discussed future phases of the pipe replacement program and the Water Use Efficiency Objectives submittal.</i>	
2.	Discuss the Board Authorization for Filling Water System Operator Positions.
<i>The General Manager presented his written report.</i> <i>The Executive Committee forwarded an item onto the November 27th Board agenda with the Committee's recommendation that the Board authorize filling of three Water System Operator positions via the District's Lateral Transfer Promotion policy.</i>	
3.	Discuss Options for Replacing District File Server.
<i>The General Manager presented his written report and provided updates for aspects having occurred after the written report was posted. The General Manager indicated that Adept Solutions is revising its analysis to include a more affordable option for replacing the District's file server.</i> <i>The Executive Committee directed staff to continue discussions with the Committee when the revised analysis of file server replacement options is completed.</i>	
4.	Discuss Sustainability of District Office Phone System.
<i>The General Manager presented his written report, then updated the committee on a substantive status change after the report was written. The Samsung Office Phone system ceased operation. As of the Executive Committee meeting, staff has been unable to find a qualified service technician, who will respond to our outreach. The General Manager has procured a replacement system that will cost less than the service through Samsung and Intermedia. The transition is anticipated to be complete by November 27th (sooner if intermedia cooperates with the porting of the District's telephone numbers.</i>	
5.	Discuss the Feasibility of Improved Timing for Review of Monthly Expenditure and Financial Reports.
<i>The General Manager presented his written report and provided additional insights into the intended purpose for this item. Recurringly, a public member has criticized the delay integrated into the monthly expenditures and financial reports. Since the timing aspects are typically not on the public meeting agendas, the District is restrained for overly discussing the subject.</i>	

6. Discuss Updating the Rates for Water Used from Fire Hydrants for Construction.
<p><i>The General Manager provided his written report on the need and proposed methodology for updating the fees /rates associated with fire hydrant water use permitting. Director Cline requested some formatting and content improvements for the item to be considered by the Board.</i></p> <p><i>The Executive Committee forwarded the item, with the above suggested improvements, onto the November 27th Board agenda with the Committee's recommendation for Board approval.</i></p>
7. Discuss Expenditures for September 2023.
<p><i>The Executive Committee forwarded the Expenditures report onto the November 27th Board agenda with the Committee's recommendation for Board approval.</i></p>
8. Discuss Financial Reports for September 2023
<p><i>The Executive Committee forwarded the Financial report onto the November 27th Board agenda with the Committee's recommendation for Board approval.</i></p>

Directors' and General Manager Comments:

X – Reminder of Changes to December Public Meeting Dates and Location (Board meeting December 13th at Parks Community Center).

Y – Sacramento LAFCo Special District Advisory Committee Election.

The General Manger explained that early this calenda year, the Chair had directed to discontinue the District's involvement in Sacramento County LAFCo elections. However, Director Gifford asked that the District reconsider LAFCo's request to participate in the elections. The Executive Committee directed staff accordingly to place items on the November 27th Board agenda to allow Board voting for LAFCo representatives.

Items Requested for Next Month's Committee Agenda: *None*

Adjournment: 6:57 P.M.