

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

AUGUST 17, 2020 (6:30 p.m.)

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE OR BY TELEPHONE

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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 and 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 consider adopting FY 2020/2021 Budgets

3.1. Open Public Hearing

3.2. FY 2020-21 Operating and Capital Budget

3.3. Public Comment

3.4. Close Public Hearing

3.5. Consider Adoption of Resolution No. 2020-04 FY 2020-21 Operating and Capital Budget

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

4.1. Minutes

July 20, 2020 and August 5, 2020

The Board is being asked to approve the Minutes from the July 20, 2020 Regular Board Meeting and August 5, 2020 Special Board Meeting.

4.2. Expenditures

The Finance & Administrative Committee recommends the Board approve the June Expenditures.

4.3. Financial Reports

The Finance & Administrative Committee recommends the Board approve the June Financial Reports.

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

5.1. GM Report

5.1.1. The General Manager, Tim Shaw 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. General Manager's Annual Performance Review.

5.3.1. Consider finding the GM's performance to be satisfactory and further stipulating that bypassing any GM merit raise this year is not reflective of poor performance.

5.4. Authorize any new Board Member Assignments (committees and other) announced 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. Conservation Report

6.1.3. Completed and Pending Items 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), Reisig

6.2.3. Executive Committee – Jason Green, Robert Reisig

6.2.4. ACWA/JPIA – Ridilla

6.2.5. Ad Hoc-GM Performance Review

7. DIRECTORS' AND GENERAL MANAGER COMMENTS

8. ADJOURNMENT

Upcoming meetings:

Executive Committee

September 8, 2020, Monday, 6:00 pm Remote meeting, no in-person participation.

Regular Board Meeting

September 21, 2020, Monday, 6:30 pm Remote meeting, no in-person participation.



Public Hearing Agenda Item Section: 3

Date: August 17, 2020
Subject: Board Adoption of Fiscal Year 2020/2021 Budgets
Staff Contact: Timothy R. Shaw, General Manager

Recommendations:

The Executive Committee recommends the Board approve the fiscal year 2020/2021 operating and capital budgets.

Comments:

Consistent with the highest ideals of transparency, District policy stipulates the final budget approval process be conducted via a public hearing and further stipulates the public hearing be noticed in a newspaper of general circulation. All prerequisites have been met for this public hearing to allow the Board to consider approval of the fiscal year 2020/2021 Operating and Capital Budget -The Board President will address the public regarding the proposed budgets. Immediately following the public hearing, the Board will consider adopting Resolution 2020-04, approving the fiscal year 2020/2021 operating and capital budgets.

Conclusion:

I recommend the Board adopt Resolution 2020-04, approving the fiscal year 2020/2021 operating and capital budgets.

RESOLUTION No. 2020-04
A RESOLUTION ESTABLISHING FISCAL YEAR 2020-21 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, 2020 and ending June 30, 2021; and

WHEREAS, the District has prepared a budget setting forth the dollar amounts proposed for operating the District: \$2,259,462.00 and for capital improvements: \$2,767,480.00; and

WHEREAS, the Board of Directors reviewed and adopted the Proposed Budget for the District operations and capital improvements at a regular meeting held on June 15, 2020; and

WHEREAS, a noticed public hearing was held August 17, 2020 for the purpose of receiving public comment on the proposed Fiscal Year 2020-21 Operating and Capital Improvement Budget.

NOW THEREFORE, BE IT RESOLVED by the Rio Linda / Elverta Community Water District Board of Directors that the attached 2020-21 Fiscal Year Operating and Capital Improvement Budget is hereby approved and appropriated for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 17th day of August 2020. By the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

Jason Green
President, Board of Directors

Timothy R. Shaw
Secretary of the Board of Directors



Operating and Capital Budget

Fiscal Year July 1, 2020 – June 30, 2021

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

8/17/2020

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EXECUTIVE SUMMARY

August 17, 2020

Board of Directors
Rio Linda Elverta Community Water District

I hereby submit the Rio Linda/Elverta Community Water District's Fiscal Year 2020-2021 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 annually 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).
- 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 line item to an under-funded line item.

The pending hexavalent chromium (Cr+6) Maximum Contaminant Level (MCL) and other mandates continue to influence our operating and capital budgets. Although the District's current rate structure (adopted in 2016) partially provides funding for capital improvements to comply with anticipated re-adoption of the Cr+6 MCL, the 2016 rate structure does not provide any additional funding for operating costs associated with treating drinking water to remove Cr+6. 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 eligible 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 and a future wellhead treatment project using ion exchange treatment of existing groundwater facilities.

The District secured a loan from Opus Bank using Surcharge #2 as debt service. The construction of the Well #16 Pumping Station has been underway since March of 2020. Construction of the Well #16 facility, which produces drinking water with hexavalent chromium substantially below the anticipated re-adopted MCL, is scheduled for completion in September 2020. To supplement the current rate structure for Cr+6 mitigation infrastructure, staff continues to stay abreast of additional funding opportunities as may materialize by legislative or other action. The District Board of Directors has also engaged a rate study / cost of service consultant to analyze the foreseeable cost of Cr+6 compliance, as well as other

regulatory mandates (e.g. SB-555, SB-606 and AB 1668) already adopted by the California legislature. The study will quantify any foreseeable shortfalls in funding for compliance with state and federal drinking water requirements, mandates, and enforcement provisions.

Last fiscal year, the District adopted the Capital Improvements Projects List. Such action by the District enables 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 sources 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 annual contribution needed to bring each capital improvement project to fruition.

The District amended its finance policies to reflect statutory requirements and staffing realities. The previous finance policies were adopted subsequent to 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 comingled with District capital improvement funds. This will enable required statutory reporting of capacity fee account status. Only the Board, at properly noticed public meetings, can make changes to the District's investments.

Looking ahead, several laws already signed by the Governor have current and future increases in operating cost to the District. Some 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. 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 SB-555, the water loss audit and audit validation mandates, by collaborating with neighboring water agencies to share the costs for compliance. Collaboration is being discussed at the organizations the District already participates, e.g. Sacramento Groundwater Authority. Other more focused and dedicated discussions on collaboration are through a Sacramento Regional Water Utilities, who have partnered to engage a collaboration study.

Even though some of the cost for compliance with new mandates, limits and requirements may be softened via partnerships and creative staffing adjustments, the District's current (2016) rate structure is substantively incompatible with the mandates for water loss (SB-555) and water efficiency (SB-606, AB-1668). Failure to address these incompatibilities will result in the state assessing fines for non-compliance, e.g. \$10,000 per day for not achieving efficient water usage during drought conditions.

The District withdrew its membership in the Regional Water Authority (RWA) in May 2020. The roughly \$17,000 withdrawal liability will be offset by no longer paying membership operating costs in RWA. After approximately two fiscal years of not paying RWA annual membership costs, the District will recover the withdrawal liability.

The District is required to contribute approximately \$27,000 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), California Special Districts Association (CSDA), and California Rural Water Association (CRWA). We can expect an increase in annual dues from these associations due to inflation. We can also expect beyond inflation increases in property and workers compensation insurance due to the impact of COVID-19 and wildfires on the insurance industry. The increases in funding for SGA also goes beyond inflation. SGA operating cost increases also reflect generous funding (relative to the District's approach) of employee compensation and benefits, as well as additional operating costs associated with Groundwater Sustainability Act mandates and an adopted SGA policy for steadily eliminating unfunded pension liabilities.

Continuing the streamlining improvements made in last year's budget, the District has made minor revisions to the chart of accounts to match those used by the Auditor. These changes include transitioning some operations and maintenance cost out of the capital improvement budget.

In summary, the budget reflects the Board of Directors' priorities and goals which are conveyed to staff and more thoroughly conveyed in 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. We are taking advantage of joint powers purchasing agreements available only to government agencies. The District is purchasing fuel without the charge for excise taxes, and purchasing equipment to reduce long-term costs. The District is 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 a completed staff work approach to assure elements are not overlooked and future obligations have a greater amount of lead time for planning and funding.

Teamwork and cohesiveness are often used as buzz words. However, the dramatic improvements in District finances and financial position would literally not be possible without cohesive teamwork. From the staff to the Board Members, we are all pulling in the same direction, and our collective efforts are reflected in the improvements our team continues to achieve for the benefit of our ratepayers.

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, and
- 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 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 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 11 wells and 61.72 miles of distribution mains. The overall system capacity is currently 14.4 MGD. The District pumps approximately 2110 acre-feet of water annually to its 4,618 customers with a daily average of approximately 1.9 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.

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

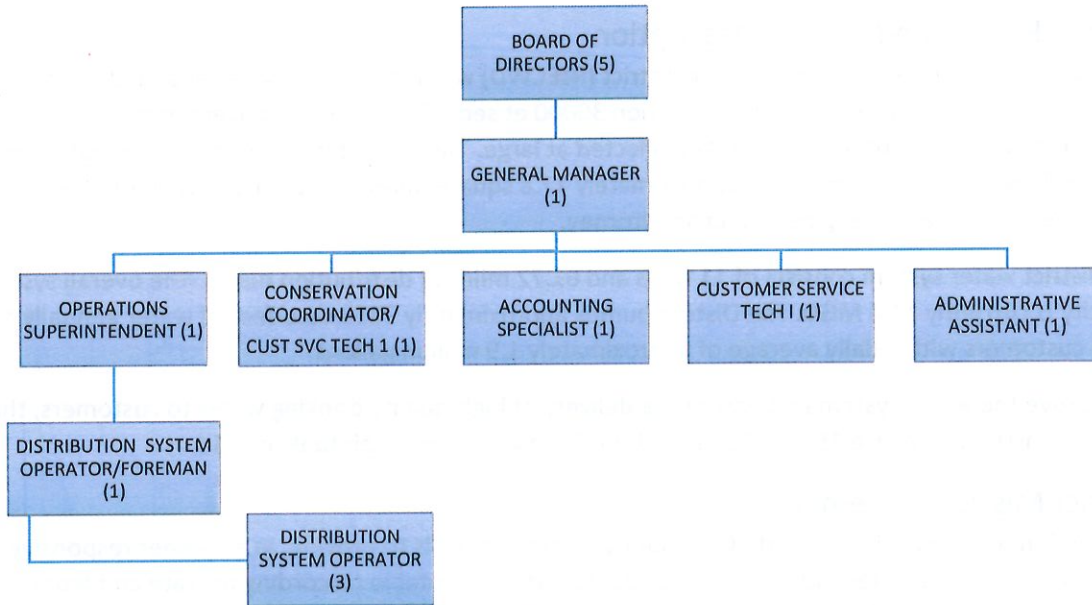
Board of Directors

Jason A. Greet, President/Director
Chris Gifford, Vice President/Director
Mary Harris, Director
Robert Reisig, Director
John Ridilla, Director

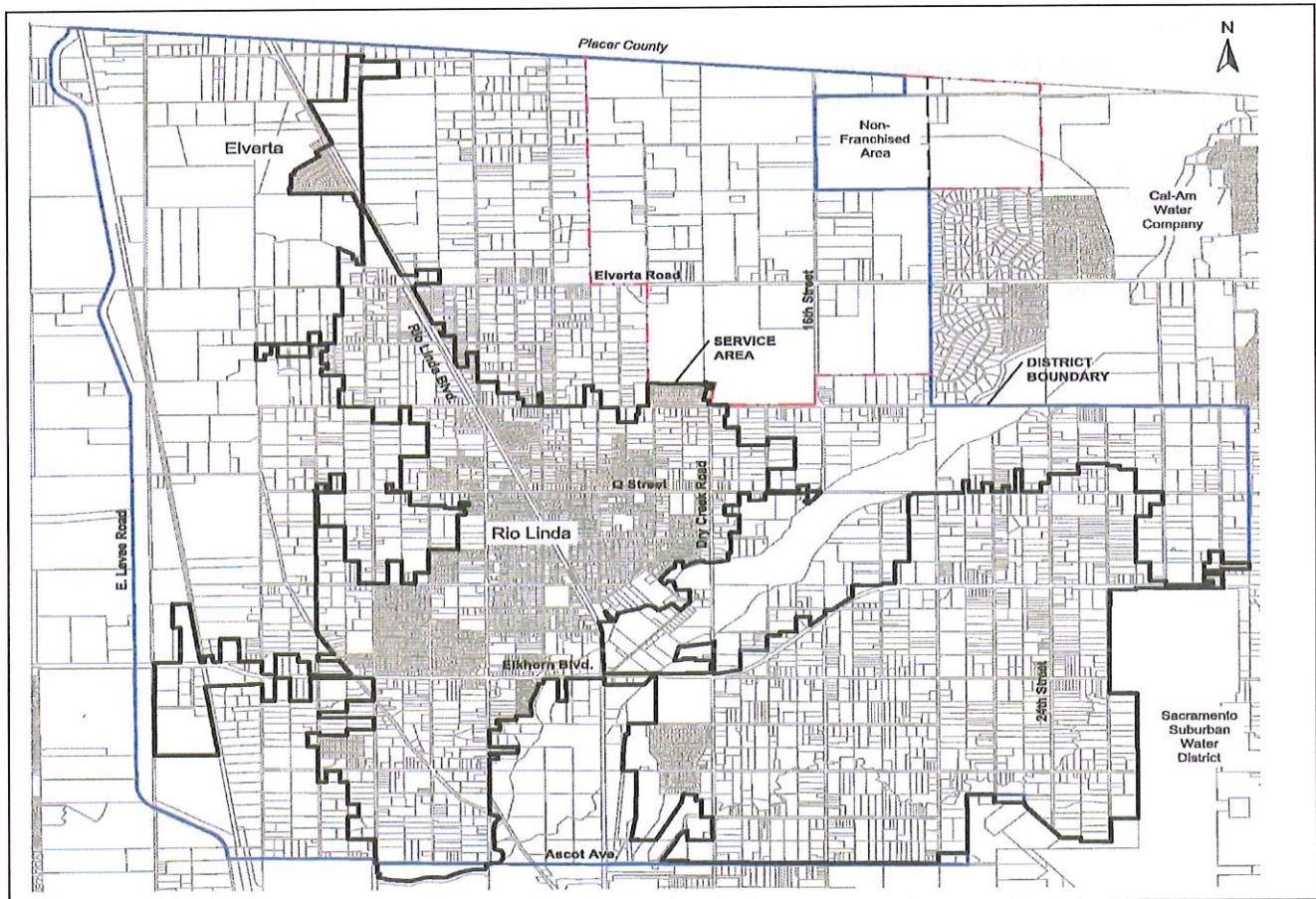
Appointed Official

Timothy Shaw, 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 - 2019-2020 BUDGET – The prior fiscal year budget.

COLUMN 3 - 2020-2021 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

	2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
OPERATING REVENUE					
40100 Water Service Rates					
40101 Basic Service Charge	\$1,942,033.00	\$1,901,272.00	\$1,901,272.00	\$0.00	No change until new Water Rate Study completed
40102 Usage Charge	680,999.00	656,303.00	656,303.00	0.00	No change until new Water Rate Study completed
40105 Backflow Charge	26,358.00	25,000.00	25,000.00	0.00	
40106 Fire Prevention	13,085.00	13500.00	13,500.00	0.00	
Total Water Service Rates	2,662,475.00	2,596,075.00	2,596,075.00	0.00	
40200 Water Services					
40201 Application Fee	6,550.00	6,500.00	6,500.00	0.00	
40202 Delinquency	92,830.00	80,000.00	90,000.00	10,000.00	Increased based on prior year actual
40209 Misc. Charges	6,046.00	12,000.00	7,000.00	-5,000.00	Decreased based on prior year actual
Total Water Services	105,426.00	98,500.00	103,500.00	5,000.00	
40300 Other Water Service Fees					
40301 New Construction QC	6,864.00	4,000.00	4,000.00	0.00	
40302 Service Connection Fees	12,456.00	10,000.00	10,000.00	0.00	
40304 Other Operating Revenue	9,392.00	6,000.00	6,000.00	0.00	
40305 Grant Revenue-Operating	900.00	900.00	0.00	-900.00	Decrease to eliminate RWA grant reimbursements
Total Other Water Service Fees	29,612.00	20,900.00	20,000.00	- 900.00	
TOTAL OPERATING REVENUE	\$2,797,513.00	\$2,715,475.00	\$2,719,575.00	\$4,100.00	

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
NON-OPERATING REVENUE						
41110	Interest Revenue	1,942.00	400.00	400.00	0.00	
41120	Property Taxes & Assessments	95,164.00	81,856.00	88,500.00	6,644.00	Increased based on prior 3 year average
TOTAL NON-OPERATING REVENUE		\$97,106.00	\$82,256.00	\$88,900.00	\$6,644.00	
TOTAL OPERATING & NON-OPERATING REVENUE		\$2,894,619.00	\$2,797,731.00	\$2,808,475.00	\$10,744.00	

Operating Expense

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
60010 PROFESSIONAL FEES						
60011	General Counsel-Legal	11,890.00	30,000.00	15,000.00	-15,000.00	Decreased based on prior year actual
60012	Auditor Fees	14,212.00	11,212.00	11,500.00	288.00	Increased to adjust for projected increase annual financial audit
60013	Engineering Services	60,000.00	70,000.00	70,000.00	0.00	
60015	Other Professional Fees	633.00	31,000.00	38,500.00	7,500.00	Increased \$34K for Prop 218 rate study contract. Prior FY budget was not spent and is carried over into the 20-21 FY budget. \$4500 for Sac Suburban Collaboration Study.
TOTAL PROFESSIONAL FEES		\$86,735.00	\$142,212.00	\$135,000.00	\$-7,212.00	
60100 PERSONNEL SERVICES						
60110 Salaries & Wages						
60111	Salary - General Manager	109,746.00	114,113.00	118,087.00	3,974.00	Increased to adjust for projected cost
60112	Staff Regular Wages	565,092.00	579,479.00	583,330.00	3,851.00	Increased to adjust for projected cost
60113	Contract Extra Help	0.00	0.00	0.00	0.00	
60114	Staff Standby Pay	17,450.00	18,250.00	18,250.00	0.00	
60115	Staff Overtime Pay	9,962.00	10,200.00	10,200.00	0.00	
Total Salaries & Wages		702,250.00	722,042.00	729,867.00	7,825.00	
60150 Employee Benefits & Expense						
60151	PERS Retirement	119,688.00	124,770.00	132,665.00	7,895.00	Increased to adjust for projected costs
60152	Workers Compensation	14,643.00	16,054.00	18,115.00	2,061.00	Actual Annual Contribution Change
60153	Group Insurance	166,810.00	200,289.00	217,740.00	17,451.00	Increased using employee allowance and GM per MOU/Contract amounts
60154	Retirees Insurance	36,563.00	36,763.00	36,200.00	-563.00	Decreased to adjust for projected costs
60155	Staff Training	222.00	5,000.00	5,000.00	0.00	
60157	Uniforms	4,661.00	4,650.00	6,550.00	1,900.00	Increased to adjust for projected costs
60158	Payroll Taxes	57,813.00	56,916.00	57,825.00	909.00	Increased to adjust for projected costs
60159	Payroll Services	1,196.00	1,200.00	1,200.00	0.00	
60160	457 Employer Contribution	10,427.00	9,568.00	13,850.00	4,282.00	Increased to adjust for projected costs
Total Employee Benefits & Expense		412,023.00	455,210.00	489,145.00	33,935.00	
TOTAL PERSONNEL SERVICES		\$1,114,573.00	\$1,177,252.00	\$1,219,012.00	\$41,760.00	

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
60200 ADMINISTRATION						
60205	Bank and Merchant Fees	4,035.00	4,500.00	4,500.00	0.00	
60207	Board Meeting Expense	10,975.00	10,770.00	11,370.00	600.00	Increased based on prior year actual
60210 Building Expenses						
60211	Office Utilities	5,655.00	6,000.00	6,000.00	0.00	
60212	Janitorial	2,340.00	2,340.00	2,340.00	0.00	
60213	Maintenance	2,999.00	5,700.00	4,200.00	-1,500.00	Reduced based on prior 3 year average
60214	Security	336.00	400.00	400.00	0.00	
	Total Building Expenses	11,330.00	14,440.00	12,940.00	-1,500.00	
60220 Computer & Equipment Maint.						
60221	Computer Systems	21,784.00	25,000.00	25,000.00	0.00	
60222	Office Equipment	2,864.00	3,650.00	660.00	-2,990.00	Reduced to adjust contract printer usage fees (see GL 60250 outsourced billing) and expired Neopost Maintenance Contract
	Total Computer & Equipment Maint.	24,648.00	28,650.00	25,660.00	-2,990.00	
60230	Office Expense	2,995.00	6,000.00	6,000.00	0.00	
60240	Postage and Delivery	16,285.00	20,000.00	20,000.00	0.00	
60250	Printing	4,005.00	3,400.00	6,000.00	-2,600.00	Increased to adjust for outsourced printing costs; refer to GL 60222
60255	Meetings & Conferences	73.00	4,000.00	3,000.00	-1,000.00	Reduced based on prior 3 year average
60260	Publishing	88.00	800.00	200.00	-600.00	Decreased to adjust for prior year actual
60270	Telephone & Internet	3,651.00	5,500.00	3,700.00	-1,800.00	Decreased to adjust for prior year actual
60430 Insurance						
60431	General Liability	22,387.00	21,221.00	22,775.00	1,554.00	Increased to reflect actual premium
60432	Property	5,611.00	5,611.00	5,611.00	0.00	
	Total Insurance	27,998.00	26,832.00	28,386.00	1,554.00	

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
60500 Water Memberships						
60501	SAWWA	0.00	110.00	110.00	0.00	
60502	Regional Water Authority	26,806.00	26,806.00	0.00	-26,806.00	Decreased to adjust for cancellation in membership
60503	SGA	24,210.00	24,210.00	26,179.00	1,969.00	Increase includes 8.133% annual increase
60504	ACWA	9,640.00	9,640.00	10,122.00	482.00	Increase includes 5% annual increase
60505	CSDA	7,077.00	7,077.00	7,431.00	354.00	Increase includes 5% annual increase
60507	CRWA	0.00	1,326.00	1,392.00	66.00	Increase includes 5% annual increase
	Total Water Memberships	67,733.00	69,169.00	45,234.00	-23,935.00	
60550	Permits & Fees	30,954.00	30,000.00	31,000.00	1,000.00	Increased to adjust for prior year actual
60555	Subscriptions & Licensing	1,787.00	2,120.00	2,120.00	0.00	
60560	Elections	0.00	0.00	2,400.00	2,400.00	Increased for Election Year
60565	Uncollectable Accounts	0.00	2,000.00	2,000.00	0.00	
60570	Other Operating Expenditures	800.00	500.00	500.00	0.00	
	TOTAL ADMINISTRATION	\$207,357.00	\$228,681.00	\$205,010.00	\$-23,671.00	

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
64000 CONSERVATION						
64001	Community Outreach	0.00	300.00	300.00	0.00	
64005	Other Conservation Programs	0.00	0.00	0.00	0.00	
TOTAL CONSERVATION		\$ 0.00	\$ 300.00	\$ 300.00	\$ 0.00	
65000 FIELD OPERATIONS						
65100 Other Field Operations						
65110	Backflow Testing	2,363.00	3,000.00	3,000.00	0.00	
65120	Construction Equipment Maint.	6,868.00	7,500.00	7,500.00	0.00	
65130	Field Communication	2,574.00	2,600.00	2,600.00	0.00	
65140	Field IT	14,136.00	17,500.00	19,800.00	2,300.00	Increased for SCADA backup service; AMI Meter Cloud Service
65150	Laboratory Services	26,607.00	23,500.00	23,500.00	0.00	
65160	Safety Equipment	5,554.00	5,000.00	5,000.00	0.00	
65170	Shop Supplies	6,494.00	7,000.00	7,000.00	0.00	
Total Other Field Operations		64,596.00	66,100.00	68,400.00	2,300.00	
65200 Treatment		22,269.00	18,000.00	18,000.00	0.00	
65300 Pumping						
65310	Maintenance	27,384.00	25,000.00	25,000.00	0.00	
65320	Electricity and Fuel	200,515.00	180,000.00	205,000.00	25,000.00	Increased to adjust for SMUD's rate increase
Total Pumping		227,899.00	205,000.00	230,000.00	25,000.00	

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
65400 Transmission & Distribution						
65410	Distribution Supplies	30,440.00	37,000.00	37,000.00	0.00	
65420	Meter Maintenance	116,106.00	120,100.00	0.00	-120,100.00	Decreased to move to Capital Budget; removed GL account from Operating Budget
65430	Tank Maintenance	768.00	3,000.00	3,000.00	0.00	
65440	Contract Repairs	3,933.00	21,000.00	21,000.00	0.00	
65450	Valve Replacements	0.00	15,000.00	15,000.00	0.00	
65460	Paving Repairs	10,909.00	25,000.00	25,000.00	0.00	
	Total Transmission & Distribution	162,156.00	221,100.00	101,000.00	-120,100.00	
67000 Transportation						
67001	Fuel	9,829.00	13,000.00	13,000.00	0.00	
67002	Maintenance	5,505.00	6,000.00	6,000.00	0.00	
	Total Transportation	15,334.00	19,000.00	19,000.00	0.00	
TOTAL FIELD OPERATIONS		\$492,254.00	\$529,000.00	\$436,400.00	-\$92,800.00	
TOTAL OPERATING EXPENSE		\$1,900,919.00	\$2,077,645.00	\$1,995,722.00	-\$81,923.00	

Non-Operating Expense

		2019-2020 ACTUAL UNAUDITED	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
69010 Debt Service						
69100 Revenue Bond 2015						
69105	Revenue Bond 2015-Principle	139,015.00	139,015.00	145,736.00	6,721.00	Per Loan Payment Schedule
69120	Interest	61,024.00	61,717.00	57,490.00	-4,227.00	Per Loan Payment Schedule
	Total Revenue Bond 2015	200,039.00	200,732.00	203,226.00	2,494.00	
69125 AMI Meter Loan						
69130	Principle	48,281.00	48,281.00	49,789.00	1,508.00	Per Loan Payment Schedule
69135	Interest	10,233.00	10,233.00	8,725.00	-1,508.00	Per Loan Payment Schedule
	Total AMI Meter Loan	58,514.00	58,514.00	58,514.00	0.00	
69400	Other Non-Operating Expense	0.00	0.00	2,000.00	2,000.00	Increased to normal budget amount
	TOTAL NON-OPERATING EXPENSE	\$258,553.00	\$259,246.00	\$263,740.00	\$4,494.00	
	TOTAL OPERATING & NON-OPERATING EXPENSE	\$2,159,472.00	\$2,336,891.00	\$2,259,462.00	\$-77,429.00	
	NET REVENUE (Revenue-Expense)	\$735,147.00	\$460,840.00	\$549,013.00	\$88,173.00	

Summary Net Revenue

TOTAL OPERATING & NON-OPERATING REVENUE	\$2,894,619.00	\$2,797,731.00	\$2,808,475.00	\$10,744.00
TOTAL OPERATING & NON-OPERATING EXPENSE	\$2,159,472.00	\$2,336,891.00	\$2,259,462.00	\$-77,429.00
NET REVENUE (Revenue-Expense)	\$735,147.00	\$460,840.00	\$549,013.00	\$88,173.00

Fund Balances

		2019-2020	2020-2021	DIFFERENCE	EXPLANATION
OPERATING FUND BALANCE		BUDGET	BUDGET		
Operating Account Balance June 30		\$764,769.00	\$764,769.00		
Net Revenue		460,840.00	549,013.00		
Transfer to Operating Reserve		-50,000.00	0.00	-50,000.00	Decreased to adjust for no transfer
Transfer to Capital Improvement Funds		-410,840.00	-549,013.00	-140,060.00	Increased to adjust for available funds
Estimated Operating Fund Balance June 30		\$764,769.00	\$764,769.00		
SURCHARGE 1 FUND BALANCE					
Surcharge 1 Fund Balance June 30		\$556,621.00	\$627,540.00		
43010	Surcharge Revenue	523,374.00	523,374.00	0.00	
41110	Investment Revenue	11,000.00	11,000.00	0.00	
69155	SRF Principle	-351,403.00	-360,494.00	9,091.00	Per Loan Payment Schedule
69160	SRF Interest	-109,952.00	-100,860.00	-9,092.00	Per Loan Payment Schedule
69220	SRF Administration	-2,100.00	-2,100.00	0.00	
Estimated Surcharge 1 Fund Balance June 30		\$627,540.00	\$698,460.00		
SURCHARGE 2 FUND BALANCE					
Surcharge 2 Fund Balance June 30		\$166,927.00	\$167,727.00		
43050	Surcharge 2 Revenue	439,019.00	439,019.00	0.00	
41110	Investment Revenue	800.00	800.00	0.00	
	Surcharge 2 Surplus Repayment	-110,201.00	-107,171.00	-3,030.00	Per District Repayment Schedule
69180	Principle	-210,000.00	-220,000.00	10,000.00	Per Loan Payment Schedule
69185	Interest	-118,818.00	-96,597.00	-22,221.00	Per Loan Payment Schedule
Estimated Surcharge 2 Fund Balance June 30		\$167,727.00	\$183,778.00		
LAIF FUND (CAPACITY FEES) BALANCE					
CERBT Fund Balance June 30		\$205,000.00	\$308,500.00		
44100	Capacity Fee Revenue	100,000.00	60,000.00	-40,000.00	Decreased for projected revenue
41110	Investment Revenue	3,500.00	2,000.00	-1,500.00	Decreased for projected revenue
Estimated CERBT Fund Balance June 30		\$308,500.00	\$370,500.00		

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 with the exception of Vehicle and Large Equipment Replacements. Funding sources may include Operating Fund Transfers and Investment Revenue.

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.

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.

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

Capital Budget by Funds

	GENERAL	FUTURE CAPITAL IMPROVEMENT PROJECTS	VEHICLE & LARGE EQUIPMENT REPLACEMENT	TOTAL
ESTIMATED BEGINNING BALANCE	1,903,391.00	0.00	10,000.00	1,883,799.00
FUNDING SOURCES				
Fund Transfers				
<i>Operating Fund Transfers In</i>	549,013.00	0.00	0.00	549,013.00
<i>CIP Fund Intrafund Transfers</i>	-420,592.00	345,592.00	75,000.00	0.00
<i>Beginning Balance Redistribution**</i>	-2,211,200.00	2,11,200.00	0.00	0.00
Surcharge 2 Surplus Repayment	107,171.00	0.00	0.00	107,171.00
Investment Revenue	0.00	3,500.00	0.00	3,500.00
TOTAL FUNDS AVAILABLE FOR CIP PROJECTS	312,188.00	2,560,292.00	90,000.00	2,962,480.00
A-1 · Miscellaneous Pump Replacements	40,000.00	0.00	0.00	40,000.00
Total A · WATER SUPPLY	40,000.00	0.00	0.00	2,590,000.00
B-1 · Service Replacements	30,000.00	0.00	0.00	30,000.00
B-2 · Small Meter Replacements	120,000.00	0.00	0.00	120,000.00
B-3 · Large Meter Replacements	5,000.00	0.00	0.00	5,000.00
Total B · WATER DISTRIBUTION	155,000.00	0.00	0.00	155,000.00
TOTAL BUDGETED PROJECT EXPENDITURES	195,000.00	0.00	0.00	195,000.00
ESTIMATED ENDING BALANCE	117,188.00	2,560,292.00	90,000.00	2,767,480.00

**NOTE:

The Beginning Balance Redistribution is a one-time reallocation from the General beginning fund balance to Future Capital Improvement Projects.

Capital Budget Technical Memorandum

The Technical Memorandum (TM) provides the revised budget descriptions for the proposed 2018/19 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

The budget item is 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

The budget item is to replace leaking services that require replacement throughout the budgetary year.

B-2 · Small Meter Replacements – 120,000

The budget item is to replace small water meters that are underreporting their water usage due to age.

B-3 · Large Meter Replacements – 5,000

The budget item is to replace large water meters that are underreporting their water usage due to age.

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 as a result 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 as a result 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



**Consent Calendar
Agenda Item: 4.1**

Date: August 17, 2020

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 _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reisig _____.

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

**MINUTES OF THE
JULY 20, 2020
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The July 20, 2020 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. at the Visitor's Depot Center located at 6730 Front Street, Rio Linda, CA 95673. General Manager Tim Shaw took roll call of the Board of Directors. President Jason Green, Director Chris Gifford, Director Robert Reisig, Director Mary Harris, and General Manager Tim Shaw were present. Director Ridilla, District Engineer Mike and Legal Counsel Karry Fuller attended the meeting via Zoom Video Conference. Director Harris led the pledge of allegiance.

2. PUBLIC COMMENT

No Public Comment

3. CONSENT CALENDAR

3.1 Minutes

June 15,2020 and June 29, 2020

3.2 Expenditures

3.3 Financial Reports

No public comment.

It was moved by Director Harris and seconded by Director Gifford to approve the Consent Calendar. Directors Green, Gifford, Reisig, Ridilla, Ridilla and Harris voted yes. The motion carried with unanimous vote of 5-0-0.

REGULAR CALENDAR

4. ITEMS FOR DISCUSSION AND ACTION

4.1 General Manager's Report

GM Shaw provided a written report.

No public comment on this item.

The Board made no action on this item

4.2 District Engineer's Report – Mike Vasquez

Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board. The report highlighted topics of General District Engineering and Well 16 Pumping Station Construction Project.

No public comment on this item.

The Board made no action on this item.

4.3 Consider authorizing a minor clarification to the Collective Bargaining Agreement, Cost of Living Adjustment implementation date language.

The proposed minor change reflected below to the current collective bargaining agreement Exhibit A would be more convenient to implement Cost of Living Adjustments (COLAs) due to the change to biweekly pay periods implemented in 2019. The current language compels the District to implement on December 1st, which was appropriate and convenient for semi-monthly pay dates (1st and 15th of each month). Forcing the implantation on the 1st of December can result in split pay rates within the same pay period, e.g. 16-hours at this rate and 64-hours at a different pay rate.

Employees shall receive the following COLA:

Cost of Living Adjustments will be provided ~~on~~ not later than December 1, 2019 and December 1, 2020 at the percentage set by the United States Department of Labor, Bureau of Labor Statistics, utilizing the Consumer Price Index for Western Urban Consumers (CPI-U) for the 12-month period ending in October of each adjustment year provided that COLAs shall not exceed three percent (3%) in any one year. However, if the CPI-U percentage increase is greater than 3 % in any one year, the amount over 3% shall be available as a "credit" to be applied if the CPI-U increase is less than 3% in any subsequent year of the term of this MOU.

If the Board agrees that the above described minor clarification is worthy of pursuing, the next step would be to direct the GM to contact Teamster Local 150 and request meet and confer. It's more than likely that Teamster Local 150 would also be inclined to conduct the meet and confer process via email

No public comment.

It was moved by Director Harris and seconded by Director Green to approve the minor clarification detailed above, subject to meet and confer with Teamster Local 150. Directors Reisig, Gifford, Harris Ridilla and Green voted yes. The motion carried with unanimous vote of 5-0-0.

4.4 Receive a status report on the ongoing rate study and discuss scheduling a Board workshop with participation from the rate study consultant.

Following the typical and essential Q&A between consultant and client, including feedback provided by the RLECWD Board, the rate study / cost of service consultant has reached the point where draft rate study tables have been prepared. Accordingly, it is necessary and appropriate for the RLECWD Board to schedule a workshop to interact with the rate consultant.

The workshop can be part of the August regular Board meeting or it can be via a special meeting. Either way, the consultant's participation will likely be remote, i.e. via Zoom.

No public comment.

It was moved by Director Ridilla and seconded by Director Green to schedule a doodle poll to determine when to schedule a zoom meeting workshop with the rate consultant. Directors Reisig, Gifford, Harris Ridilla and Green voted yes. The motion carried with unanimous vote of 5-0-0

4.5 Discuss the alternatives (where feasible) to special meetings in closed session to consult with specialty Legal Counsel on existing litigation.

As the Board is aware, it was recently necessary to call a special meeting to conference with Legal Counsel regarding existing litigation. The subject matter of the special meeting was arguably straight forward and innocuous, which understandably inspires the question of whether a Board meeting was necessary.

One reason the Board meeting was necessary is the absence of any formally granted authority for the engaged specialty counsel and/or the General Manager to make decisions on behalf of the Board on existing litigation. For that matter, the Board has not corresponded with general Legal Counsel on the feasibility, limitations, and legal ramification of such a delegation.

Therefore, it is the intent of this agenda item to allow for discussion on the subject and further determine if a change in approach is something the District is interested expending resources to explore.

No public comment.

The Board took no action on this item.

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

No public comment on this item.

The Board took no action on this item.

5. INFORMATION ITEMS

5.1. DISTRICT ACTIVITY REPORT

- 5.1.1. Water Operations Report
- 5.1.2. Conservation Report
- 5.1.3 Completed and Pending Items Report

5.2. 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, Reisig.
- 5.2.3. Executive Committee – Green, Reisig - Minutes provided.
- 5.2.4. ACWA/JPIA – Ridilla - No Report

Ad Hoc Committee GM Performance Review – Director Harris and Gifford reported that due to the economic status surrounding COVID there is talk to issue 5 days of administrative leave in lieu of the merit increase for the GM.

Director Reisig updated the Board that he was interviewed for the 3x3 committee with SGA, SCGA and RWA. He know it was between him and another person, but does not have an update yet.

6. DIRECTORS' AND GENERAL MANAGER COMMENTS – None.

7. ADJOURNMENT

Director Green adjourned the meeting at 7:14 p.m.

Respectfully submitted,

Timothy R. Shaw, Secretary

Jason Green, President of the Board

**MINUTES OF THE
AUGUST 5, 2020
BOARD OF DIRECTORS SPECIAL MEETING RATE STUDY WORKSHOP
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The August 5, 2020 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 5:00 p.m. via Zoom Video Conference. General Manager Tim Shaw took roll call of the Board of Directors. President Jason Green, Director Chris Gifford, Director Robert Reisig, Director Mary Harris, Director John Ridilla, General Manager Tim Shaw, and Rate Consultant Alison Lechowicz were present.

No Public Comment

2. ONGOING RATE STUDY / COST OF SERVICE ANALYSIS - The Board of Directors will take part in dialog with its consultant, Alison Lechowicz of Lechowicz & Tseng Municipal Consultants.

No Board action will be taken.

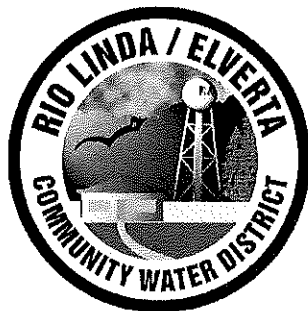
3. ADJOURNMENT

President Jason Green adjourned the meeting at 6:05 p.m.

Respectfully submitted,

Timothy R. Shaw, Secretary

Jason Green, President of the Board



**Consent Calendar
Agenda Item: 4.2**

Date: August 17, 2020

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends approval of the Expenditures for the month of June 2020.

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 2020.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reisig _____.

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

**Rio Linda Elverta Community Water District
Expenditure Report
June 2020**

Type	Date	Num	Name	Memo	Amount
Liability Check	06/03/2020	EFT	QuickBooks Payroll Service	For PP Ending 05/30/20 Paydate 06/04/2020	19,333.77
Liability Check	06/04/2020	EFT	CalPERS	For PP Ending 05/30/20 Paydate 06/04/2020	2,682.67
Liability Check	06/04/2020	EFT	CalPERS	For PP Ending 05/30/20 Paydate 06/04/2020	1,055.60
Liability Check	06/04/2020	EFT	Nationwide	Deferred Compensation Plan: Employer & Employee Share	1,219.49
Bill Pmt -Check	06/04/2020	EFT	Adept Solutions	Computer Maintenance	1,333.00
Bill Pmt -Check	06/04/2020	EFT	Comcast	Phone/Internet	234.80
Bill Pmt -Check	06/04/2020	EFT	PGE	Utilities	111.38
Bill Pmt -Check	06/04/2020	EFT	Republic Services	Utilities	84.45
Liability Check	06/04/2020	EFT	Internal Revenue Service	Employment Taxes	7,177.04
Liability Check	06/04/2020	EFT	Employment Development	Employment Taxes	1,344.67
Bill Pmt -Check	06/04/2020	EFT	Voyager Fleet Commander	Transportation Fuel	55.58
Transfer	06/04/2020	EFT	RLECW	Umpqua Bank Monthly Debt Service Transfer	16,500.00
Check	06/04/2020	1266	Customer	Hydrant Deposit Refund	966.00
Bill Pmt -Check	06/04/2020	1267	ABS Direct, Inc.	Postage, Printing	846.51
Bill Pmt -Check	06/04/2020	1268	VOID	VOID	0.00
Bill Pmt -Check	06/04/2020	1269	BSK Associates	Lab Fees	8,975.00
Bill Pmt -Check	06/04/2020	1270	Buckmaster Office Solutions	Office Equipment Expense	88.42
Bill Pmt -Check	06/04/2020	1271	ICONIX Waterworks	Distribution Supplies	2,699.14
Bill Pmt -Check	06/04/2020	1272	Quill	Office Expense	129.25
Bill Pmt -Check	06/04/2020	1273	Regional Water Authority	Member Withdrawal Liability	17,451.00
Bill Pmt -Check	06/04/2020	1274	Rio Linda Elverta Recreation & Park Dist	Meeting Expense	50.00
Bill Pmt -Check	06/04/2020	1275	Rio Linda Hardware & Building Supply	Shop Supplies	318.05
Bill Pmt -Check	06/04/2020	1276	Rio Linda Messenger - John Todd	Computer Maintenance	140.00
Bill Pmt -Check	06/04/2020	1277	Sierra Chemical Company	Treatment	1,485.82
Bill Pmt -Check	06/04/2020	1278	SMUD	Utilities	16,871.43
Bill Pmt -Check	06/04/2020	1279	Tesco Controls	Pumping Maintenance	2,578.95
Bill Pmt -Check	06/04/2020	1280	USA Bluebook	Treatment; Shop Supplies	878.36
Bill Pmt -Check	06/04/2020	1281	Postmaster	Postage	288.00
Bill Pmt -Check	06/04/2020	1282	Vanguard Cleaning	Janitorial	195.00
Bill Pmt -Check	06/04/2020	1283	Ferguson Enterprises	Capital Improvement: Large Meter Replacement	3,543.07
Bill Pmt -Check	06/04/2020	1284	ACWA/JPIA	EAP	25.70
Check	06/15/2020	EFT	WageWorks	FSA Administration Fee	76.25
Check	06/17/2020	EFT	ARCO	Transportation: Fuel	483.75
Liability Check	06/17/2020	EFT	QuickBooks Payroll Service	For PP Ending 06/13/2020 Paydate 06/18/2020	18,742.80
Liability Check	06/18/2020	EFT	CalPERS	For PP Ending 06/13/2020 Paydate 06/18/2020	2,695.56
Liability Check	06/18/2020	EFT	CalPERS	For PP Ending 06/13/2020 Paydate 06/18/2020	1,055.60
Liability Check	06/18/2020	EFT	Nationwide	Deferred Compensation Plan: Employer & Employee Share	1,657.50
Liability Check	06/18/2020	EFT	Internal Revenue Service	Employment Taxes	7,203.90
Liability Check	06/18/2020	EFT	Employment Development	Employment Taxes	1,388.16
Liability Check	06/18/2020	EFT	Kaiser Permanente	Health Insurance	2,178.78
Liability Check	06/18/2020	EFT	Principal	Dental & Vision Insurance	1,363.75
Liability Check	06/18/2020	EFT	Western Health Advantage	Health Insurance	9,358.06

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Rio Linda Elverta Community Water District
Expenditure Report
 June 2020

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	06/18/2020	EFT	Verizon	Field Communication, Field IT	493.40
Bill Pmt -Check	06/18/2020	EFT	Umpqua Bank Credit Card	Backflow, Computer, Office, Postage, Safety, Shop	3,174.37
Check	06/18/2020	EFT	RLECWd - Capital Improvement	Current Monthly Transfer	35,940.00
Check	06/18/2020	EFT	RLECWd - SURCHARGE ACCOUNT 1	Bi-monthly Transfer	87,666.32
Check	06/18/2020	EFT	RLECWd - SURCHARGE ACCOUNT 2	Bi-monthly Transfer	72,901.46
Check	06/18/2020	EFT	RLECWd - LAIF	Transfer Capacity Fees	9,000.00
Check	06/18/2020	1286	Customer	Final Bill Refund	52.11
Check	06/18/2020	1287	Customer	Final Bill Refund	100.00
Bill Pmt -Check	06/18/2020	1288	Churchwell White	Legal	410.90
Bill Pmt -Check	06/18/2020	1289	CoreLogic Solutions	Metro Scan	134.75
Bill Pmt -Check	06/18/2020	1290	County of Sacramento	Permits	123.00
Bill Pmt -Check	06/18/2020	1291	DirectHit Pest Control	Building Maintenance	75.00
Bill Pmt -Check	06/18/2020	1292	EKI Environmental	Engineering	5,000.00
Bill Pmt -Check	06/18/2020	1293	Hopkins Technical Products	Pumping Maintenance	1,801.08
Bill Pmt -Check	06/18/2020	1294	Intermedia.net	Telephone	79.20
Bill Pmt -Check	06/18/2020	1295	Oreilly Automotive	Transportation: Maintenance	6.71
Bill Pmt -Check	06/18/2020	1296	Quill	Office Expense	7.53
Bill Pmt -Check	06/18/2020	1297	RW Trucking	Distribution Supplies	711.16
Bill Pmt -Check	06/18/2020	1298	Sierra Chemical Company	Treatment	861.30
Bill Pmt -Check	06/18/2020	1299	Spok Inc.	Field Communication	15.19
Bill Pmt -Check	06/18/2020	1300	T.W.L. Construction	Building Maintenance	124.00
Bill Pmt -Check	06/18/2020	1301	Unifirst Corporation	Uniforms	291.61
Bill Pmt -Check	06/18/2020	1302	County of Sacramento	Capital Improvement: Well 16 Construction	492.00
Bill Pmt -Check	06/18/2020	1303	Ferguson Enterprises	Capital Improvement: Large Meters	1,520.43
Liability Check	06/30/2020	EFT	Nationwide	Deferred Compensation Plan: Employer & Employee Share	316.62
Total 10000 - Bank - Operating Account					<u>376,164.40</u>

Rio Linda Elverta Community Water District
Expenditure Report
 June 2020

Type	Date	Num	Payee	Memo	Amount
Check	06/30/2020	EFT	State Water Resources Control Board	Safe Drinking Water State Revolving Fund Loan Payment	230,677.32
10300 - Surcharge 1 Account					<u>230,677.32</u>

Type	Date	Num	Payee	Memo	Amount
Transfer	06/04/2020	EFT	RLECWD - Operating	CIP Expense Transfer: Refer to operating check numbers: 1283	3,543.07
Transfer	06/18/2020	EFT	RLECWD - Operating	CIP Expense Transfer: Refer to operating check numbers: 1302 & 1303	2,012.43
10475 - Capital Improvement-Umpqua Bank					<u>5,555.50</u>



**Consent Calendar
Agenda Item: 4.3**

Date: August 17, 2020

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends approval of the Districts Financial Reports for the month of June 2020.

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 in order to inform them of the District's current financial condition.

Conclusion:

I recommend the Board approve the Financial Reports for June 2020.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____
Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reisig _____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Rio Linda Elverta Community Water District
Unaudited Balance Sheet
 As of June 30, 2020

ASSETS	
Current Assets	
Checking/Savings	
100 · Cash & Cash Equivalents	
10000 · Operating Account	
10020 · Operating Fund-Umpqua	773,355.20
Total 10000 · Operating Account	773,355.20
10475 · Capital Improvement	
10480 · General	1,472,933.97
10485 · Vehicle Replacement Reserve	15,000.00
Total 10450 · Capital Improvement	1,487,933.97
Total 100 · Cash & Cash Equivalents	2,261,289.17
102 · Restricted Assets	
102.2 · Restricted for Debt Service	
10700 · ZIONS Inv/Surcharge Reserve	524,881.94
10300 · Surcharge 1 Account	663,939.93
10350 · Umpqua Bank Debt Service	37,695.92
10380 · Surcharge 2 Account	224,645.29
10385 · OpusBank Checking	3,079,765.58
Total 102.2 · Restricted for Debt Service	4,530,928.66
102.4 · Restricted Other Purposes	
10600 · LAIF Account	304,201.01
10650 · Operating Reserve Fund	301,615.90
Total 102.4 · Restricted Other Purposes	605,816.91
Total 102 · Restricted Assets	5,136,745.57
Total Checking/Savings	7,398,034.74
Accounts Receivable	505,009.70
Other Current Assets	
12000 · Water Utility Receivable	78,987.94
12200 · Accrued Revenue	468,053.09
12250 · Accrued Interest Receivable	1,033.61
15000 · Inventory Asset	68,727.94
16000 · Prepaid Expense	12,141.77
Total Other Current Assets	628,944.35
Total Current Assets	8,531,988.79
Fixed Assets	
17000 · General Plant Assets	709,029.25
17100 · Water System Facilities	20,760,310.67
17300 · Intangible Assets	373,043.42
17500 · Accum Depreciation & Amort	-9,894,836.59
18000 · Construction in Progress	2,498,738.27
18100 · Land	576,673.45
Total Fixed Assets	15,022,958.47
Other Assets	
19000 · Deferred Outflows	262,764.00
19900 · Suspense Account	0.00
Total Other Assets	262,764.00
TOTAL ASSETS	23,817,711.26

Rio Linda Elverta Community Water District
Unaudited Balance Sheet
 As of June 30, 2020

LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	620,625.12
Credit Cards	60.00
Other Current Liabilities	816,549.94
Total Current Liabilities	1,437,235.06
Long Term Liabilities	
23000 · OPEB Liability	211,573.00
23500 · Lease Buy-Back	656,542.27
25000 · Surcharge 1 Loan	3,833,912.47
25050 · Surcharge 2 Loan	2,790,040.16
26000 · Water Rev Refunding	1,806,855.00
27000 · Community Business Bank	244,415.94
29000 · Net Pension Liability	987,630.00
29500 · Deferred Inflows-Pension	5,192.00
29600 · Deferred Inflows-OPEB	26,811.00
Total Long Term Liabilities	10,562,971.84
Total Liabilities	12,000,206.90
Equity	
31500 · Invested in Capital Assets, Net	5,763,114.46
32000 · Restricted for Debt Service	702,232.24
38000 · Unrestricted Equity	3,592,575.00
Net Income	1,759,582.66
Total Equity	11,817,504.36
TOTAL LIABILITIES & EQUITY	23,817,711.26

Rio Linda Elverta Community Water District
Unaudited Operating Profit & Loss Budget Performance
 As of June 30, 2020

24

	<u>Annual Budget</u>	<u>Jun 20</u>	<u>Jul 19-Jun 20</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	2,715,475.00	371,222.98	2,797,513.00	103.02%	-82,038.00
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	400.00	13.87	1,941.72	485.43%	-1,541.72
Surcharge Total 41110 · Investment Revenue	400.00	13.87	1,941.72	485.43%	-1,541.72
41120 · Property Tax	81,856.00	0.00	95,163.73	116.26%	-13,307.73
Total 41000 · Nonoperating Revenue	82,256.00	13.87	97,105.45	118.05%	-14,849.45
Total Income	<u>2,797,731.00</u>	<u>371,236.85</u>	<u>2,894,618.45</u>	<u>103.46%</u>	<u>-96,887.45</u>
Gross Income	2,797,731.00	371,236.85	2,894,618.45	103.46%	-96,887.45
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	142,212.00	10,739.41	86,735.45	60.99%	55,476.55
60100 · Personnel Services					
60110 · Salaries & Wages	722,042.00	70,753.88	702,249.57	97.26%	19,792.43
60150 · Employee Benefits & Expense	455,210.00	32,378.16	412,323.03	90.58%	42,886.97
Total 60100 · Personnel Services	<u>1,177,252.00</u>	<u>103,132.04</u>	<u>1,114,572.60</u>	<u>94.68%</u>	<u>62,679.40</u>
60200 · Administration	228,681.00	9,266.64	207,358.27	90.68%	21,322.73
64000 · Conservation	300.00	0.00	0.00	0.00%	300.00
65000 · Field Operations	529,200.00	43,643.71	492,252.65	93.02%	36,947.35
Total 60000 · Operating Expenses	<u>2,077,645.00</u>	<u>166,781.80</u>	<u>1,900,918.97</u>	<u>91.49%</u>	<u>176,726.03</u>
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	139,015.00	0.00	139,015.00	100.00%	0.00
69110 · Interest	61,717.00	0.00	61,023.55	98.88%	693.45
Total 69100 · Revenue Bond	<u>200,732.00</u>	<u>0.00</u>	<u>200,038.55</u>	<u>99.66%</u>	<u>693.45</u>
69125 · AMI Meter Loan					
69130 · Principle	48,281.00	0.00	48,280.64	100.00%	0.36
69135 · Interest	10,233.00	0.00	10,233.28	100.00%	-0.28
Total 69125 · AMI Meter Loan	<u>58,514.00</u>	<u>0.00</u>	<u>58,513.92</u>	<u>100.00%</u>	<u>0.08</u>
Total 69010 · Debt Service	<u>259,246.00</u>	<u>0.00</u>	<u>258,552.47</u>	<u>99.73%</u>	<u>693.53</u>
69400 · Other Non-Operating Expense	0.00	0.00	0.00	0.00%	0.00
Total 69000 · Non-Operating Expenses	<u>259,246.00</u>	<u>0.00</u>	<u>258,552.47</u>	<u>99.73%</u>	<u>693.53</u>
Total Expense	<u>2,336,891.00</u>	<u>166,781.80</u>	<u>2,159,471.44</u>	<u>92.41%</u>	<u>177,419.56</u>
Net Ordinary Income	<u>460,840.00</u>	<u>204,455.05</u>	<u>735,147.01</u>		
Net Income	<u>460,840.00</u>	<u>204,455.05</u>	<u>735,147.01</u>		

Accrual Basis

Rio Linda Elverta Community Water District
UNAUDITED CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2019-20
 As of June 30, 2020

	GENERAL		CHROMIUM MITIGATION & NEW WELLS		VEHICLE REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
BEGINNING FUND BALANCE	\$ 1,903,391.00	\$ 1,903,391.00	\$ (29,592.00)	\$ (29,592.00)	\$ 10,000.00	\$ 10,000.00
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	410,840.00	410,840.00	-	1,308.20	-	-
CIP Fund Intrafund Transfers	(5,000.00)	(5,000.00)	-	-	5,000.00	5,000.00
Surcharge 2 Surplus Repayment	-	-	110,201.00	110,201.00	-	-
Contributed Funding						
Contributed Facilities (Developers)	-	-	-	-	-	-
Grant Revenue	-	-	400,000.00	505,000.00	-	-
Loan Proceeds	-	-	450,000.00	681,947.27	-	-
Investment Revenue	4,500.00	5,002.29	-	-	-	-
Sale of Fixed Assets	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE FOR CIP PROJECTS	2,313,731.00	2,314,233.29	930,609.00	1,268,864.47	15,000.00	15,000.00
PROJECTS						
A - WATER SUPPLY						
A-1 - Well XX - Cr6 Treatment/Design	-	-	50,000.00	-	-	-
A-2 - Well 16	-	-	800,000.00	1,186,947.27	-	-
A-3 - Miscellaneous Pump Replacements	40,000.00	2,004.72	-	-	-	-
Total A - WATER SUPPLY	40,000.00	2,004.72	850,000.00	1,186,947.27	-	-
B - WATER DISTRIBUTION						
B-1 - Service Replacements	30,000.00	-	-	-	-	-
B-2 - Large Meter Replacements	5,000.00	5,063.50	-	-	-	-
Total B - WATER DISTRIBUTION	35,000.00	5,063.50	-	-	-	-
C - CONTINGENCY						
C-1 - Contingency (10% of Est A,B,& M)	7,500.00	-	85,000.00	-	-	-
TOTAL BUDGETED PROJECT EXPENDITURES	82,500.00	7,068.22	935,000.00	1,186,947.27	-	-
ENDING FUND BALANCE	\$ 2,231,231.00	\$ 2,307,165.07	\$ (4,391.00)	\$ 81,917.20	\$ 15,000.00	\$ 15,000.00

Rio Linda Elverta Community Water District
Capacity Revenue Profit & Loss Budget Performance
 April - June 2020

25

	<u>Annual Budget</u>	<u>Apr-Jun 20 Current QTR</u>	<u>Jul 19-Jun 20 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	1,251.28	4,201.01	840.2%	-3,701.01
	<u>500.00</u>	<u>1,251.28</u>	<u>4,201.01</u>	<u>840.2%</u>	<u>-3,701.01</u>
44100 · Capacity Fee Revenue	40,000.00	8,751.87	90,899.88	227.25%	-50,899.88
Total Income	<u>40,500.00</u>	<u>10,003.15</u>	<u>95,100.89</u>	<u>234.82%</u>	<u>-54,600.89</u>
Gross Income	<u>40,500.00</u>	<u>10,003.15</u>	<u>95,100.89</u>	234.82%	-54,600.89
Net Income	<u>40,500.00</u>	<u>10,003.15</u>	<u>95,100.89</u>		

Rio Linda Elverta Community Water District
Surcharge 1 Profit & Loss Budget Performance
 April - June 2020

	<u>Annual Budget</u>	<u>Apr-Jun 20 Current QTR</u>	<u>Jul 19-Jun 20 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41111 · Dividend Revenue	1,200.00	43.73	1,510.68	125.89%	-310.68
41112 · Interest Revenue	6,800.00	2,535.36	10,443.21	153.58%	-3,643.21
41113 · Market Value Adjustment	0.00	6,707.26	11,221.22	100.0%	-11,221.22
	<u>8,000.00</u>	<u>9,286.35</u>	<u>23,175.11</u>	<u>289.69%</u>	<u>-15,175.11</u>
43010 · Surcharge 1 Revenue	<u>523,374.00</u>	<u>86,926.34</u>	<u>465,636.78</u>	<u>88.97%</u>	<u>57,737.22</u>
Total Income	<u>531,374.00</u>	<u>96,212.69</u>	<u>488,811.89</u>	<u>91.99%</u>	<u>42,562.11</u>
Gross Income	531,374.00	96,212.69	488,811.89	91.99%	42,562.11
Expense					
69150 · Surcharge 1 Loan					
69155 · Principle	351,403.00	176,823.32	351,402.68	100.0%	0.32
69160 · Interest	109,952.00	53,854.00	109,951.96	100.0%	0.04
69170 · Admin Fees	2,100.00	551.66	2,154.30	102.59%	-54.30
Total 69150 · Surcharge 1 Loan	<u>463,455.00</u>	<u>231,228.98</u>	<u>463,508.94</u>	<u>100.01%</u>	<u>-53.94</u>
Total Expense	<u>463,455.00</u>	<u>231,228.98</u>	<u>463,508.94</u>		
Net Income	<u>67,919.00</u>	<u>-135,016.29</u>	<u>25,302.95</u>		

Rio Linda Elverta Community Water District
Surcharge 2 Profit & Loss Budget Performance
 April - June 2020

26

	<u>Annual Budget</u>	<u>Apr-Jun 20 Current QTR</u>	<u>Jul 19-Jun 20 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	20.00	26.87	2,829.54	14,147.7%	-2,809.54
	<u>20.00</u>	<u>26.87</u>	<u>2,829.54</u>	<u>14,147.7%</u>	<u>-2,809.54</u>
43050 · Surcharge 2 Revenue	439,019.00	121,955.88	436,882.37	99.51%	2,136.63
44300 · Grant Revenue	505,000.00	505,000.00	505,000.00	100.0%	0.00
Total Income	<u>944,039.00</u>	<u>626,982.75</u>	<u>944,711.91</u>	<u>100.07%</u>	<u>-672.91</u>
Gross Income	944,039.00	626,982.75	944,711.91	100.07%	-672.91
Expense					
69175 · Surcharge 2 Loan					
69180 · Principle	210,000.00	0.00	210,000.00	100.0%	0.00
69185 · Interest	118,818.00	0.00	60,311.89	50.76%	58,506.11
Total 69175 · Surcharge 2 Loan	<u>328,818.00</u>	<u>0.00</u>	<u>270,311.89</u>	<u>82.21%</u>	<u>58,506.11</u>
Total Expense	<u>328,818.00</u>	<u>0.00</u>	<u>270,311.89</u>		
Net Income	<u>615,221.00</u>	<u>626,982.75</u>	<u>674,400.02</u>		



PMIA/LAIF Performance Report as of 06/10/20



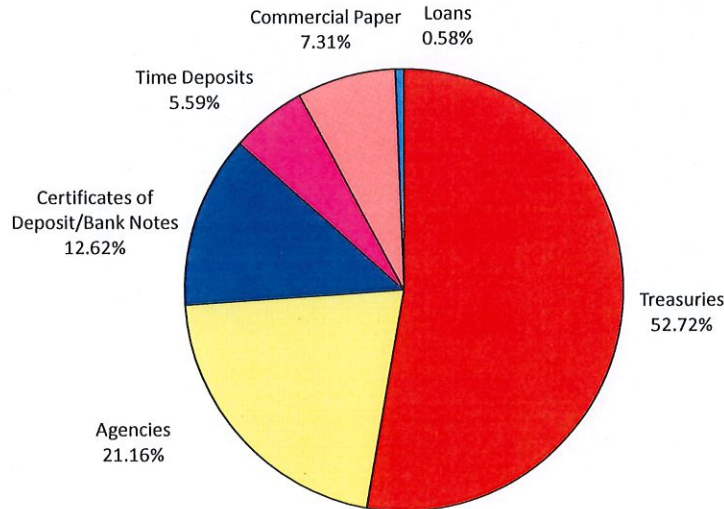
PMIA Average Monthly Effective Yields⁽¹⁾

May	1.363
Apr	1.648
Mar	1.787

Quarterly Performance Quarter Ended 03/31/20

LAIF Apportionment Rate ⁽²⁾ :	2.03
LAIF Earnings Ratio ⁽²⁾ :	0.00005535460693046
LAIF Fair Value Factor ⁽¹⁾ :	1.007481015
PMIA Daily ⁽¹⁾ :	1.73%
PMIA Quarter to Date ⁽¹⁾ :	1.89%
PMIA Average Life ⁽¹⁾ :	208

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 05/31/20 \$99.0 billion



Percentages may not total 100% due to rounding

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



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

Date: August 17, 2020
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 _____

Ridilla:____ Harris:____ Jason Green ____ Gifford ____ Reisig ____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



Date: August 17, 2020

Subject: General Manager Report

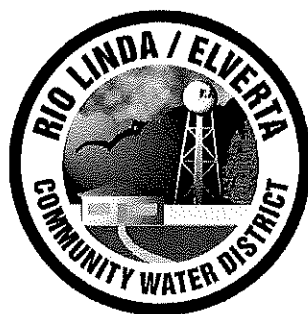
Staff Contact: Timothy R. Shaw, General Manager

For the given month, I participated in the following reoccurring meetings and special events: This reporting period is characterized by the transitions. There is an ongoing dispute with Tesco regarding a quote received from Tesco for their costs to support a replacement of a workstation computer damaged by a recent power outage. The transition to Empower Differed Compensation Plan has been an extremely labor-intensive, fastidious process. I have also been interacting with Teamster Local 150 regarding drafting of a Customer Service Tech 2 position description. Several staff are working remotely, which has gone smoothly so far.

1. On July 22nd, I participated in a meeting with the Sacramento Regional Water Utilities Collaboration Study. The consultant shared the results of the information gathering phase, which included all agencies' goals for collaboration.
2. On July 23rd and July 30th I participated in the weekly transition meetings with Empower Transition Specialist. One major impediment to the transition was the absence of the existing plan document with Nationwide. Our Nationwide representative has been contacted several times by several people but does not respond. Empower personnel will use alternative contacts they have to seek out the Nationwide plan document.
3. On July 28th I participated in another meeting with the Sacramento Regional Water Utilities Collaboration Study.
4. On July 31st Legal Counsel and I participated in a meeting with Sacramento County Planning and Elverta Specific Plan Owners Group representatives. The virtual meeting included 16 participants. Some of the Owners Group participants became very heated and accusatory. However, the Sacramento County Planning participants seemed to understand and support the District's reluctance to remove a tentative map condition requiring conformance with groundwater sustainability objectives. Unlike the previous such meeting months ago, Sacramento Groundwater Authority personnel were not participants in this meeting.
5. On Aug 3rd and 12th District Engineer, Operations Superintendent and I met to discuss the large SMUD solar array being designed for construction on West 6th St.
6. On Aug 13th I participated in another meeting with Empower. A new Transition Specialist has been assigned.

Additional items of interest:

This reporting period also entailed several meetings, included public Board meeting regarding the ongoing rate study / cost of service analysis. The preparation for such includes several meetings with the consultant and review/revise presentation materials. In weekly staff meetings, among other topics I made a conscious effort to apprise staff of the rate study and collaboration study elements with encouragement to ask any questions and express any concerns. The feedback from staff makes it clear they are reviewing materials and watching board meeting video.



Items for Discussion and Action

Agenda Item: 5.2

Date: August 17, 2020

Subject: District Engineer's Report

Staff Contact: Mike Vasquez, District Engineer

Recommended Committee Action:

N/A this item is not discussed at committees.

Current Background and Justification:

The District Engineer will provide a written report to the Board of Directors on engineering activities since the previous monthly meeting. The Board may ask for clarifications and may also provide direction in response to the report.

Conclusion:

There is no Board action anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reisig _____.
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

12 August 2020

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 17 August 2020 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 16 July 2020 to 12 August 2020:

1. General District Engineering:

- Electric Avenue Residential Development (7 Lots between Cypress Street and Elverta Road): The most recent communication with the developer was on 7/10/2020 resulting in the developer's intent to move forward with the development. The District is currently waiting for final plans from the developer for signature and approval of the water facilities design.
- Fox Hollow Residential Development (28 lots 6th Street between Q Street and S Street): The developer's engineer contacted the District on 8/11/2020 to request District improvement standards and construction details, which we provided the same day. The developer's engineer stated that he intends to revise the subdivision plans and resubmit them to the District for review, but was uncertain on the schedule.
- Wildflower Solar Project (7501 West 6th Street): The developer's engineer submitted plans for the District to review for a 65-acre solar panel field. Although the project does not anticipate connection to the District's water system, the property is within the District's boundary, and the District can provide comments on the project. Virtual meetings with the General Manager and Operations Superintendent were conducted on 8/3/2020 and 8/12/2020 to discuss the project. Additional information has been requested from the developer before comments can be prepared.

2. Well 16 Pump Station Construction Project:

- Over the past month, the construction contractor has completed installation of the perimeter sound wall, installed the control building roof trusses and sheeting, and began installation of roof tiles. Electrical work inside the control building continued. SMUD delivered and installed the transformer shell on 8/5/2020.
- The "three week look ahead" schedule through 9/4/2020 indicates installation of well site piping (below and above ground), continued electrical work, and control building completion.
- Processed the contractor's third invoice.
- To date, have responded to 62 contractor submittals.
- To date, have responded to 22 contractor Request for Information letters.

Tim Shaw, General Manager, RL/ECWD
District Engineer's Report
12 August 2020
Page 2 of 2



- Continue to perform ongoing and daily construction management services.

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 (EKI), District Engineer (RL/ECWD)



Items for Discussion and Action

Agenda Item: 5.3

Date: August 17, 2020

Subject: General Manager Performance Review Finding

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

The Executive Committee recommends the Board approve a finding that the General Manager's performance has been satisfactory, and further stipulate that bypassing any merit raise this year is not reflective of poor performance.

Current Background and Justification:

The June 15, 2020 Board meeting included Board approval of establishing an ad hoc committee comprised of Directors Harris and Gifford to deliberate on the General Manager's performance review. The July 20, 2020 Board meeting included an update from the GM Performance Review Ad Hoc to convey that the Ad Hoc and the General Manager mutually agree as follows:

- The General Manager's performance is satisfactory.
- In recognition of the ongoing economic crisis associated with COVID-19, the merit raise described in the Employment Agreement should be bypassed this year with the stipulation that such bypass is not reflective of poor performance.

Conclusion:

In consideration of the facts and circumstances described above, I recommend the Board approve a finding of satisfactory performance by the General Manager, and further stipulate that bypassing any merit raise this year is not reflective of poor performance.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reising _____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



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

Date: August 17, 2020

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

Current Background and Justification:

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

Conclusion:

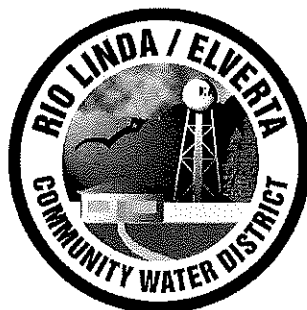
I recommend the Board consider approving any specific nominations and assignments as may be deemed necessary and appropriate.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla:____ Harris:____ Jason Green ____ Gifford ____ Reisig ____.

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



**Information Items
Agenda Item: 6.1**

Date: August 17, 2020

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

1. DISTRICT ACTIVITY REPORT

1. Operations Report
2. Conservation Report
3. Completed and Pending Items Report

RIO LINDA/ELVERTA C.W.D. 2020

REPORT OF DISTRICT OPERATIONS

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SOURCE WATER DATA

Water Production (Million Gallons)

January	February	March	April	May	June		Year To Date	
37.6	40	45.5	57.9	95.9	118.9			
37,607,740	40,007,134	45,529,919	57,951,598	95,888,048	118,923,764			
July	August	Sept.	Oct.	Nov.	Dec.			
130.7							526.50	
130,737,920								
							Monthly Total	
Gallons = Multiply M.G. by: 1,000,000							130,737,920	Gallons 526,646,123
Cubic Feet = Divide gallons by: 7.48							17,478,332	Cubic Feet 70,407,236
Hundred Cu Ft. = Divide cu. ft. by: 100							174,783	Hundred Cubic Feet 704,072
Acre Ft. = Divide gallons by: 325,829							401.25	Acre Ft. 1,616

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total (Low Psi Complaints)

January	February	March	April	May	June		Year To Date
0	1 (1)	1 (1)	4 (4)	2 (2)	5 (5)		
July	August	Sept.	Oct.	Nov.	Dec.		
1 (1)							14

New Services

New Construction	0	0
Existing Homes	0	0
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4640

Distribution System Failures/Repairs

Deterioration July 1 thru 31	14	51
Damaged July 1 thru 31	2	2

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	20	122
Raw Water Bacteriological Samples (at Wells)	0	22

July 1, 2020 - July 31, 2020

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

Work Orders Issued - 71	Work Orders Completed - 44	USA's Issued - 112
Change Out Meter - 29	Change Out Meter - 7	
General Complaint - 1	General Complaint - 1	
Flow Test - 2	Flow Test - 2	
Get Current Read - 4	Get Current Read - 4	
Line Leak - 8	Line Leak - 6	
Possible Leak - 11	Other Work - 1	
Pressure Complaint - 1	Possible Leak - 10	
Re-Read Meter - 1	Pressure Complaint - 1	
New Service Quote - 1	Re-Read Meter - 1	
Tag Property - 4	New Service Quote - 1	
Turn Off Service - 6	Tag Property - 4	
Turn On Service - 3	Turn Off Service - 3	
	Turn On Service - 3	

RIO LINDA/ELVERTA C.W.D.

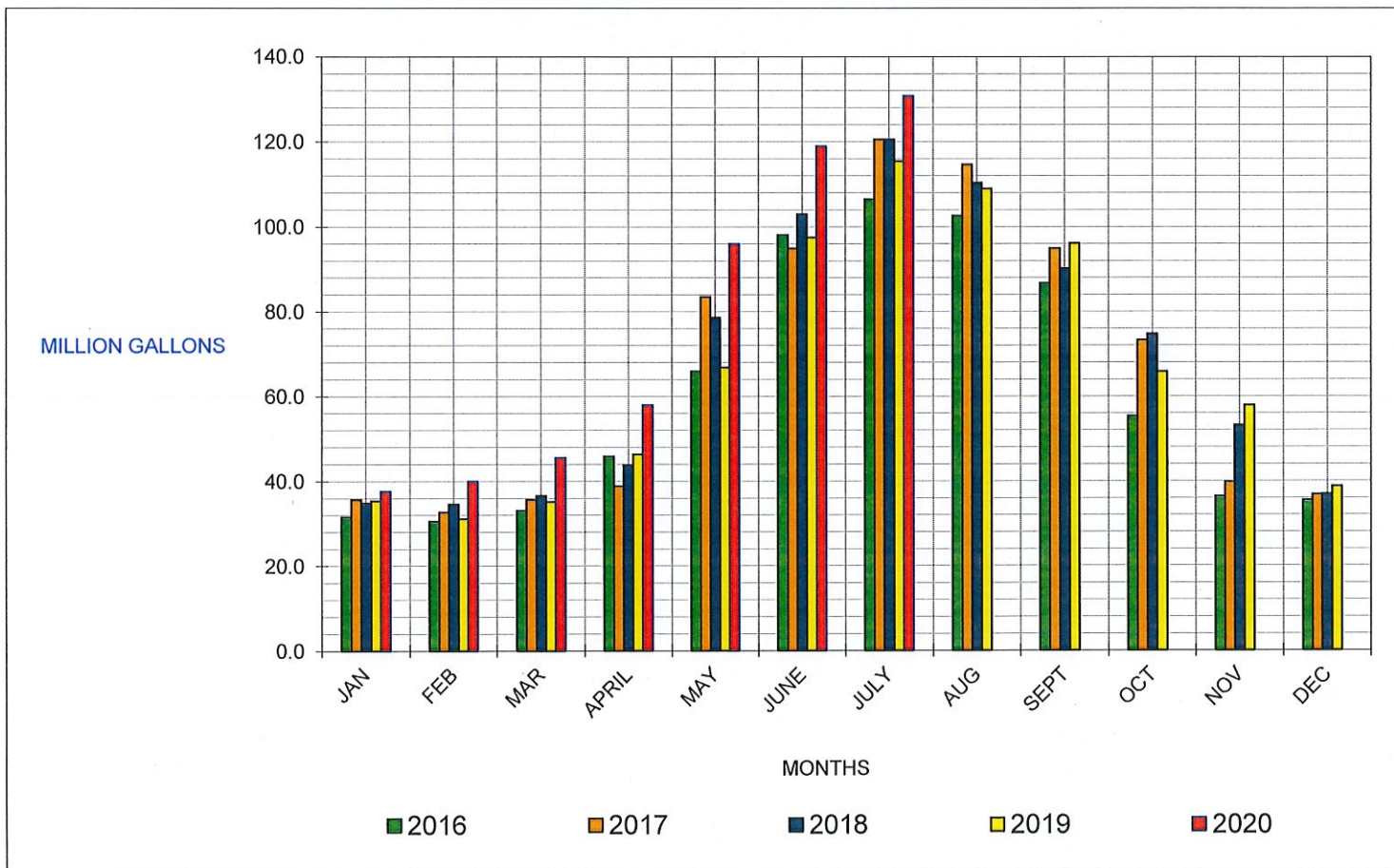
WATER PRODUCTION

2016 \ 2020

Water Production in Million Gallons

SSWD Water Purchases

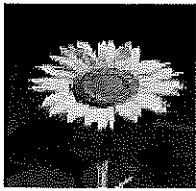
Month	2016	2017	2018	2019	2020	Avg.	2016	2017	2018	2019	2020
JAN	31.5	35.6	34.8	35.3	37.6	35.0	0.0	0.0	0.0	0.0	0.0
FEB	30.5	32.7	34.5	31.1	40.0	33.8	0.0	0.0	0.0	0.0	0.0
MAR	33.0	35.6	36.5	35.1	45.5	37.1	0.0	0.0	0.0	0.0	0.0
APRIL	45.8	38.8	43.7	46.3	57.9	46.5	0.0	0.0	0.0	0.0	0.0
MAY	65.9	83.4	78.5	66.8	95.9	78.1	0.0	0.0	0.0	0.0	0.0
JUNE	98.0	94.9	102.9	97.5	118.9	102.4	0.0	0.0	0.0	0.0	0.0
JULY	106.4	120.5	120.5	115.4	130.7	118.7	0.0	0.0	0.0	0.0	0.0
AUG	102.6	114.6	110.3	108.9		109.1	0.0	0.0	0.0	0.0	
SEPT	86.7	94.9	90.1	96.1		92.0	0.0	0.0	0.0	0.0	
OCT	55.2	73.2	74.7	65.8		67.2	0.0	0.0	0.0	0.0	
NOV	36.3	39.7	53.1	57.8		46.7	0.0	0.0	0.0	0.0	
DEC	35.4	36.7	36.8	38.7		36.9	0.0	0.0	0.0	0.0	
TOTAL	727.3	800.6	816.4	794.8	526.5	784.8	0.0	0.0	0.0	0.0	0.0



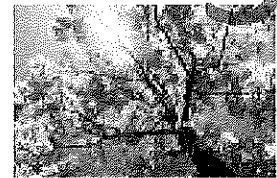
Well 16 Pumping Station Construction

8-13-2020





Conservation Report July 2020



Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(0) Nozzle(0) Toilet Tabs(0) Retro-Fit Kits(0) Welcome Kits(0) Kids Kit(0)
Water Waste (calls, emails, letter, leaks detected, and fixed):	2 Water Waste Call(s) contacted 17 customers about possible leaks - 13 were called, 1 was mailed, 3 was emailed 4 were confirmed resolved
Water Schedule:	given to customers with all violation letters and new applications
Surveys	0
Workshops, Webinar, Meetings:	None
Fines:	None
Other Tasks:	<ul style="list-style-type: none"> ● Assisted with payments and new customers ● Processed Payments ● Created/completed work orders ● Disconnect properties with no service application ● Notified and offered customers the ACH payment method ● Closed accounts and final billed customers ● Printed stamps ● Mailed out application requests to new owners ● Scanned and uploaded documents into UMS ● Verbal Demands ● Went over Report for High Usage Exceptions ● Tagged properties with water violations ● Rereads for 7/20/20 billing cycle ● Created Newsletter for 7/20/20 billing cycle ● Created Report for High Usage Exceptions
Grant	None



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**PENDING AND COMPLETED ITEMS
8-17-2020 BOARD OF DIRECTORS MEETING**

1. **Rate Study / Cost of Service Analysis.** A public meeting, Board workshop with the consultant was held on August 5th where the consultant shared preliminary data and scheduled was discussed with the Board. **Pending**
2. **SB-606 and AB-1668 planning for compliance** – We have executed all professional services agreement documents and participated in several preliminary meetings with the rates study consultant. (tangible to item 1) **Pending**
3. **Minor Modification to Collective Bargaining Agreement for COLA Implementation Date:** The Board approved the minor modification at the July 20th meeting, subject to meet and confer with Teamster Local 150. The meet and confer process has now been completed and Teamster Local 150 supports the change. **Completed.**
4. **Create a New Position Description for Customer Service Tech 2:** Submitted a draft position description (not yet reviewed or approved by the Board) to Teamster Local 150. We're still in the early stages. We would like to get some level of concurrence with Teamster Local 150 before bringing the draft position description to the Board for consideration. **Pending**
5. **Hexavalent Chromium MCL economic feasibility** There have been no further announcement since the April 27th stakeholders workshop. Nevertheless, it is reasonably expected that the economic feasibility process is continuing as announced and on-schedule. **Pending**
6. **Adoption of FY 2020/2021 Final Budget via a public hearing:** this item is on the 8/17/2020 Board agenda. **Pending**



Information Items

Agenda Item: 6.2

Date: August 17, 2020

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

2. BOARD REPORTS

1. Report ad hoc committee(s) dissolved by requirements in Policy 2.01.065
2. Sacramento Groundwater Authority – Harris (Primary), Reisig
3. Executive Committee – Reisig, Green
4. ACWA/JPIA –Ridilla
5. Ad Hoc – GM Performance Review

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**SACRAMENTO GROUNDWATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, August 13, 2020; 9:00 a.m.**

AGENDA

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.

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. 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 cpartridge@rwah20.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Note: Pursuant to the Governor's Executive Order N-29-20, and given the state of emergency regarding the threat of COVID-19, the meeting will be held via teleconference.

We encourage Board members and participants to join the meeting 10 minutes early. Note that we will use GoToMeeting to share slides and other information during the meeting. Use the link below to join GoToMeeting. If you have a microphone that you can use with your computer, it should be possible to both listen to, and participate in, the meeting through GoToMeeting. If you do not have a microphone, or a headset with a microphone, that plugs into your computer via USB port, you will need to call into the conference line to listen and comment, although you still should be able to view the meeting materials on GoToMeeting. Please do not simultaneously use a microphone through GoToMeeting and the telephone conference line. That combination results in audio problems for all participants.

Meeting Information:

SGA Board Meeting

Thu, Aug 13, 2020 9:00 AM - 10:30 AM (PDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/540428845>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3412](tel:+18722403412)

Access Code: **540-428-845**

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

Minutes of June 11, 2020 meeting

Action: Approve June 11, 2020 meeting minutes

4. COUNTYWIDE BASIN SPECIFIC FEE PROGRAM

Discussion: Kerry Schmitz, Sacramento County Water Agency and Jim Peifer, Executive Director

Action: Direct staff to participate in the development a Countywide Basin Specific Fee Program

5. LEGISLATIVE/REGULATORY UPDATE

Information Update: Ryan Ojakian, Legislative/Regulatory Affairs Manager

6. SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

Discussion: Caryl Sheehan, Chair, Brett Ewart, Vice Chair and Jim Peifer, Executive Director

7. SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)-RELATED AND GROUNDWATER MANAGEMENT PROGRAM UPDATES

Information Update: Rob Swartz, Manager of Technical Services

8. EXECUTIVE DIRECTOR'S REPORT

9. DIRECTORS' COMMENTS

ADJOURNMENT

Next SGA Board of Director's Meeting – October 8, 2020, 9:00 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights, the location is subject to change depending on the COVID-19 emergency

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

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

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August 3, 2020
6:00 P.M.

Minutes: The meeting was called to order at 6:00 P.M. The meeting was attended by Director Reisig (via Zoom), Director Green (via Zoom), General Manager Tim Shaw (via Zoom) and Contract District Engineer Mike Vasquez (via Zoom). There were no members of the public in attendance. The meeting remote participation application (Zoom) had no participants.

Call to Order: 6:00 P.M.

Public Comment: None.

Items for Discussion:

1.	Review and discuss the expenditures of the District for the month of June 2020.
	<i>The Executive Committee had no questions regarding the expenditures for June 2020. The Executive Committee forwarded the report onto the August 17th Board agenda with the Committee's recommendation for Board approval.</i>
2.	Review and discuss the financial reports for the month of June 2020.
	<i>The Executive Committee had no questions regarding the financial reports for June 2020. The Executive Committee forwarded the reports onto the August 17th Board agenda with the Committee's recommendation for Board approval.</i>
3.	Review the Rate Study Status Report.
	<i>General Manager Tim Shaw explained that the special meeting workshop will be held August 5th. This item is on the Committee agenda to allow the Committee to stipulate any points of emphasis or areas to be specifically addressed by the rate study consultant.</i> <i>There was no need to forward this item onto the August 17th due to the pre-existence of the previously described August 5th special meeting Board workshop. No action will be taken.</i>
4.	Discuss the process and content of fiscal year 2020/2021 Final Budget adoption via public hearing.
	<i>General Manager Tim Shaw reviewed the budget adoption process via public hearing and resolution adoption. Director Reisig requested confirmation on the funding in the Budget to replace the District's 25-year-old dump truck. The Committee also discussed a last minute, surprise charge by Tesco for replacing a Supervisory Controlled Access and Data Acquisition (SCADA). The District has pushed back regarding the Tesco charge, but the matter has not yet reached resolution. If the charge is sustained, the District may need a minor budget revision in fiscal year 2020/2021 to fund the charge.</i> <i>The Executive Committee forwarded the budget adoption item onto the August 17th agenda with the Committee's recommendation for Board approval.</i>

5. Discuss the process of annual performance review for the General Manager.
<p><i>The Executive Committee discussed the basic elements of the annual performance review process stipulated in the General Manager Employment Agreement. The process can unnecessarily migrate toward a more complex and protracted process when fundamental elements are not minded. The preliminary consensus to bypass the merit raise due to economic conditions associated with COVID-19 tends to simplify the process</i></p> <p><i>The Executive Committee forwarded the item onto the August 17th Board agenda, open session, with the Committees recommendation to find the General Manager's performance satisfactory, bypass the merit raise this year by mutual consent, and stipulate the bypassed merit raise was not a reflection of poor performance.</i></p>
6. Update from Sacramento Regional Water Utilities Collaboration Study.
<p><i>The Executive Committee discussed a presentation from a recent meeting of the Sacramento Regional Water Utilities Collaboration Study. Among the specific topics discussed were the priorities for collaboration among the participating agencies. There is no need to forward any item to the Board agenda.</i></p>
7. Update from the Contract District Engineer.
<p><i>The Contract District Engineer summarized his written report.</i></p>

Directors' and General Manager Comments

When and where to hold September 2020, Executive Committee meeting due to Labor Day.

*The next Executive Committee meeting will be remote participation only (no in person attendees).
The meeting will be on Tuesday, September 8, 2020 at 6:00 P.M.*

Items Requested for Next Month's Committee Agenda

Adjournment: 6:55 P.M.

Next Executive Committee meeting: Monday, September 8, 2020 at 6:00 p.m. Remote participation only (Zoom).