

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

May 10, 2023 @ 6:00 P.M.

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

The meeting was called to order at 6:10 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: 6:10 P.M.

Public Comment: *None present.*

Items for Discussion:

1. Engineer's Update.
<i>The Contract District Engineer presented his written report and expounded upon the release of the grant retention from Dept. of Water Resource (DWR), traffic control for the pipe replacement project, which will last approximately 6-weeks, 2023/2024 Capital projects, and the Capstone contemplation of proposing on modeling of the distribution system.</i>
2. Discuss the Professional Services Agreement for Installing the Valve Vault Cover at 30 th St.
<i>The Contract District Engineer presented his written report, then fielded questions from Directors Gifford and Green.</i> <i>The Executive Committee forwarded the Professional Services Agreement onto the May 22nd Board agenda with the Committee's recommendation for Board approval.</i>
3. Discuss the Format of Board Meeting Minutes.
<i>The General Manager presented his written report and provided a hand out example of verbatim minutes. The sample verbatim minutes are three pages long for only 10-minutes of real-time Board discussion. The Committee also discussed the minutes guideline and legal opinions discouraging verbatim minutes. Director Cline recommended an augmentation to summary minutes, which would put a time stamp on the minutes corresponding to the point on the video recording where each action item for the agenda took place.</i> <i>The Executive Committee forwarded an item onto the May 22nd Board agenda to enable Board consideration of a policy prescribing the form of minutes consistent with the published guide. The Committee recommends Board approval.</i>
4. Discuss Claims from Residents for Damages.
<i>The General Manager presented his written report. The Executive Committee generally expressed the claim was insufficiently justified.</i> <i>The Executive Committee forwarded the item onto the May 22nd Board agenda. The Committee recommends either the Board reject the claim or authorize the GM to begin negotiations with the claimant subject to the claimant providing proof of payment.</i>
5. Discuss Annual Declaration of Doubtful Recovery Debt.
<i>The General Manager presented his written report. The Committee engaged in brief discussion on the success of last year's direct levy for specific criteria delinquent accounts.</i> <i>The Executive Committee forwarded the item onto the May 22nd Board agenda with the Committee's recommendation for Board approval.</i>

6.	Update on Efforts to Identify the Western Capital Partners (Purchaser of Cell Phone Revenue Rights) Successor.
<i>The General Manager presented his written report on this information (status update) item. The Committee discussed the series of successors leading to current entity, Diamond Communication. The Committee supports the staff efforts to coordinate with cell phone companies to perform the necessary maintenance on the elevated water storage tank.</i>	
7.	Discuss Expenditures for March 2023.
<i>The Executive Committee forwarded the Expenditures Report onto the May 22nd Board agenda with the Committee's recommendation for Board approval.</i>	
8.	Discuss Financial Reports for March 2023.
<i>The Executive Committee forwarded the Financial Report onto the May 22nd Board agenda with the Committee's recommendation for Board approval.</i>	

Directors' and General Manager Comments:

Items Requested for Next Month's Committee Agenda:

Adjournment: 7:22 P.M.