

RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS

September 23, 2024 (6:30 p.m.)

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

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

AGENDA

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

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

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

2. PUBLIC COMMENT

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

3. BOARD MEMBER TRAINING – The Board will receive training from the State Mediation & Conciliation Service (SMCS) on prevention of unfair labor practices.

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

4.1. Minutes

August 26, 2024

The Board is being asked to approve the Minutes from the August 26, 2024 Regular Board Meeting.

4.2. Expenditures

The Executive Committee recommends the Board approve the July 2024 Expenditures.

4.3. Financial Reports

The Executive Committee recommends the Board approve the July 2024 Financial Report.

5. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

5.1. GM Report.

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

5.2. District Engineer's Report.

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

- 5.3. **Consider Authorizing Board Member Compensation pursuant to District Policy 2.20.140 for a Board Member who submitted compensation requests more than 30-days after the meetings.**
- 5.4. **Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065.**

6. INFORMATION ITEMS

6.1. District Activities Reports

- 6.1.1. Water Operations Report
- 6.1.2. Completed and Pending Items Report
- 6.1.3. Conservation Report
- 6.1.4. Leak Repair Report
- 6.1.5. GASB 75 Report on District Liability for Other Post Employment Benefits (OPEB).
- 6.1.6. DRAFT RLEPWD Workplace Violence Prevention Plan (New OSHA Mandate)
- 6.1.7. Water Audit Validator Certificate for T Shaw

6.2. Board Member Reports

- 6.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 6.2.2. Sacramento Groundwater Authority – Harris (primary)
- 6.2.3. Executive Committee – Gifford, Cline
- 6.2.4. ACWA/JPIA – Cline
- 6.2.5. GM Annual Performance Review Ad Hoc (Young/Cline)
- 6.2.6. MOU Renewal Negotiations Ad Hoc (Young/Cline)

7. PUBLIC COMMENT PRIOR TO CLOSED SESSION

8. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO DISCUSS THE FOLLOWING ITEM:

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

9. RETURN TO OPEN SESSION, REPORT OF ACTIONS TAKEN IN CLOSED SESSION

10. DIRECTORS' AND GENERAL MANAGER COMMENTS

11. ADJOURNMENT –

Upcoming meetings:

Executive Committee

October 9, 2024, Wednesday, 6:00 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA

Board Meeting

October 28, 2024, Monday, 6:30 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA



Agenda Item: 3

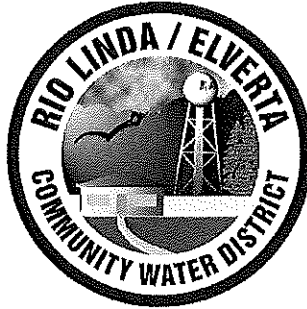
Date: September 23, 2024

Subject: Board Member Training on Preventing Unfair Labor Practices

Staff Contact: Timothy R. Shaw, General Manager

3. Board Member Training

The Board will receive training in open session on preventing unfair labor practices. The training will be provided by the State Mediation and Conciliation Services, a division of the Public Employment Relations Board.



**Consent Calendar
Agenda Item: 4.1**

Date: September 23, 2024
Subject: Minutes
Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

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

Current Background and Justification:

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

Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Garrison _____ Young _____

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

3

**MINUTES OF THE AUGUST 26, 2024
PUBLIC HEARING AND BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

The Link below provides access the video of this meeting.

<https://vimeo.com/1003738525>

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

1. CALL TO ORDER, ROLL CALL

The August 26, 2024 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitor's/Depot Center 6730 Front Street, Rio Linda, CA 95673. This meeting was physically open to the public.

General Manager Tim Shaw took roll call of the Board of Directors. Director Jason Green, Director Chris Gifford, Director Vicky Young, Director Mary Garrison, Director Anthony Cline, General Manager Tim Shaw, Mike Vasquez, Vasquez Engineering, and Legal Counsel were present. Director Green led the pledge of allegiance.

2. PUBLIC COMMENT – Public member presented her current water bill to the Board President and GM Shaw of which she had questions who was responsible for the billing.

3. PUBLIC COMMENT PRIOR TO CLOSED SESSION–No Public Comment.

4. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS: (8:30)

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1) Rio Linda Elverta Community Water District v. The United States of America et al. (Case No. 2:17-cv-01349-KJM-CKD)

4.2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): 1 potential case.

5. RETURN TO OPEN SESSION, REPORT OF ACTIONS TAKEN IN CLOSED SESSION-

No reportable action for Agenda Item 4.1 and Agenda Item 4.2 was referred to the end of the Agenda.

PUBLIC HEARING TO ADOPT THE FISCAL YEAR 2024-25 OPERATING AND CAPITAL IMPROVEMENTS BUDGETS (10:00)

6.1. Open Public Hearing

6.2. Fiscal Year 2024-25 Operating and Capital Improvement Budgets

6.3. Public Comment- Public member and Directors had questions on where and cost of the public notice

6.4. Close Public Hearing

6.5. Consider Adoption of Resolution No. 2024-04 to approve the Fiscal Year 2024-25 Operating and Capital Improvement Budgets

(12:00) It was moved by Director Gifford and seconded by Director Green to adopt Resolution No. 2024-04 to approve the FY 2024-25 Operating and Capital Improvement Budgets. Directors Green, Young, Cline, Garrison, and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

7. CONSENT CALENDAR (12:45)

7.1. July 22, 2024 Minutes

7.2 June Expenditures

7.3 June Financials

Comments/Questions –No comments

(12:50) It was moved by Director Cline and seconded by Director Green to approve the Consent Calendar with the corrections to the minutes. Directors Green, Young, Garrison, Cline, and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

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

8.1 GM Report (13:17)

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

Comments/Questions – No public comment.

The Board took no action on this item.

8.2 Public Works Projects Report (13:40)

Mike Vasques, Vasquez Engineering report provided, General District Engineering.

Comments/Questions – General questions by the Directors.

The Board took no action on this item.

8.3 Consider Authorizing Unrevised Streamline Agreement for Website Services. (17:22)

Comments/Questions –General questions by the Board on changes in the confidentiality agreement.

(21:50) It was moved by Director Gifford and seconded by Director Cline to authorize unrevised Streamline agreement for website services. Directors Green, Young, Cline, Garrison, and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

8.4 Discuss Options to Address Long-Term Developer Deposit Accounts (22:25)

Comments/Questions –General questions by the Board on the purpose of the Developers funds. Public member questioned the how long the funds have been on hand.

It was moved by the Board to direct staff to refund the Developer Deposits.

8.5 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065 (28:20)

No action taken by the Board.

No public comment.

9. INFORMATION ITEMS

9.1 District Activities Reports (28:40)

9.1.1 Water Operations Report – Written report provided.

9.1.2 Completed and Pending Items Report – Written report provided.

9.1.3 Leak Repair Report – Report provided.

9.1.4 Conservation Report – Report Provided.

9.1.5 Newspaper Article on Fair Political Practices Fine for North Yuba Water District

Comments/Questions –

9.2 Board Member Report (32:10)

- 9.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – No action.
- 9.2.2 Sacramento Groundwater Authority – Harris (primary) –Verbal Report provided.
- 9.2.3 Executive Committee – Garrison, Cline – Minutes provided.
- 9.2.4 ACWA/JPIA – Cline – Nothing to report.
- 9.2.5 GM Annual Performance Review Ad Hoc (Young/Cline) – Committee has met, but still discussions.
- 9.2.6 MOU Renewal Negotiations Ad Hoc (Young/Cline) – The committee met and is still ongoing.

4.2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): 1 potential case.

No reportable action was taken in Closed Session.

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

11. ADJOURNMENT - The meeting was adjourned at 7:45 pm.

Respectfully submitted,

Timothy R. Shaw, Secretary

Vicky Young, President of the Board

DRAFT



**Consent Calendar
Agenda Item: 4.2**

Date: September 23, 2024

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the July 2024 Expenditures report to the September 23rd Board agenda with the Committee’s recommendation for Board approval.

Current Background and Justification:

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

Conclusion:

Board approval of the September 23rd Consent Agenda incorporates approval of the July Expenditures.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Harris _____ Young _____

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

**Rio Linda Elverta Community Water District
Expenditure Report
July 2024**

Date	Num	Name	Memo	Amount
07/08/2024	EFT	QuickBooks Payroll Service	For PP Ending 07/06/24 Pay date 07/11/24	21,476.14
07/11/2024	EFT	CalPERS	For PP Ending 07/06/24 Pay date 07/11/24	3,708.04
07/11/2024	EFT	CalPERS	For PP Ending 07/06/24 Pay date 07/11/24	1,388.06
07/11/2024	EFT	CalPERS	Annual Prepayment Unfunded Accrued Liability	69,499.00
07/11/2024	EFT	Internal Revenue Service	Employment Taxes	8,263.38
07/11/2024	EFT	Employment Development	Employment Taxes	1,746.32
07/11/2024	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,030.90
07/11/2024	EFT	Adept Solutions	Monthly Computer Maintenance	1,870.12
07/11/2024	EFT	Comcast	Telephone-Landline	108.91
07/11/2024	EFT	PG&E	Utilities	54.14
07/11/2024	EFT	Ramos Oil Inc.	Transportation Fuel	333.15
07/11/2024	EFT	Republic Services	Utilities	172.87
07/11/2024	EFT	Umpqua Bank Credit Card	Computer, Office, Postage, Telephone, Construction & Transportation Maint	5,169.68
07/11/2024	EFT	Verizon	Field Communication	418.93
07/11/2024	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	17,000.00
07/11/2024	EFT	RLECWD	RLECWD - Capital Improvement	52,517.00
07/11/2024	3050	ACWA JPIA	Workers Compensation Insurance	3,135.18
07/11/2024	3051	Customer	Final Bill Refund	194.05
07/11/2024	3052	Customer	Final Bill Refund	720.32
07/11/2024	3053	Customer	Final Bill Refund	75.04
07/11/2024	3054	Customer	Final Bill Refund	142.78
07/11/2024	3055	Customer	Final Bill Refund	182.94
07/11/2024	3056	Customer	Final Bill Refund	294.93
07/11/2024	3057	Customer	Final Bill Refund	98.63
07/11/2024	3058	Customer	Final Bill Refund	155.23
07/11/2024	3059	Customer	Final Bill Refund	91.27
07/11/2024	3060	Customer	Final Bill Refund	178.54
07/11/2024	3061	Customer	Overpayment Refund	668.02
07/11/2024	3062	ABS Direct	Printing & Postage	254.85
07/11/2024	3063	ACWA/JPIA Powers Insurance Authority	EAP	24.80
07/11/2024	3064	California Rural Water Association	Annual Dues	1,582.00
07/11/2024	3065	CoreLogic Solutions	Subscription	103.00
07/11/2024	3066	Elk Grove Security Systems	Security	117.00
07/11/2024	3067	ICONIX Waterworks	Distribution Supplies	2,049.90
07/11/2024	3068	Pacific Shredding	Office Expense	43.68
07/11/2024	3069	Phelan, Michael	Retiree Insurance: Quarterly	3,150.00
07/11/2024	3070	Rio Linda Hardware & Building Supply	Shop Supplies	215.31
07/11/2024	3071	Sierra Chemical Company	Chemical Supplies	1,446.72
07/11/2024	3072	SMUD	Utilities	23,186.18
07/11/2024	3073	Spok, Inc.	Field Communication	15.69
07/11/2024	3074	UniFirst Corporation	Uniforms	434.76



**Rio Linda Elverta Community Water District
Expenditure Report
July 2024**

Date	Num	Name	Memo	Amount
07/11/2024	3075	USA BlueBook	Safety	629.98
07/11/2024	3076	Vanguard Cleaning Systems	Janitorial	195.00
07/11/2024	3077	Vasquez Engineering	Engineering	7,250.00
07/11/2024	3078	Verizon Wireless	Telephone	45.26
07/11/2024	3079	White Brenner, LLP	Legal	524.40
07/11/2024	3080	County of Sacramento	Capital Improvement: Pipeline Project	365.75
07/24/2024	EFT	QuickBooks Payroll Service	For PP Ending 7/20/24 Pay date 07/25/24	19,930.05
07/25/2024	EFT	WageWorks	FSA Administration Fee	76.25
07/25/2024	EFT	CalPERS	For PP Ending 7/20/24 Pay date 07/25/24	3,708.04
07/25/2024	EFT	CalPERS	For PP Ending 7/20/24 Pay date 07/25/24	1,388.06
07/25/2024	EFT	Internal Revenue Service	Employment Taxes	7,629.18
07/25/2024	EFT	Employment Development	Employment Taxes	1,549.52
07/25/2024	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	1,968.76
07/25/2024	EFT	Kaiser Permanente	Health Insurance	2,474.22
07/25/2024	EFT	Principal	Dental & Vision Insurance	1,779.83
07/25/2024	EFT	Ramos Oil Inc.	Transportation Fuel	796.03
07/25/2024	EFT	Western Health	Health Insurance	12,559.18
07/25/2024	3082	Customer	Final Bill Refund	69.06
07/25/2024	3083	BSK Associates	Lab Fees	29,216.50
07/25/2024	3084	ICONIX Waterworks	Distribution Supplies	10,815.86
07/25/2024	3085	ACWA/JPIA Powers Insurance Authority	Annual Property and Cyber Insurance	18,197.75
07/25/2024	3086	County of Sacramento	Permits & Fees	1,225.00
07/25/2024	3087	Rio Linda Elverta Recreation & Park District	Meeting Expense	100.00
07/25/2024	3088	RW Trucking	Distribution Supplies	739.40
07/25/2024	3089	Sacramento County Utilities	Utilities	118.50
07/25/2024	3090	Sierra Chemical Company	Treatment	1,446.71
07/25/2024	3091	Underground Service Alert	Annual Membership	1,760.09
07/25/2024	3092	USA BlueBook	Safety	201.44
07/25/2024	3093	Vasquez Engineering	Engineering	2,250.00
07/25/2024	3094	Provost & Pritchard Consulting Group	Capital Improvement: Hexavalent Chromium Design Well 15	389.80
07/25/2024	3095	Two Brothers Cathodic Services	Capital Improvement: Cathodic Protection Rep/Replace check 3049	25,178.96
07/25/2024	3096	Vasquez Engineering	Capital Improvement: Hexavalent Chromium Design Well 15	4,500.00
Total 10020 - Operating Account Budgeted Expenditures				<u>383,396.04</u>

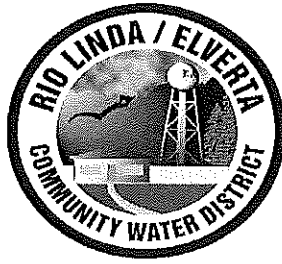
07/11/2024	EFT	California State Disbursement Unit	Employee Garnishment	227.53
07/11/2024	3081	Teamsters	Union Dues	813.00
07/15/2024	EFT	AFLAC	Employee Funded Premiums	745.84
07/25/2024	EFT	California State Disbursement Unit	Employee Garnishment	332.00
06/30/2024	EFT	WageWorks	FSA Expenditures - Employee Funded	750.45
Total 10020 - Operating Account Non-Budgeted Expenditures: Employee Paid Pass-throughs				<u>2,868.82</u>

Rio Linda Elverta Community Water District
Expenditure Report
July 2024

Date	Num	Payee	Memo	Amount
07/25/2024	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 3094 & 3096	4,889.80
10481 · Available Funding Cr6 Projects #2				<u>4,889.80</u>

Date	Num	Payee	Memo	Amount
07/11/2024	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2806	3,080.00
10490 · Future Capital Improvement Projects-Umpqua Bank				<u>3,080.00</u>





**Consent Calendar
Agenda Item: 4.3**

Date: September 23, 2024
Subject: Financial Reports
Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Financial Report onto the September 23rd Board agenda with the Committee’s recommendation for Board approval.

Current Background and Justification:

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

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

Conclusion:

Board approval of the Consent Agenda incorporates approval of the July Financial Report.

Board Action / Motion

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

Rio Linda Elverta Community Water District

Balance Sheet

As of July 31, 2024

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ASSETS

Current Assets

100 · Cash & Cash Equivalents	
10000 · Operating Account	
10020 · Operating Fund-Umpqua	1,474,942.98
Total 10000 · Operating Account	1,474,942.98
10475 · Capital Improvement	
10480 · General	564,782.11
10485 · Vehicle Replacement Reserve	37,948.49
Total 10450 · Capital Improvement	602,730.60
Total 100 · Non-Restricted Cash & Cash Equivalents	2,077,673.58

102 · Restricted Assets	
102.2 · Restricted for Debt Service	
10700 · ZIONS Inv/Surcharge 1 Reserve	529,963.38
10300 · Surcharge 1 Account	951,552.37
10350 · Umpqua Bank - Revenue Bond	57,426.11
10380 · Surcharge 2 Account	536,420.47
Total 102.2 · Restricted for Debt Service	2,075,362.33
102.4 · Restricted Other Purposes	
10385 · Available Funding Cr6 Projects #1	476,680.51
10481 · Available Funding Cr6 Projects #2	500,110.20
10490 · Future Capital Imp Projects	1,628,829.30
10600 · LAIF Account - Capacity Fees	949,669.29
10650 · Operating Reserve Fund	337,493.28
Total 102.4 · Restricted Other Purposes	3,892,782.58
Total 102 · Restricted Assets	5,968,144.91

Accounts Receivable	35.89
Other Current Assets	
12000 · Water Utility Receivable	840,815.63
12200 · Accrued Revenue	0.00
12250 · Accrued Interest Receivable	2,750.36
15000 · Inventory Asset	48,647.54
16000 · Prepaid Expense	91,329.25
Total Other Current Assets	983,542.78
Total Current Assets	9,029,397.16

Capital Assets	
17000 · General Plant Assets	653,964.26
17100 · Water System Facilites	25,323,453.93
17300 · Intangible Assets	383,083.42
17500 · Accum Depreciation & Amort	-12,521,210.96
18000 · Construction in Progress	1,124,580.28
18100 · Land	576,672.45
Total Capital Assets	15,540,543.38

Other Assets	
18500 · ADP CalPERS Receivable	410,000.00
19000 · Deferred Outflows	1,106,047.00
19900 · Suspense Account	0.00
Total Other Assets	1,516,047.00

TOTAL ASSETS	26,085,987.54
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Rio Linda Elverta Community Water District

Balance Sheet

As of July 31, 2024

LIABILITIES & NET POSTION

Liabilities	
Current Liabilities	
Accounts Payable	78,312.60
Credit Cards	0.00
Other Current Liabilities	944,455.63
Total Current Liabilities	<u>1,022,768.23</u>
Long Term Liabilities	
23000 · OPEB Liability	37,482.00
23500 · Lease Buy-Back	459,522.27
25000 · Surcharge 1 Loan	2,314,710.45
25050 · Surcharge 2 Loan	1,835,040.16
26000 · Water Rev Refunding	1,187,101.00
26500 · ADP CalPERS Loan	380,000.00
27000 · AMI Meter Loan	0.00
29000 · Net Pension Liability	824,024.00
29500 · Deferred Inflows-Pension	97,916.00
29600 · Deferred Inflows-OPEB	44,171.00
Total Long Term Liabilities	<u>7,179,966.88</u>
Total Liabilities	8,202,735.11
Net Position	
31500 · Invested in Capital Assets, Net	10,069,591.46
32000 · Restricted for Debt Service	705,225.24
38000 · Unrestricted Equity	6,969,263.39
Net Revenue	139,172.34
Total Net Position	<u>17,883,252.43</u>
TOTAL LIABILITIES & NET POSTION	<u>26,085,987.54</u>

Rio Linda Elverta Community Water District
 Operating Profit & Loss Budget Performance
 As of July 31, 2024

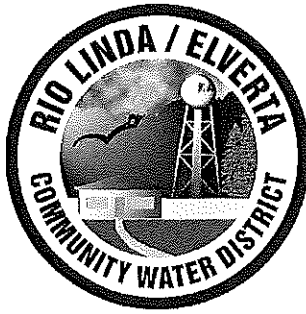
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	<u>Annual Budget</u>	<u>Jul 24</u>	<u>YTD Jul 24</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Revenue					
Total 40000 · Operating Revenue	3,288,300.00	235,653.05	235,653.05	7.17%	3,052,646.95
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	35.00	3.31	3.31	9.46%	31.69
Total 41110 · Investment Revenue	35.00	3.31	3.31	9.46%	31.69
41120 · Property Tax	127,000.00	0.00	0.00	0.00%	127,000.00
Total 41000 · Nonoperating Revenue	127,035.00	3.31	3.31	0.00%	127,031.69
Total Operating & Non-Operating Revenue	3,415,335.00	235,656.36	235,656.36	6.90%	3,179,678.64
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	135,000.00	2,250.00	2,250.00	1.67%	132,750.00
60100 · Personnel Services					
60110 · Salaries & Wages	886,596.00	48,269.45	48,269.45	5.44%	838,326.55
60150 · Employee Benefits & Expense	540,440.00	29,488.95	29,488.95	5.46%	510,951.05
Total 60100 · Personnel Services	1,427,036.00	77,758.40	77,758.40	5.45%	1,349,277.60
60200 · Administration	289,203.00	48,847.07	48,847.07	16.89%	240,355.93
64000 · Conservation	500.00	0.00	0.00	0.00%	500.00
65000 · Field Operations	629,400.00	36,773.79	36,773.79	5.84%	592,626.21
Total 60000 · Operating Expenses	2,481,139.00	165,629.26	165,629.26	6.68%	2,315,509.74
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	162,415.00	0.00	0.00	0.00%	162,415.00
69110 · Interest	39,343.00	0.00	0.00	0.00%	39,343.00
Total 69100 · Revenue Bond	201,758.00	0.00	0.00	0.00%	201,758.00
69200 · PERS ADP Loan					
69205 · Principle	30,000.00	0.00	0.00	0.00%	30,000.00
69210 · Interest	1,517.00	0.00	0.00	0.00%	1,517.00
Total 69100 · PERS ADP Loan	31,517.00	0.00	0.00	0.00%	31,517.00
Total 69010 · Debt Service	233,275.00	0.00	0.00	0.00%	233,275.00
69400 · Other Non-Operating Expense	2,300.00	0.00	0.00	0.00%	2,300.00
Capital A Total 69000 · Non-Operating Expenses	235,575.00	0.00	0.00	0.00%	235,575.00
Total Operating & Non-Operating Expense	2,716,714.00	165,629.26	165,629.26	6.10%	2,551,084.74
Net Revenue	698,621.00	70,027.10	70,027.10		

Total Capital Assets

RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
 CAPITAL BUDGET 2024-2025
 July 2024

Description	Annual Budget	Jul 24	YTD Jul 24	% of Annual Budget	YTD Budget Balance
Raising/Lowering Valve Covers	40,000.00	0.00	0.00	0.00%	40,000.00
Well 15 Cr6 Treatment	171,000.00	0.00	0.00	0.00%	171,000.00
Server Replacement	9,500.00	0.00	0.00	0.00%	9,500.00
Total Continued Ongoing Projects	220,500.00	0.00	0.00	0.00%	220,500.00
Annual Miscellaneous Pump Replacements	30,000.00	0.00	0.00	0.00%	30,000.00
Annual Small Meter Replacements	120,000.00	0.00	0.00	0.00%	120,000.00
Annual Large Meter Replacements	5,000.00	0.00	0.00	0.00%	5,000.00
Annual Pipeline Replacement	270,650.00	0.00	0.00	0.00%	270,650.00
Total New Annual Projects	425,650.00	0.00	0.00	0.00%	425,650.00
Field Truck Replacement	40,000.00	0.00	0.00	0.00%	40,000.00
Total New Projects	40,000.00	0.00	0.00	0.00%	40,000.00
Total FY 2024-25	\$686,150.00	\$0.00	\$0.00	0.00%	\$686,150.00



Items for Discussion and Action
Agenda Item: 5.1

Date: September 23, 2024
Subject: General Manager's Report
Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

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

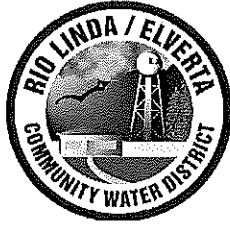
Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



Date: September 23, 2024

Subject: General Manager Report

Staff Contact: Timothy R. Shaw, General Manager

For the given month, I participated in the following recurring meetings and special events. Ongoing negotiations, litigation, public records request, and recertification as a Water Audit Validator required additional resources during this reporting period.

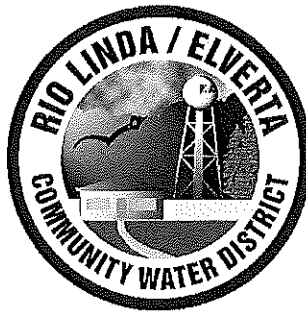
1. On August 26th, I met with Teamsters Local 150 to receive their initial proposal on MOU renewal terms.
2. On August 27th, I met with the Contract District Engineer to discuss ongoing infrastructure projects.
3. On September 3rd, I participated in training on the new Cal OSHA indoor Heat Illness Prevention mandates.
4. On September 10th, I attended Water Audit Validator recertification, day one of two.
5. On September 11th, I attended Water Audit Validator recertification day two of two. I successfully renewed my certification.
6. On September 11th (evening), I participated in the monthly Executive Committee meeting.
7. On September 12th, I corresponded with specialty Legal Counsel regarding ongoing litigation.
8. On September 16th, I participated in a meeting of the RLECWD MOU Renewal Negotiations Ad Hoc Committee.
9. On September 17th, I accepted a walk-in meeting with a Board Member of the Florin County Water District.
10. On September 18th, the Accounting Specialist and I corresponded with Streamline regarding onboarding of their website services.
11. On September 18th (afternoon), I corresponded with a different Board Member from Florin County Water District.
12. On September 19th, I met with Teamsters Local 150 to continue negotiations on the MOU renewal.

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

- Disruptions to routines stemming from ongoing negotiations.

- Legal Counsel reaching out regarding the public records act request from Director Garrison
- Submittals to regulatory agencies related to water use efficiency standards.

Inflation has remained steady at around 2.5% However, fuel prices have sharply increased, but only in California (the rest of the nation is enjoying sharp decreases in fuel prices). The media attributes the California fuel price increase to scheduled maintenance at California refineries.



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

Date: September 23, 2024
Subject: Public Works Projects Report
Contact: Mike Vasquez

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

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

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



18 September 2024

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District
From: Mike Vasquez, PE, PLS, Principal (VE), Contract District Engineer (RL/ECWD)
Subject: **District Engineer's Report for the 23 September 2024 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 22 August 2024 to 18 September 2024:

1. **2024 Sacramento County Paving Project:** It is anticipated that construction contractor, United Pavement Maintenance, Inc., will perform grade adjustments for 25 water valve frames and covers on Elkhorn Boulevard between 6th Street and Dry Creek Road within the next 30 days.
2. **2025 Sacramento County Paving Project:** Sacramento County notified the District of their 2025 paving project where the District will need to lower and raise approximately 12 water valve frames and covers on Elkhorn Boulevard between 18th Street and Dry Creek Road. The County stated their paving project may commence in March of 2025, but previous years' experience notes that the paving project may extend into the summer and fall of 2025.
3. **Well 15 Hexavalent Chromium Treatment Project:** The design consultant's schedule to submit a draft Basis of Design Report with a schematic design for the treatment facility has been extended to approximately November. Treatment alternatives and cost analyses require further consideration and evaluation to ensure the District is presented with all options available before selecting the preferred treatment alternative.
4. **2024/2025 FY Dry Creek Road Pipeline Replacement Project:** Contractor Rawles Engineering completed roadway slurry seal installation on began 9/4/2024. It was mentioned to the Board at the 8/26/2024 Board Meeting that slurry seal installation may need to be postponed until 2025, but Rawles's slurry seal subcontractor was able to complete the work due to other project cancellations. As previously mentioned to the Board, the pipeline improvements are fully operational. Only project closeout and final site cleanup tasks remain.
5. **Water Loss Standards and Water Use Efficiency:** Staff is scheduled to attend the second part of an ACWA training on 10/22/2024 for review of the State Water Board's Urban Water Use Objective as part of Assembly Bill 1668 and Senate Bill 606. An Urban Water Use Objective deliverable is due to the Water Board by 12/31/2024.
6. **Labor Compliance Program Annual Report:** Staff reviewed and signed the Labor Compliance Program Annual (7/2023-6/2024) Report prepared by consultant Kurey & Associates. The report is required by the California Department of Industrial Relations (DIR) to certify that NO enforcement activities were performed by the District regarding any prevailing wage or DIR regulated projects. The report was submitted to DIR on 8/22/2024, before the 8/31/2024 due date.

7. **Lead Pipe Inventory:** Staff assisted the Operations Superintendent with preparation of the District's Lead Service Line Inventory as required by the US EPA's Lead and Copper Rule Revisions (LCRR) to be submitted to the State Water Board by October 16, 2024.
8. **Development Reviews:**
 - A. 2615 Q Street Peterson Boat & RV Storage (between 26th and 28th Streets): The developer anticipates improvements at the site and will submit plans at a later date.
 - B. Century Palms 105 SFR Units (southwest corner of the M Street and Rio Linda Boulevard intersection, next to Original Granite): The site was originally proposed as a business park and now may be proposed as a 105-unit single family residential development. The District is waiting for plans submittal from the developer's engineer for review.
 - C. 7945 Sorento Road (southwest corner of the Sorento Road and West Elverta Road intersection): The developer's engineer submitted plans for a new plumbing business office. Staff reviewed water connection plans and details, and determined the plans met District standards.
9. **General Information:** Staff met with the General Manager on 8/27/2024 to discuss general District matters.

Please contact me at 530-682-9597, or email at gmvasquez@vasquez-engineering.com with any questions or require additional information.

Respectfully,

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



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

Date: September 23, 2024

Subject: Board Member Late Compensation Request Pursuant to District Policy 2.20.140

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

N/A.

Current Background and Justification:

Pursuant to District policy 2.20.140, a Board Member has requested compensation for meetings that occurred more than 30-days prior to the Board Members submittal of compensation forms. Last year, the Board revised District policy 2.20.140 to require Board approval of compensation under these circumstances.

The Board Member, Chris Gifford has complied with the relevant provisions stipulated in the revised policy, 2.20.140, i.e. he has submitted written explanation of reason(s) for his late submittal. The extent of this request is for the June and July 2024 Executive Committee meetings and regular Board meetings, four meetings in total.

Policy 2.20.140 is a document associated with this item.

Conclusion:

Sample Motion - Move to approve .

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

2.20.140 Pre-Approved Compensation for Assigned District Representatives.

(amended by minute order July 18, 2022 Reference California AB 1234 Local Agencies Compensation and Ethics)

The Board President may appoint by conformation of a majority of the Board members one Director to be the primary representative and one Director as the alternate to the following organizations: Sacramento Groundwater Authority (SGA), California Special Districts Association (CSDA), Association of California Water Agencies (ACWA) and/or ACWA/Joint Powers Insurance Authority (ACWA/JPIA). The Board may nominate a representative to Sacramento County LAFCo. This policy authorizes the primary representative or the alternate when the primary representative is not able to be present and requests that the alternate attend, may attend and be compensated for the following meetings:

- SGA- Regular and Special meetings held in compliance with the Ralph M. Brown Act.
- ACWA / ACWA JPIA – Meetings held in the Sacramento area (within a 30-mile radius of the RLECWD office).
- Sacramento County LAFCo – Regular and Special meetings held in compliance with the Ralph M. Brown Act.

All other meetings, conferences and seminars shall require prior Board approval if the Director wishes to be compensated for attendance and/or receive travel reimbursement. The following are also stipulations for Board Members receiving meeting attendance compensation:

- Board Members must submit a compensation request form **within 30-days after the meeting for which they are requesting compensation.** Extensions for of this time limit may be granted by the Board of Directors based on the written justification provided by the requesting Board Member.
- Board Members attending meetings other than RLECWD meetings and requesting compensation are required to present a brief summary of the meeting details. Such presentation is to be provided at the



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

Date: September 23, 2024

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

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

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

Current Background and Justification:

District policy and various statutes stipulate Board approval of any Board Member assignments. Generally , this is a standing item, which occurs on every regular meeting agenda.

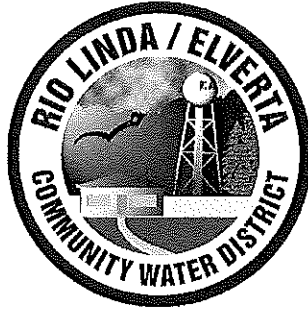
Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



Information Items Agenda Item: 6.1

Date: September 23, 2024
Subject: District Reports
Staff Contact: Timothy R. Shaw, General Manager

DISTRICT ACTIVITY REPORTS

1. Operations Report
2. Completed and Pending Items Report
3. Leak Repair Report
4. Conservation Report
5. GASB 75 OPEB Actuarial Analysis for RLECWD
6. DRAFT Workplace Violence Prevention Plan (new mandate from OSHA)
7. Water Audit Validator Certificate for T Shaw

RIO LINDA/ELVERTA C.W.D. 2024

REPORT OF DISTRICT OPERATIONS

SOURCE WATER DATA

19

Water Production (Million Gallons)

January	February	March	April	May	June	Year To Date
38.9	36.8	40.5	48.7	74.6	97	
38,888,906	36,769,694	40,533,124	48,656,766	74,593,086	96,981,956	
July	August	Sept.	Oct.	Nov.	Dec.	
108.4	93.9					538.8
108,361,388	93,926,998					

	Monthly Total	
Gallons = Multiply M.G. by: 1,000,000	93,926,998	Gallons
Cubic Feet = Divide gallons by: 7.48	12,557,085	Cubic Feet
Hundred Cu Ft. = Divide cu. ft. by: 100	125,571	Hundred Cubic Feet
Acre Ft. = Divide gallons by: 325,829	288.27	Acre Ft.

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total - (Low Psi Complaints)

January	February	March	April	May	June	Year To Date
2 - (2)	1 - (1)	2 - (2)	0	0	0	
July	August	Sept.	Oct.	Nov.	Dec.	
5 - (5)	2 - (1)					12

New Services

New Construction	0	14
Existing Homes	0	0
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4685

Distribution System Failures/Repairs

Deterioration August 1 thru 31	9	62
Damaged August 1 thru 31	1	0

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	16	124
Raw Water Bacteriological Samples (at Wells)	0	25

August 1, 2024 - August 31, 2024

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

Work Orders Issued - 41 Work Orders Completed - 64 USA's Issued - 167

Change Out Meter - 4	Change Out Meter - 32
Disconnect Service - 3	Disconnect Service - 1
Flow Test - 1	Flow Test - 1
Get Current Read - 3	Get Current Read - 3
Hydrant Repair - 1	Hydrant Repair - 1
Line Leak - 3	Line Leak - 4
Lock Service Off - 1	Lock Service Off - 1
Possible Leak - 16	Possible Leak - 12
Pressure Complaint - 1	Pressure Complaint - 2
Repair - 1	Repair - 1
Tag Property - 1	Tag Property - 1
Taste or Odor Complaint - 1	Turn Off Service - 4
Turn Off Service - 3	Turn On Service - 1
Turn On Service - 2	

WORK ORDERS ISSUED:

All work orders issued during the current 1 month reporting period. (August 2024)

WORK ORDERS COMPLETED:

All work orders completed during the 1 month reporting period. (August 2024)
Includes any work orders issued in prior reporting periods that were completed in the current reporting period.

RIO LINDA/ELVERTA C.W.D.

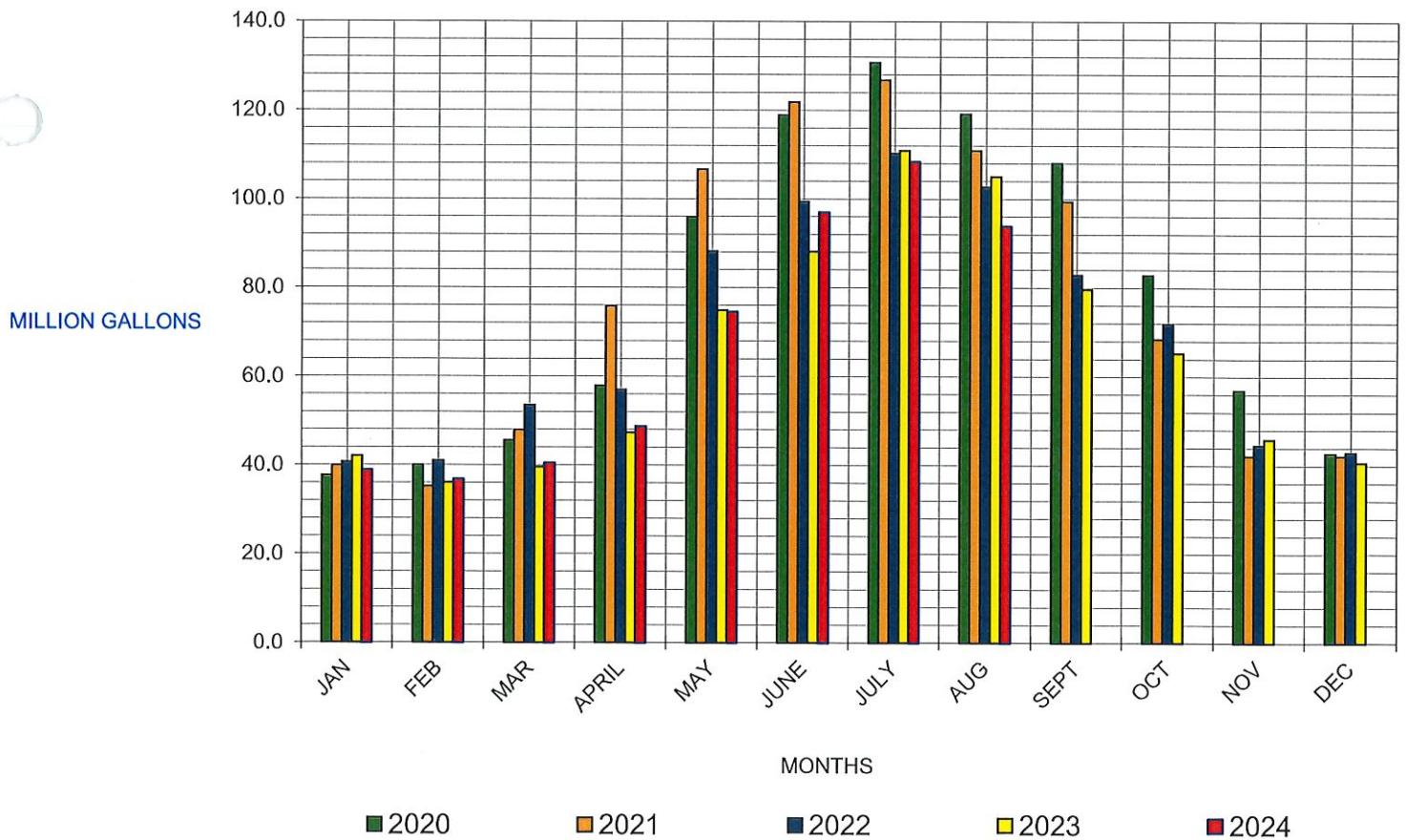
WATER PRODUCTION

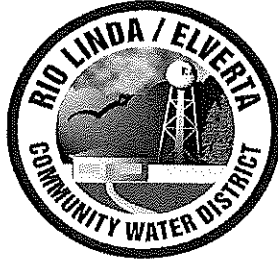
2020 \ 2024

Water Production in Million Gallons

SSWD Water Purchases

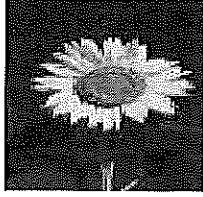
Month	2020	2021	2022	2023	2024	Avg.	2020	2021	2022	2023	2024
JAN	37.6	39.9	40.7	42.0	38.9	39.8	0.0	0.0	0.0	0.0	0.0
FEB	40.0	35.2	40.9	36.1	36.8	37.8	0.0	0.0	0.0	0.0	0.0
MAR	45.5	47.9	53.5	39.6	40.5	45.4	0.0	0.0	0.0	0.0	0.0
APRIL	57.9	75.8	57.0	47.3	48.7	57.3	0.0	0.0	0.0	0.0	0.0
MAY	95.9	106.6	88.2	74.9	74.6	88.0	0.0	0.0	0.0	0.0	0.0
JUNE	118.9	121.9	99.4	88.1	97.0	105.1	0.0	0.0	0.0	0.0	0.0
JULY	130.7	126.8	110.3	110.9	108.4	117.4	0.0	0.0	0.0	0.0	0.0
AUG	119.2	110.9	102.7	105.1	93.9	106.4	0.0	0.0	0.0	0.0	0.0
SEPT	108.1	99.4	82.9	79.6		92.5	0.0	0.0	0.0	0.0	
OCT	82.8	68.5	71.9	65.3		72.1	0.0	0.0	0.0	0.0	
NOV	56.9	42.2	44.6	45.9		47.4	0.0	0.0	0.0	0.0	
DEC	42.7	42.2	42.9	40.7		42.1	0.0	0.0	0.0	0.0	
TOTAL	936.2	917.3	835.0	775.5	538.8	866.0	0.0	0.0	0.0	0.0	0.0





**PENDING AND COMPLETED ITEMS
9-23-2024 BOARD OF DIRECTORS MEETING**

1. **Adoption of Final Budget for Fiscal Year 2024/2025** - The District adopted the final budget at the public hearing on 8-26-2024. **Completed**
2. **Annual Performance Review of the General Manager** – The Board appointed an ad hoc committee for the annual GM performance review. The ad hoc committee has distributed evaluation forms to each Board Member and requested a self-evaluation from the General Manager. The General Manager has submitted his self-evaluation to the ad hoc committee. **Pending**
3. **Sampling all wells for hexavalent chromium** – The State Water Resources Control Board finalized the 10-Parts per Billion hexavalent chromium MCL on 7-24-2024. The clock for sampling all sources commences on 10-1-2024 **Pending**
4. **Sampling for PFOAs** – The State Water Board has notified the District of its requirement that we analyze all wells for PFOAs. **Pending**
5. **Submittal of a Compliance Plan to the State Water Resources Control Board** – When (not if) the wells samples show hexavalent chromium above 10-Parts per Billion, the District will be required to submit a Compliance Plan to the Division of Drinking Water within 90-days, estimated to be due around December 2024. **-Pending**
6. **District outreach to customers following implementation of a new rate structure focused on consumption in compliance with SB 606 / AB 1668 requirements** – The Customer Service / Conservation Coordinator continues her practice of outreach to customers with indications of abnormal water consumption. **Pending**
7. **Mandated Board Member Training** – One Board Member remains overdue for mandatory training, the Board adopted a policy revision to compel compliance. - **Pending**
8. **Cost of Service Reductions to Mitigate Inflation** – Staff continues to seek out inflation mitigation measures. Current projects being explored include a demand response program for shedding electricity loads during high demand events and a lighting upgrade to more efficient LED lighting. **Pending**
9. **Annual Water Loss Audit** – The Water System Superintendent completed his annual water loss audit. The certified Data Validator now needs to validate the audit. However, the timing of events was such that the Validator (T Shaw) needed to renew his certification for another 3-years, which occurred on September 10th and 11th. **Pending**



Conservation Report

August 2024



22

Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(0) Nozzle(1) Toilet Tabs(6) Moisture Meters(0) Water Bottles(0) Toilet Tummy(0) Retro-Fit Kits(0) Welcome Kits(0) Kids Kit(0)
Water Waste (calls, emails, letter, leaks detected, and fixed):	0 Water Waste Letter(s) 288 contacts about possible leaks using the AMI system - 3 were called, 0 was mailed, 285 was emailed, 0 tag was hung 67 were confirmed resolved
Water Schedule:	given to customers with all violation letters and new applications
Surveys	0
Workshops, Webinar, Meetings:	
Fines:	None
Other Tasks:	<ul style="list-style-type: none">● Assisted with new customers● Created/completed work orders● Disconnect properties with no service application● Notified and offered customers the ACH payment method● Closed accounts and final billed customers● Mailed out application requests to new owners● Scanned and uploaded documents into UMS● Verbal Demands● Created Report for High Usage Exceptions● Emailed Higher than Normal Water Usage
Grant Updates:	None

2024 Leak - Repair Tracking

23

Work Order #	Leak Type	Street	Date Reported	Date Repaired	Days
1	Service	26th Street	12/13/2023	1/29/2024	47
2	Service	E Street	1/5/2024	1/5/2024	1
3	Service	W E Street	1/9/2024	1/9/2024	1
4	Service	Quadra Ave	1/29/2024	2/6/2024	8
5	Service	I Street	2/9/2024	2/13/2024	4
6	Service	Fallon Woods Way	2/20/2024	2/21/2024	1
7	Main	Mateo Ct	2/20/2024	2/22/2024	2
8	Service	Castle Creek Way	2/20/2024	2/28/2024	8
9	Service	Sun Acer Way	2/22/2024	2/27/2024	5
10	Service	Silver Crest Cir	2/20/2024	2/20/2024	1
11	Service	W U Street	3/5/2024	3/5/2024	1
12	Service	Hayer Cir	3/12/2024	3/13/2024	2
13	Service	26th Street	3/19/2024	3/21/2024	3
14	Service	C Street	3/19/2024	3/21/2024	3
15	Service	Q Street	3/20/2024	3/25/2024	6
16	Service	Alvide Ct	3/26/2024	3/26/2024	1
17	Service	Silver Tree Ct	4/8/2024	4/8/2024	1
18	Service	24th St	4/12/2024	4/30/2024	18
19	Service	E St	4/10/2024	4/10/2024	1
20	Service	9th Ave	4/17/2024	4/22/2024	5
21	Service	W E Street	4/22/2024	4/23/2024	1
22	Service	Rio Lina Blvd	4/1/2024	4/25/2024	25
23	Service	Q Street	4/29/2024	4/30/2024	1
24	Service	5th Street	4/8/2024	5/7/2024	29
25	Service	Evcar Way	5/2/2024	5/3/2024	2
26	Service	I street	5/2/2024	5/2/2024	1
27	Service	Dry Creek Rd	5/21/2024	5/21/2024	1
28	Service	26th Street	5/21/2024	5/21/2024	1
29	Service	Silver Knoll St	5/6/2024	6/6/2024	30
30	Service	Marysville Blvd	5/14/2024	6/4/2024	18
31	Service	Evcar Way	5/20/2024	6/5/2024	16
32	Service	I Street	5/28/2024	6/5/2024	8
33	Service	20th Street	6/3/2024	6/3/2024	1
34	Service	Kenora Street	6/5/2024	6/12/2024	7
35	Service	G Street	6/7/2024	6/7/2024	1
36	Service	Rio Linda Blvd	6/11/2024	6/12/2024	2
37	Service	Rio Linda Blvd	6/11/2024	6/12/2024	2
38	Service	26th Street	6/13/2024	6/18/2024	5
39	Service	E Street	6/18/2024	6/18/2024	1
40	Service	5th Ave	6/21/2024	6/25/2024	4
41	Service	E Street	6/24/2024	6/25/2024	2
42	Service	2nd Street	6/27/2024	6/27/2024	1
43	Service	Montague Way	6/26/2024	6/26/2024	1
44	Service	Silver Tree Ct	6/24/2024	7/10/2024	16

45	24555	Service	N Street	7/1/2024	7/2/2024	1
46	24557	Service	Elkhorn Blvd	7/2/2024	7/2/2024	1
47	24564	Service	Hayer Circle	7/9/2024	7/10/2024	1
48	24569	Service	2nd Street	7/11/2024	7/11/2024	1
49	24565	Service	6th Street	7/9/2024	7/18/2024	9
50	24570	Service	24th Street	7/12/2024	7/12/2024	1
51	24577	Service	Silver Sky Ct	7/17/2024	7/23/2024	6
52	24581	Service	26th Street	7/18/2024	7/18/2024	1
53	24619	Service	6th Street	7/30/2024	7/30/2024	1
54	24583	Service	2nd Street	7/22/2024	8/26/2024	26
55	24620	Service	24th Street	7/30/2024	8/5/2024	6
56	24623	Service	E Street	8/2/2024	8/2/2024	1
57	24638	Service	Q Street	8/8/2024	8/8/2024	1
58	24642	Service	9th Ave	8/15/2024	8/21/2024	6
59	24643	Service	E Street	8/16/2024	8/27/2024	11
60	24644	Service	I Street	8/16/2024	8/22/2024	8
61	24653	Service	Dry Creek Rd	8/26/2024	8/27/2024	2
62	24661	Service	I Street	8/29/2024	8/29/2024	1



FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

GASB Statement No. 75

**Actuarial Valuation Report – Retiree Health Insurance Program
Rio Linda Elverta Community Water District**

Valuation Date: July 1, 2023

Measurement Date: July 1, 2023

August 26, 2024



August 26, 2024

Timothy Shaw
General Manager
Rio Linda Elverta Community Water District
730 L Street
Rio Linda, CA 95673

Re: Rio Linda Elverta Community Water District ("District") GASB 75 Valuation

Dear Timothy:

This report sets forth the results of our GASB 75 actuarial valuation of the District's retiree health insurance program as of July 1, 2023.

GASB 74 and GASB 75 require public employers such as the District to perform periodic actuarial valuations to measure and disclose their retiree healthcare liabilities for the financial statements of both the employer and the trust, if any, set aside to pre-fund these liabilities.

The District selected DFA, LLC (DFA)—acquired by Foster & Foster Consulting Actuaries, Inc. (Foster & Foster) as of January 1, 2024—to perform an actuarial valuation of the retiree health insurance program as of July 1, 2023. This report may be compared with the valuation performed by DFA, LLC as of July 1, 2021, to see how the liabilities have changed since the last valuation.

Basis for Actuarial Valuation

To perform the valuation, we relied on the following information provided by the District:

- Census data for active employees and retirees
- Claims, premium, expense, and enrollment data
- Copies of relevant sections of healthcare documents, and
- (If applicable) trust statements prepared by the trustee

We also made certain assumptions regarding rates of employee turnover, retirement, and mortality, as well as economic assumptions regarding healthcare inflation and interest rates. Our assumptions are based on a standard set of assumptions used for similar valuations, modified as appropriate for the District. A complete description of the actuarial assumptions used in the valuation is set forth in the Actuarial Assumptions section.



Certification

The actuarial certification, including a caveat regarding limitations of scope, if any, is contained in the Actuarial Certification section.

We have enjoyed working with the District on this project and are available to answer any questions you may have concerning any information contained herein.

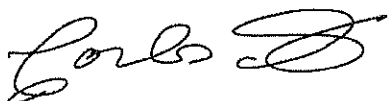
Disclosure of Risk

It is important to call attention to external risk factors associated with actuarial projections. Certain trends and events have the potential to affect future measurements that would deviate from current long-term expectations. The following is a list of specific factors that impact OPEB liabilities:

- Census – retirement, turnover, and mortality experience different than expected.
- Medical coverage – premiums, participation, and level of coverage different than expected.
- Municipal bond rates – changes in applicable rates (rates are currently declining and may result in increased liabilities). Under GASB 75, the municipal rate may affect the discount rate. The quantitative effect of changes in the discount rate can be seen in the sensitivity results.
- Investment performance – (for funded plans) investment performance different than the long-term expected return. Investment performance may also affect the discount rate.

The current environment's impact on these factors will continue to unfold. We are available to discuss both the short-term and long-term impact upon request.

Sincerely,
Foster & Foster Consulting Actuaries, Inc.



Carlos Diaz, ASA, EA, MAAA
Senior Consulting Actuary



Financial Results

In this section, we present financial results based on a long-term expected return on plan investments of 5.75%. This rate is based on our best estimate of expected long-term plan experience for funded plans such as the District's. The results are intended to help (1) in comparing financial results from the previous valuation and (2) in long-term budget and strategic planning (without regard to short-term volatility in municipal bond indices). Results specific to GASB 75 reporting are presented in the next section.

We have determined that the present value of all benefits expected to be paid by the District for its current and future retirees is \$140,353 as of July 1, 2023. If the District were to place this amount in a fund earning interest at the rate of 5.75% per year, and all other actuarial assumptions were exactly met, the fund would have exactly enough to pay all expected benefits.



When we apportion the \$140,353 into past service and future service components under the Entry Age, Level Percent of Pay Cost Method, the Total OPEB Liability is \$132,243 as of July 1, 2023. This represents the present value of all benefits accrued through the valuation date if each employee's liability is expensed from hire date until retirement date as a level percentage of pay. The \$132,243 is comprised of liabilities of \$34,702 for active employees and \$97,541 for retirees.

The District has adopted an irrevocable trust for the pre-funding of retiree healthcare benefits. As of July 1, 2023, the trust balance, or Plan Fiduciary's Net Position (GASB 75) is \$100,908.

The Net OPEB Liability (Asset), equal to the Total OPEB Liability over the Plan Fiduciary's Net Position, is \$31,335.

This valuation includes benefits for two retirees and nine active employees who may become eligible to retire and receive benefits in the future. It excludes employees hired after July 1, 2023.



Financial Results (continued)

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ASOP 6 – Age-Specific Costs and Implicit Subsidy

Actuarial Standard of Practice No. 6 (ASOP 6) provides guidance in measuring OPEB obligations and determining periodic costs or actuarially determined contributions. The standard specifies that in (almost all instances), the actuary should use age-specific costs in the development of the initial per capita costs and in the projection of future benefit plan costs.

Because retirees do not remain on the District's group health plans, the valuation includes no implicit subsidy cost. Benefits are valued based on projected District reimbursements.



Financial Results (continued)

Differences from Prior Valuation

The most recent prior valuation was completed as of July 1, 2021 by DFA, LLC. The Total OPEB Liability as of that date was \$150,171, compared to \$132,243 as of July 1, 2023 (determined using a discount rate of 5.75%).

Several factors have caused the Total OPEB Liability to change since 2021:

- An increase as employees accrue more service and get closer to receiving benefits.
- A decrease from a release of benefits.
- Changes in the plan census from new employees and differences between actual and expected retirement, terminations, and deaths.
- Changes in healthcare costs from differences between actual and expected healthcare trend; and
- Changes in actuarial assumptions and methodology for the current valuation.

To summarize, the most important changes were as follows:

1. A decrease of \$11,780 from the passage of time (service and interest costs less benefits paid).
2. A decrease of \$1,906 resulting from population experience (terminations, retirements, and mortality) different than expected.
3. A decrease of \$3,136 from changes in healthcare premiums different than expected.
4. A decrease of \$292 from changes in the healthcare trend rate.
5. A decrease of \$814 from change in assumed termination of employment rates.

These changes from July 1, 2021 to July 1, 2023 are combined as follows:

Total OPEB Liability as of July 1, 2021	\$150,171
Passage of time	(11,780)
Difference between expected/actual experience	(5,042)
Changes in assumptions or other inputs	(1,106)
Changes in plan provisions	0
Total OPEB Liability as of July 1, 2023	\$132,243



GASB 75 Results

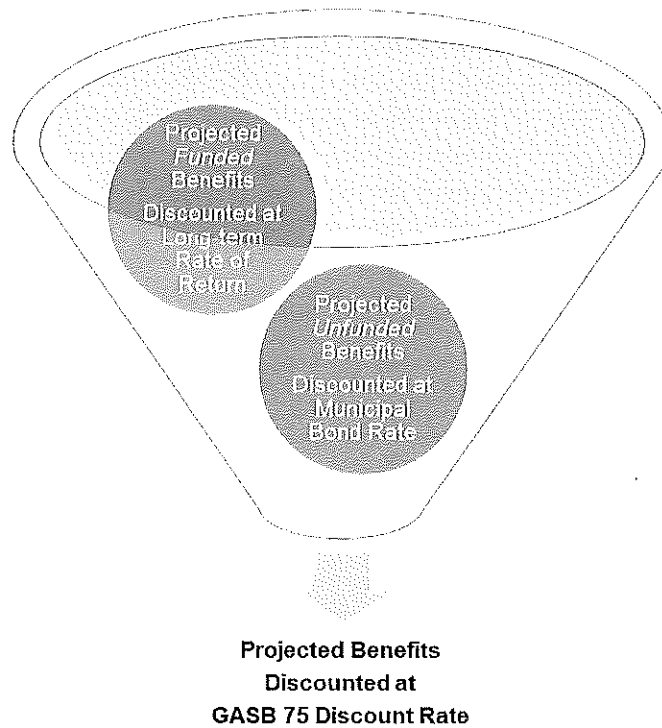
For financial reporting purposes, GASB 75 requires a discount rate that reflects the following:

- a. The long-term expected rate of return on OPEB plan investments – to the extent that the OPEB plan’s fiduciary net position is projected to be enough to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return.
- b. A yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher – to the extent that the conditions in (a) are not met.

The amount of the plan’s projected fiduciary net position and the amount of projected benefit payments should be compared in each period of projected benefit payments.

Based on these requirements and the following information, we have determined a discount rate of 5.75% for GASB 75 reporting purposes:

Long-Term Expected Return on Assets	5.75%
Fidelity General Obligations AA - 20 Years Index on June 30, 2023	3.86%
GASB 75 Discount Rate	5.75%



GASB 75 Results (continued)

**Rio Linda Elverta Community Water District
Net OPEB Liabilities and Expense Under
GASB 75 Accrual Accounting Standard**

	July 1, 2023 ¹		
	Long-Term Return	Municipal Bond Index	GASB 75 Rate
Discount Rate	5.75%	3.86%	5.75%
Present Value of Future Benefits			
Active	\$42,812	\$50,445	\$42,812
Retired	97,541	107,911	97,541
Total	\$140,353	\$158,356	\$140,353
Total OPEB Liability			
Active	\$34,702	\$38,221	\$34,702
Retired	97,541	107,911	97,541
Total	\$132,243	\$146,132	\$132,243
Plan Fiduciary Net Position	\$100,908	\$100,908	\$100,908
Net OPEB Liability (Asset)	\$31,335	\$45,224	\$31,335
Sensitivity Analysis			
1% Decrease in Discount Rate	4.75%	2.86%	4.75%
Total OPEB Liability	\$139,344	\$154,332	\$139,344
Net OPEB Liability (Asset)	\$38,436	\$53,424	\$38,436
1% Increase in Discount Rate	6.75%	4.86%	6.75%
Total OPEB Liability	\$125,653	\$138,537	\$125,653
Net OPEB Liability (Asset)	\$24,745	\$37,629	\$24,745
1% Decrease in Trend Rate ²			
Total OPEB Liability	\$130,212	\$143,603	\$130,212
Net OPEB Liability (Asset)	\$29,304	\$42,695	\$29,304
1% Increase in Trend Rate ³			
Total OPEB Liability	\$133,974	\$148,234	\$133,974
Net OPEB Liability (Asset)	\$33,066	\$47,326	\$33,066

¹ For the District's financial statements, we will provide separate schedules with supplemental GASB 75 information.

² Trend rate for each future year reduced by 1.00%.

³ Trend rate for each future year increased by 1.00%.



GASB 75 Results (continued)

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OPEB Expense

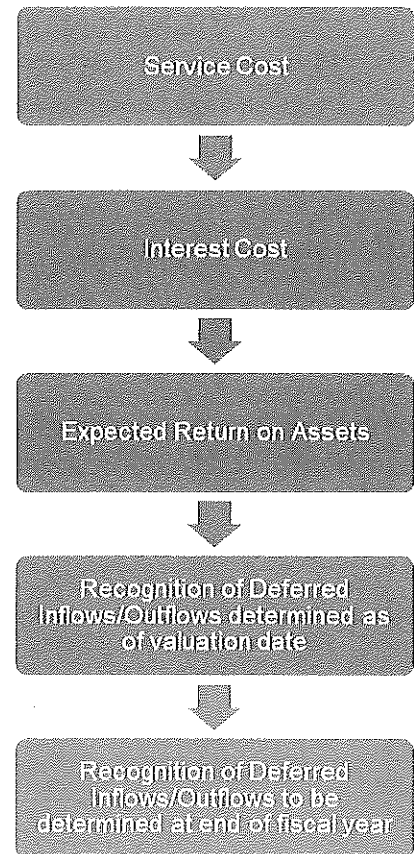
We have determined the following components of the District's OPEB Expense for the measurement year ending June 30, 2024: Service Cost, Interest Cost, Expected Return on Assets, and Deferred Outflows and Inflows (determined as of the valuation date).

- Service Cost represents the present value of benefits accruing in the current year.
- Interest Cost represents the interest on the Total OPEB Obligation and interest on the Service Cost.
- Expected Return on Assets is the expected return based on a 5.75% investment rate of return.
- Deferred Outflows and Inflows of Resources (determined as of the valuation date) are changes in the Net OPEB Liability resulting from differences between projected and actual plan experience, from differences between projected and actual OPEB plan investments, and from changes in assumptions.

The OPEB Expense will reflect additional Deferred Outflows and Inflows that will be determined based on the Net OPEB Obligation as of June 30, 2024.

We summarize results in the table on Page 10 of this report. For comparative purposes, we provide service cost and interest cost at three discount rates (the expected return on assets, the municipal bond index, and the GASB 75 rate, discussed above). We determine Deferred Outflows and Inflows solely on the applicable GASB 75 rate. All amounts are net of expected future retiree contributions, if any.

We will be available to assist the District and its auditors in preparing the footnotes and required supplemental information for compliance with GASB 75 (and GASB 74, if applicable). In the meantime, we are available to answer any questions the District may have concerning the report.



GASB 75 Results (continued)

Actuarially Determined Contribution and Pay-As-You-Go with Implied Subsidy

We have calculated an actuarially determined contribution representing the Service Cost and a 15-year amortization (as a level percent of pay) of the Net OPEB Liability. We include the results in the table on the next page. We provide results at three discount rates (the expected long-term expected return on assets, the municipal bond index, and the GASB 75 rate).

An actuarially determined contribution is a potential payment to the plan determined using a contribution allocation procedure. It is not a required contribution, but a measurement commonly used to prefund OPEB benefits. We provide the amounts for illustrative purposes.

The actuarially determined contribution may be compared to the pay-as-you-go payment. The table shows the pay-as-you-go payment along with the projected implied subsidy payment.

The Funding Schedules section provides additional prefunding alternatives.



**Rio Linda Elverta Community Water District
Net OPEB Liabilities and Expense Under
GASB 75 Accrual Accounting Standard**

	July 1, 2023		
	Long-Term Return	Municipal Bond Index	GASB 75 Rate
Discount Rate	5.75%	3.86%	5.75%
Components of OPEB Expense for 2023-24			
Service Cost (beginning of year)	\$1,136	\$1,583	\$1,136
Interest Cost	7,202	5,387	7,202
Expected Return on Assets	(5,802)	(5,802)	(5,802)
Total ⁴	\$2,536	\$1,168	\$2,536
Actuarially Determined Contribution			
Service Cost (mid-year)	\$1,168	\$1,613	\$1,168
Amortization of Net OPEB Liability ⁵	2,567	3,255	2,567
Total for 2023-24	\$3,735	\$4,868	\$3,735
Total for 2024-25 ⁶	\$3,847	\$5,014	\$3,847
Pay-As-You-Go Payment with Implied Subsidy for 2023-24			
Projected Pay-As-You-Go	\$16,470	\$16,470	\$16,470
Projected Implied Subsidy ⁷	0	0	0
Total	\$16,470	\$16,470	\$16,470
Projected Implied Subsidy Credit ⁷			
2023-24	\$0	\$0	\$0
2024-25	0	\$0	\$0

⁴ Additional components are shown on the following pages. Deferred Outflows/Inflows of Resources will also include changes determined based on the Total OPEB Obligation and Plan Fiduciary Net Position on June 30, 2024.

⁵ 15-year amortization (as a level percent of pay).

⁶ Level percent of pay.

⁷ Adjustment for implicit subsidy. N/A.



GASB 75 Results (continued)

Schedule of Changes in Net OPEB Liability (July 1, 2022 to June 30, 2023)

1. Total OPEB Liability	
a. Total OPEB Liability on July 1, 2022 ⁸	\$144,990
b. Service Cost ⁹	972
c. Interest Cost	7,953
d. Changes in plan provisions ^{8,12}	0
e. Difference between expected and actual experience ^{8,11}	0
f. Changes in assumptions and other inputs ^{8,11}	0
g. Benefit Payments ¹⁰	(15,525)
h. Projected Total OPEB Liability on June 30, 2023	138,390
i. Difference between expected and actual experience ¹³	(5,041)
j. Changes in assumptions and other inputs ¹³	(1,106)
k. Changes in plan provisions ¹²	0
l. Total OPEB Liability on July 1, 2023	\$132,243
2. Plan Fiduciary Net Position	
a. Plan Fiduciary Net Position on July 1, 2022 ⁸	\$78,154
b. Contributions ¹⁰	35,525
c. Expected Investment Income	4,527
d. Administrative Expenses	(39)
e. Benefit Payments ¹⁰	(15,525)
f. Net Transfers	0
g. Difference between actual and expected return on assets ¹¹	(1,734)
h. Projected Plan Fiduciary Net Position on June 30, 2023	\$100,908
i. Difference between actual and expected return on assets ¹³	0
j. Plan Fiduciary Net Position on July 1, 2023	\$100,908
3. Net OPEB Liability	
a. Projected Net OPEB Liability: (1h) - (2h)	\$37,482
b. Net OPEB Liability: (1l) - (2j)	\$31,335
4. Discount Rate	
a. July 1, 2022	5.75%
b. July 1, 2023	5.75%

⁸ From June 30, 2023 disclosure report, based on the July 1, 2021 actuarial valuation.

⁹ Projected from July 1, 2021 valuation.

¹⁰ Includes credit toward implicit subsidy (if applicable).

¹¹ Deferred (Outflow)/Inflow of Resources established as of June 30, 2023.

¹² Included in OPEB Expense.

¹³ Deferred (Outflow)/Inflow of Resources to be established during fiscal year end June 30, 2024.



Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

Type	Initial Amount	Fiscal Year Established	Period (Years)	Annual Recognition ¹⁴
Difference between expected/actual experience	0	2018	0.0	0
Difference between expected/actual return on assets	0	2018	0.0	0
Changes in assumptions or other inputs	(9,723)	2018	6.8	(1,143)
Difference between expected/actual experience	0	2019	0.0	0
Difference between expected/actual return on assets	(92)	2019	5.0	0
Changes in assumptions or other inputs	(22,885)	2019	7.6	(3,011)
Difference between expected/actual experience	(57,042)	2020	8.4	(6,791)
Difference between expected/actual return on assets	(1,165)	2020	5.0	(233)
Changes in assumptions or other inputs	(9,986)	2020	8.4	(1,189)
Difference between expected/actual experience	0	2021	0.0	0
Difference between expected/actual return on assets	(5,450)	2021	5.0	(1,090)
Changes in assumptions or other inputs	0	2021	0.0	0
Difference between expected/actual experience	(128)	2022	6.8	(19)
Difference between expected/actual return on assets	13,301	2022	5.0	2,660
Changes in assumptions or other inputs	2,315	2022	6.8	340
Difference between expected/actual experience	0	2023	0.0	0
Difference between expected/actual return on assets	1,734	2023	5.0	347
Changes in assumptions or other inputs	0	2023	0.0	0
Difference between expected/actual experience	(5,041)	2024	6.5	(776)
Difference between expected/actual return on assets	0	2024	5.0	0
Changes in assumptions or other inputs	(1,106)	2024	6.5	(170)
			<i>Total</i>	<i>(11,075)</i>

¹⁴ Charge/(Credit) included in OPEB Expense.



Funding Schedules

There are many ways to approach the pre-funding of retiree healthcare benefits. In the sections above, we determined the annual expense for all District-paid benefits. The expense is an orderly methodology, developed by the GASB, to account for retiree healthcare benefits. However, the GASB 75 expense has no direct relation to amounts the District may set aside to pre-fund healthcare benefits.

The table on the next page provides the District with three alternative schedules for funding (as contrasted with expensing) retiree healthcare benefits. The schedules all assume that the retiree fund earns, or is otherwise credited with, 5.75% per annum on its investments, a starting Trust value of \$100,908 as of July 1, 2023, and that contributions and benefits are paid mid-year.

The schedules are:

1. A level contribution amount for the next 18 years.
2. A level percent of the Unfunded Accrued Liability.
3. A constant percentage (3.00%) increase for the next 19 years.

We provide these funding schedules to give the District a sense of the various alternatives available to it to pre-fund its retiree healthcare obligation. The three funding schedules are simply three different examples of how the District may choose to spread its costs.

By comparing the schedules, you can see the effect that early pre-funding has on the total amount the District will eventually have to pay. Because of investment earnings on fund assets, the earlier contributions are made, the less the District will have to pay in the long run. Of course, the advantages of pre-funding will have to be weighed against other uses of the money.

The table on the following page shows the required annual outlay under the pay-as-you-go method and each of the above schedules. **The three funding schedules include the "pay-as-you-go" costs; therefore, the amount of pre-funding is the excess over the "pay-as-you-go" amount.**

Treatment of Implicit Subsidy

We exclude any implicit subsidy from these funding schedules because we do not recommend that the District pre-fund for the full age-adjusted costs reflected in the liabilities shown in the first section of this report. If the District's premium structure changes in the future to explicitly charge under-age 65 retirees for the full actuarial cost of their benefits, this change will be offset by a lowering of the active employee rates (all else remaining equal), resulting in a direct reduction in District operating expenses on behalf of active employees from that point forward. For this reason, among others, we believe that pre-funding of the full GASB liability would be redundant.



Funding Schedules (continued)

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Sample Funding Schedules (Closed Group)
Starting Trust Value of \$100,908 as of July 1, 2023

Year Beginning	Pay-as-you-go	Level Contribution for 18 years	Level % of Unfunded Liability	Constant Percentage Increase for 19 years
2023	\$16,470	\$3,490	\$7,520	\$2,688
2024	16,249	3,490	6,573	2,769
2025	12,509	3,490	5,754	2,852
2026	12,568	3,490	5,010	2,937
2027	12,840	3,490	4,373	3,025
2028	13,213	3,490	3,823	3,116
2029	13,627	3,490	3,342	3,210
2030	13,976	3,490	2,913	3,306
2031	14,205	3,490	2,497	3,405
2032	14,352	3,490	2,026	3,507
2033	14,431	3,490	1,643	3,612
2034	14,412	3,490	1,333	3,721
2035	10,952	3,490	1,083	3,832
2036	4,501	3,490	878	3,947
2037	4,744	3,490	712	4,066
2038	5,298	3,490	578	4,188
2039	4,407	3,490	469	4,313
2040	4,000	3,490	381	4,443
2041	1,555	0	309	4,576
2042	1,168	0	251	0
2043	861	0	203	0
2044	619	0	165	0
2045	428	0	134	0
2046	282	0	108	0
2047	178	0	88	0
2048	107	0	71	0
2049	62	0	58	0
2050	33	0	47	0
2055	0	0	16	0
2060	884	0	6	0
2065	0	0	0	0
2070	0	0	0	0
2075	0	0	0	0
2080	0	0	0	0
2085	0	0	0	0
2090	0	0	0	0
2095	0	0	0	0



Funding Schedules (continued)

The table below provides an alternative comparison of the funding schedules. The present value (or time-value) of payments for each alternative is \$39,445 and is equal to the excess of the present value of projected pay-as-you-go payments over any current trust/fund.

The difference between the sum of the contributions and the present value of contributions is the total interest cost associated with each alternative. As discussed above, the advantages of pre-funding should be weighed against other financial considerations.

	Pay-as-you-go	Level Contribution for 18 years	Level % of Unfunded Liability	Constant Percentage Increase for 19 years
Present value of contributions ^a	\$39,445	\$39,445	\$39,445	\$39,445
Total interest cost	42,099	23,375	13,073	28,068
Total contributions ^b	81,544	62,820	52,518	67,513

^a Based on a discount rate of 5.75%.

^b Reflects no prefunding of implicit subsidy.



Plan Provisions

The District provides funding in varying amounts to eligible retirees to assist eligible retirees with their cost of maintaining healthcare insurance. The District's retiree healthcare benefit is not subject to the Public Employees' Medical & Hospital Care Act (PEMHCA) and the plan does not issue a stand-alone financial report. Retiree health benefits are secured through outside providers and premiums are reimbursed by the District according to the rules and to the extent described below. Because retirees do not remain on the District's group health plans, there is no implicit rate subsidy.

Benefits provided. Retiree health benefits vary by tier, which is in turn based on date of hire, as follows:

Tier 1: Hired prior to January 1, 2003: Eligible for District-paid retiree health benefits after the later of age 50 and 5 years of service. Coverage will be for retiree and one eligible dependent, up to \$600/month for retiree and \$800/month for retiree plus one coverage.

Tier 2: Hired on or after January 1, 2003 but prior to May 1, 2004: Eligible employees who have attained the age of fifty (50) and have at least 10 years of service with the District earn a benefit in retirement. The District contributes a percentage of the premium for retiree and one eligible dependent, up to a maximum of \$600/month for retiree and \$800/month for retiree plus one coverage, based on years of service at retirement, as follows:

Years of Service	District Percent
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20+	100%

Tier 3: Hired on or after May 1, 2004 and before January 1, 2013. Eligible for District-paid benefits after the later of age 50 and five years of service. Benefit of \$300/month for the retiree only.

Tier 4: Hired on or after January 1, 2013: Eligible for District-paid benefits after the later of age 62 and 20 years of service. Benefits limited to \$300/month for the retiree only.

Benefits for all tiers end at eligibility for Medicare (age 65). Benefits are reduced for employees working less than full-time for the three-year period before retirement.



Plan Provisions (continued)

One retired General Manager is receiving District-paid benefits of \$300/month until age 65. One retired Manager is receiving District-paid lifetime benefits, under a special contract, not to exceed \$1,050/month for retiree and spouse coverage. Current Board members will not be entitled to District-paid retiree health benefits upon retirement.

Contributions. The contribution requirements of Plan members and the District are established and amended by the District. Assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement 75.



Valuation Data

Retiree Census - Age distribution of retirees included in the valuation

Age	Total
Under 55	0
55-59	0
60-64	1
65-69	0
70-74	0
75-79	1
80-84	0
85+	0
All Ages	2
Average Age	70.0

Active Census - Age/service distribution of active employees included in the valuation

Age	Years of Service								Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35+	
<25	0	0	0	0	0	0	0	0	0
25-29	1	0	0	0	0	0	0	0	1
30-34	0	0	0	0	0	0	0	0	0
35-39	0	0	0	0	0	0	0	0	0
40-44	0	0	0	0	0	0	0	0	0
45-49	2	2	0	0	0	0	0	0	4
50-54	0	0	0	1	0	1	0	0	2
55-59	0	1	0	0	0	0	0	0	1
60-64	0	1	0	0	0	0	0	0	1
65+	0	0	0	0	0	0	0	0	0
All Ages	3	4	0	1	0	1	0	0	9

Average Age: 49.1
 Average Service: 9.5



Actuarial Assumptions

The liabilities set forth in this report are based on the actuarial assumptions described in this section.

Valuation Date: July 1, 2023

Actuarial Cost Method: Entry Age, Level Percent of Pay

Discount Rate:

Long-term Expected Return	5.75%
Municipal Bond Index	3.86%
GASB 75	5.75%

Salary Increases: 3.00%

Withdrawal: Terminated Refund and Terminated Vested Rates for Public Agency Miscellaneous from CalPERS Experience Study (2000-2019)

Pre-retirement Mortality: Preretirement Mortality Rates for Public Agency Miscellaneous from CalPERS Experience Study (2000-2019).

Post-retirement Mortality: Post-retirement Mortality Rates for Public Agency Miscellaneous from CalPERS Experience Study (2000-2019).

Retirement:

Age	Rate
50	5.0%
51	5.0%
52	5.0%
53	5.0%
54	5.0%
55	10.0%
56	12.0%
57	15.0%
58	18.0%
59	20.0%
60	22.0%
61	25.0%
62	30.0%
63	35.0%
64	40.0%
65	100.0%

Medical Claim Cost: Annual Per Retiree or Spouse

Age	Medical
50	\$8,390
55	10,475
60	12,749
64	14,092



Actuarial Assumptions (continued)

34

Percent Electing Coverage: 100%

Spouse Coverage: Future retirees: 50%
Current retirees: Actual dependent data used.
Female spouses are assumed to be three years younger than male spouses.

Medical Trend:

Year	Pre-Medicare	Medicare
2023	6.00%	4.50%
2024	5.50%	4.50%
2025-2029	5.25%	4.50%
2030-2039	5.00%	4.00%
2040-2049	4.75%	4.00%
2050-2069	4.50%	4.00%
2070+	4.00%	4.00%

Increase in CalPERS minimum: No increased assumed for all future years.



Actuarial Certification

The results set forth in this report are based on our actuarial valuation of the health and welfare benefit plans of the Rio Linda Elverta Community Water District ("District") as of July 1, 2023.

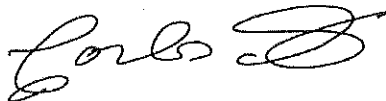
The valuation was performed in accordance with generally accepted actuarial principles and practices. We relied on census data for active employees and retirees provided to us by the District. We also made use of claims, premium, expense, and enrollment data, and copies of relevant sections of healthcare documents provided to us by the District, and (when applicable) trust statements prepared by the trustee and provided to us by the District.

The assumptions used in performing the valuation, as summarized in this report, and the results based thereupon, represent our best estimate of the actuarial costs of the program under GASB 74 and GASB 75, and the existing and proposed Actuarial Standards of Practice for measuring post-retirement healthcare benefits.

Throughout the report, we have used unrounded numbers, because rounding and the reconciliation of the rounded results would add an additional, and in our opinion unnecessary, layer of complexity to the valuation process. By our publishing of unrounded results, no implication is made as to the degree of precision inherent in those results. Clients and their auditors should use their own judgment as to the desirability of rounding when transferring the results of this valuation report to the clients' financial statements.

Each undersigned actuary meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained in this report.

Certified by:



Carlos Diaz, ASA, EA, MAAA
Actuary



Workplace Violence Prevention in General Industry (Non-Health Care Settings) - Information for Employees

According to the Occupational Safety and Health Administration (OSHA), workplace violence is the second leading cause of fatal workplace injuries in the United States, affecting almost 2 million American workers every year.

Your employer is required to establish, implement, and maintain an effective written Injury and Illness Prevention Program (IIPP), as well as other safety & health programs to reduce your risk of exposure to hazards and prevent injuries and illnesses in the workplace. As of July 1, 2024, your employer will also be responsible for establishing, implementing, and maintaining an effective written Workplace Violence Prevention Plan (WVPP).

This employee fact sheet will define workplace violence, explain the four types of workplace violence, identify required WVPP training, recommend how to prevent workplace violence, and list your rights under requirements of the WVPP.

What is workplace violence?

“Workplace violence” means any act of violence or threat of violence that occurs in a place of employment.

What are the four types of workplace violence?

“Type 1 violence”: Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches workers with the intent to commit a crime.

“Type 2 violence”: Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.

“Type 3 violence”: Workplace violence against an employee by a present or former employee, supervisor, or manager.



“Type 4 violence”: Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Preventing workplace violence

Employers are required to provide training to employees on its WVPP when it is first established, during initial training, and every year after that. Additionally, training is required when a new or previously unrecognized workplace violence hazard is identified or there are changes made to an employer’s WVPP.

Workplace violence prevention training should include the following:

- How to involve employees and their representatives in developing and carrying out the WVPP.
- How to get a free copy of the written WVPP.
- How to report workplace violence incidents or concerns to your employer or law enforcement without fear of retaliation.
- What the workplace violence hazards are for the employees’ job.
 - How the employer will correct those hazards.
 - How the employee can get help to avoid or respond to violence.

(continued on next page)

- Suggestions on how to avoid physical harm.

How can employees help prevent workplace violence?

Inform your supervisor if you know of any incidents of workplace violence and/or if you suspect any incidents, which may include:

- Physical or verbal threats against an employee.
- Non-employees or strangers in the workplace who seem like they want to cause harm.
- Rumors of possible workplace violence.
- Arguments or physical fights between coworkers, clients and/or non-employees.

Become familiar with the procedures your employer has written on how to:

- Respond and report actual or potential workplace violence to your employer or law enforcement.
- Request a copy of the WVPP.
- Evacuate or take shelter in case of workplace violence emergencies.
- Avoid physical harm and workplace violence.
- Who to contact for questions and answers about the WVPP.

How does workplace violence prevention affect dual-employers and temporary (staffing) agencies?

If you are a temporary worker, both your staffing agency and the host employer whose workplace you work at are responsible for your safety and

health and must protect you against hazards in the workplace. Staffing agencies and the host employer must provide you with workplace protections as required by Cal/OSHA, such as appropriate training and personal protective equipment.

What rights do employees have under the workplace violence prevention plan?

Every employee has the right to:

- Be provided with training that they understand, in the language they understand.
- Obtain a free copy of the WVPP.
- Receive the following types of records related to workplace violence for copying and examination within 15 calendar days of the request:
 - Workplace violence hazard identification and evaluation
 - Training
 - Violent incident logs
- Report a violent incident, threat, or other workplace violence concern to the employer or law enforcement without fear of retaliation.

All workers have a right to a safe and healthful workplace, regardless of immigration status, and may file confidential complaints about workplace safety and health hazards with Cal/OSHA.

For work-related questions or complaints, contact the Cal/OSHA Call Center at 833-579-0927. Bilingual representatives are available to answer your questions.

March 2024



This document is available with active links at www.dir.ca.gov/dosh/dosh_publications
 For assistance regarding this subject matter, employers may contact
Cal/OSHA Consultation Services at 1-800-963-9424 or InfoCons@dir.ca.gov
www.dir.ca.gov/dosh/consultation.html

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CALIFORNIA WORKPLACE VIOLENCE PREVENTION PLAN

Prepared: August 2024



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**WORKPLACE VIOLENCE PREVENTION PLAN FOR
RLECWD**

Date of Last Review: August 31, 2024

Date of Last Revision: August 31, 2024

Responsibility

The Workplace Violence Prevention Plan ("WVPP" or "Plan") Administrator, Timothy R. Shaw, General Manager, has the authority and responsibility for implementing the provisions of this Plan for Rio Linda Elverta Community Water District (RLECWD).

All managers and supervisors are responsible for implementing and maintaining the WVPP in their work areas and for answering questions about the WVPP.

Employee Participation

All RLECWD employees are expected to assist in maintaining a safe, healthy, and secure work environment. Everyone is responsible for using safe work practices, following this WVPP, following the applicable Injury and Illness Prevention Plan and Workplace Violence policy in the employee handbook, as well as complying with all related directives, policies, and procedures. All employees and authorized employee representatives are invited to be actively involved in developing and implementing the WVPP by:

- Identifying, evaluating, and determining corrective measures to prevent workplace violence. As part of this Plan, the RLECWD surveyed all employees to obtain their feedback regarding workplace violence hazards and concerns in their specific workplace.;
- Designing and implementing training. Employees are encouraged to participate in designing and implementing training programs, and their suggestions are incorporated into the training materials. For example, an employee might suggest a new training scenario based on a recent incident.; and
- Reporting and investigating workplace violence incidents.

The RLECWD will coordinate the WVPP's implementation with other employers, if appropriate, to ensure those employers and employees understand their respective roles, as provided in the Plan. All such employees will be required to attend workplace violence prevention training and to report, investigate, and record workplace violence incidents at work.

Employee Compliance

Our system of ensuring that supervisory and nonsupervisory employees comply with the WVPP includes:

- Recognizing employees who follow safe work practices that promote the WVPP in the workplace.

- Training and retraining employees, supervisors, and managers on the provisions of this WVPP and general workplace violence prevention principles.
- Taking disciplinary action against employees who fail to comply with safe and healthful work practices following training, refresher training, or instruction. The RLECWD will not tolerate unsafe acts by its employees. If any employee violates workplace violence policies and rules or otherwise does not perform their job safely and healthfully, they may be subject to appropriate corrective action, up to and including termination.
- Implementing effective procedures to ensure that all employees, regardless of their title or classification, comply with the WVPP by conducting periodic assessments and training.

Prohibition on Retaliation

The RLECWD has implemented effective procedures for accepting and responding to reports of workplace violence, as described below. We prohibit retaliation for reporting workplace violence incidents, and for participating in any investigation of such incidents. This commitment means that we will not discipline, terminate, or otherwise take negative action against any employee for reporting a workplace violence incident, or assisting the RLECWD in investigating such an incident. If you believe someone has retaliated against you for engaging in such conduct, please notify the WVPP Administrator immediately.

Communication with Employees

We recognize that open, two-way communication among our management team, staff, and other employers about workplace violence is essential to a safe and productive workplace. Our communication system is designed to facilitate a continuous flow of workplace violence prevention information in a form that is readily understandable by all employees, and consists of the following:

- New employee orientation that includes a discussion of workplace violence prevention policies and procedures
- Workplace violence prevention training programs
- Posted or distributed workplace violence prevention information

Employees may report a violent incident, threat, or other workplace violence concern to the RLECWD or law enforcement without fear of reprisal or adverse action.

Employees also will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety.

Employees' concerns will be investigated in a timely manner, and they will be informed of the results of the investigation and any corrective actions to be taken. The RLECWD also will provide updates to employees on the status of investigations and corrective actions through email, at safety meetings, and via other appropriate methods. These updates may include information about the progress of investigations, the results of investigations, and any corrective actions taken.

Reporting Workplace Violence Incidents, Threats, and Concerns

Definitions:

"Workplace violence" means any act of violence or threat of violence that occurs in a place of employment including, but not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.

There are four types of workplace violence:

- Type 1 Violence: Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches workers with the intent to commit a crime.
- Type 2 Violence: Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
- Type 3 Violence: Workplace violence against an employee by a present or former employee, supervisor, or manager.
- Type 4 Violence: Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

"Threat of violence" means any verbal or written statement including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Reporting Procedures

Employees must report any violent incident, threat, hazard, or other workplace violence concern to a supervisor or manager, who immediately will inform the WVPP Administrator. If for any reason an employee does not feel comfortable or cannot inform a supervisor or manager, they may contact Human Resources directly or immediately contact law enforcement.

The RLECWD will promptly investigate all employee reports of violent incidents, threats, or concerns, and will notify the reporting employees of the results of the investigation and any actions taken to correct workplace violence hazards identified in the course of the investigation.

Responding to Workplace Violence Emergencies

A “workplace violence emergency” is any act of violence or threat of violence that occurs at work, including circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

In case of a workplace violence emergency, RLECWD will:

- Alert all employees of the presence, location, and nature of the workplace violence emergency by announcements and/or use emails and text messages.
- Where appropriate and/or necessary, implement the RLECWD’s evacuation plans. Maps of evacuation routes, are available upon request to the General Manager.

In case of a workplace violence emergency, employees may contact the following entities for help:

- Timothy R. Shaw, General Manager, (916) 991-8891 (Office); (530) 682-2385 (Cell)
- Sacramento County Sheriff’s Office, 916-874-5115 (Non-emergency)

If there is immediate danger, call for emergency assistance by dialing 9-1-1 and then notify the WVPP Administrator.

Training

The RLECWD will develop and facilitate workplace violence prevention training for all employees, including managers and supervisors. Attendance is mandatory.

The following topics will be covered in the training:

- The RLECWD’s WVPP, including how to obtain a copy of the Plan at no cost
- How to participate in the development and implementation of the WVPP
- Workplace violence prevention definitions and requirements under California law
- How to report workplace violence incidents and concerns to the RLECWD or law enforcement without fear of retaliation
- Worksite and job-specific information, including:
 - Workplace violence hazards specific to employees’ jobs
 - Corrective measures the RLECWD has implemented
 - How to seek assistance to prevent or respond to workplace violence
 - Strategies to avoid physical harm

- Workplace Violent Incident Logs maintained by the RLECWD for each workplace violence incident
- How to obtain copies of the following records:
 - Workplace violence hazard identification, evaluation, and correction
 - Training records
 - Workplace Violent Incident Logs
 - Records of workplace violence investigations
- Opportunities for interactive questions and answers with a person knowledgeable about the RLECWD's Plan
- Strategies to avoid/prevent workplace violence and physical harm, such as:
 - How to recognize workplace violence hazards including the risk factors associated with the four types of workplace violence
 - Ways to defuse hostile or threatening situations

Training and instruction will be provided as follows:

- When the WVPP is implemented, and annually thereafter
- To all employees with respect to workplace violence hazards specific to each employee's job assignments/work location
- To all new employees and/or employees given new job assignments/work location for which they have not previously received training
- When new processes or procedures are introduced to the workplace and present a new workplace violence hazard
- When the RLECWD is made aware of a new or previously unrecognized workplace violence hazard
- When the RLECWD makes changes to the WVPP

Workplace Violence Hazard Assessment

The WVPP will be in effect at all times and in all work areas and is specific to the hazards and corrective measures for each work area and operation.

The RLECWD will implement and enforce procedures to identify and evaluate workplace violence hazards including, but not limited to, scheduled periodic inspections to identify unsafe conditions and work practices and employee reports and concerns.

Periodic inspections to identify and evaluate workplace violence hazards will be performed by the RLECWD's Human Resources Manager, Risk Control Manager, and/or Human Resources Specialist.

Periodic inspections are performed according to the following schedule:

- When the WVPP is implemented
- After any workplace violence incident
- When the RLECWD is made aware of a new or previously unrecognized hazard
- Inspections will include an assessment of:
 - The need for violence surveillance measures, such as mirrors and cameras
 - Procedures for reporting suspicious persons or activities
 - Effective location and functioning of emergency buttons and alarms
 - Posting of emergency telephone numbers for law enforcement, fire, and medical services
 - Whether employees have access to a telephone with an outside line
 - Whether employees have effective escape routes from their work areas
 - Whether employees have a designated safe area where they retreat in an emergency
 - The adequacy of workplace security systems, such as door locks, entry codes or badge readers, security windows, physical barriers, and restraint systems
 - The effectiveness of systems and procedures to warn others of actual or potential workplace violence danger or that summon assistance, such as alarms or panic buttons

The RLECWD will review all submitted/reported concerns of potential hazards and take appropriate steps to address them.

Employee Access to the WVPP

All employees, their designated representatives, and Cal/OSHA representatives have the right to examine and receive a copy of our WVPP. This access will be accomplished by providing unobstructed access through the intranet.

Recordkeeping

The RLECWD will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years
- Create and maintain training records for a minimum of one (1) year, including the following:
 - Training dates
 - Contents or a summary of the training sessions
 - Names and qualifications of persons conducting the training.
 - Names and job titles of people attending the training sessions
- Maintain Workplace Violent Incident Logs for a minimum of five (5) years
- Maintain records of workplace violence incident investigations for a minimum of five (5) years, which will not contain medical information per California Civil Code Section 56.05(j)
- All records required by California Labor Code Section 6401.9(f) will be made available to Cal/OSHA upon request for examination and copying.

Correcting Workplace Violence Hazards

The RLECWD will correct workplace violence hazards in a timely manner when they are observed or discovered, and according to the following procedures:

- When an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s) and/or property, RLECWD will remove all employees from the area, except those necessary to correct the existing condition. Employees required to correct the hazardous condition will be provided with the necessary protection.
- All corrective actions taken will be documented and dated on the appropriate forms, including the Workplace Violent Incident Log and Workplace Violent Incident Investigation Report forms.
- Corrective measures for workplace violence hazards will be specific to a given work area
- Install security surveillance cameras in and around the workplace
- Provide workplace violence systems, such as door locks, physical barriers, and emergency alarms by:
 - Ensuring the adequacy of workplace violence systems
 - Controlling access to, and freedom of movement within, the workplace by non-employees, include recently discharged employees or persons with whom one of our employees is having a dispute

- Installing effective systems to warn others of a violence danger or to summon assistance, e.g., alarms, blue strobe lights, and intercom announcements
- Provide employee training/re-training (refreshers) on the WVPP, which could include but not limited to the following:
 - Recognizing and handling threatening or hostile situations that may lead to violent acts by persons who are service recipients of our establishment
 - Ensure that all reports of violent acts, threats of physical violence, verbal abuse, property damage or other signs of strain or pressure in the workplace are handled effectively by management and that the person making the report is not subject to retaliation by the person making the threat
 - Improve how well our establishment's management and employees communicate with each other
 - Procedures for reporting suspicious persons, activities, and packages
- When Board governance meetings take place at the worksite, Board members will be reminded of the RLECWD's emergency procedures, including evacuation plans, and the use of code words over the intercom and blue strobe light alerts in case of disturbance in the office lobby/main entrance.
- Establish a policy for prohibited practices, including the RLECWD's no-weapons policy

Post-Incident Response and Investigation

After a workplace incident, the WVPP Administrator or their designee will implement and enforce procedures for post-incident response and investigation including, but not limited to:

- Visiting the workplace violence incident scene as soon as safe and practicable
- Interviewing employees and witnesses, and any other involved parties
- Examining the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator, if any
- Determining the cause of the incident
- Taking corrective action to prevent the incident from reoccurring
- Obtaining copies of any reports completed by law enforcement
- Recording the findings and corrective actions taken, using a Workplace Violent Incident Log, which will include information such as:
 - The date, time, and location of the incident

- The workplace violence type or types involved
- A detailed description of the incident
- A description of the relationship of the perpetrator to the workplace, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator
- A description of the circumstances at the time of the incident, including, but not limited to, whether employees were completing their usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, or working in a community setting or in an unfamiliar or new location
- A description of where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area
- The type of incident, including, but not limited to, whether it involved any of the following:
 - Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting
 - Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object
 - Threat of physical force or threat of the use of a weapon or other object
 - Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact
 - Animal attack
 - Other
- Consequences of the incident, including, but not limited to:
 - Whether security or law enforcement was contacted, and their response
 - Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident
 - Information about the person completing the log, including their name, job title, and the date completed
- Reviewing all previous incidents

- Ensuring that no personal identifying information is recorded or documented in the Violent Incident Log. This prohibition includes information that would reveal identification of any person involved in a violent incident, such as the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, reveals the person's identity

Review and Revision of the WVPP

The RLECWD will implement and enforce procedures to review the effectiveness of this WVPP and revise it as needed including, but not limited to, obtaining the active involvement of employees in reviewing the Plan, as described above.

The RLECWD will review the WVPP at least annually, when a deficiency is observed or becomes apparent, after a workplace violence incident, and as needed. All such reviews will include, but be not limited to:

- Review of incident investigation and Workplace Violent Incident Log(s)
- Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability, if applicable
- Ensure violence risks are being properly identified, evaluated, and corrected, and any necessary revisions are made promptly and communicated to all employees; revisions may involve changes to procedures, updates to contact information, and additions to training materials

The RLECWD also will update the WVPP to include any procedures or other information determined by Cal/OSHA's Occupational Safety and Health Standards Board to be necessary and appropriate to protect the health and safety of employees.

District Reporting Responsibilities

As required by California Code of Regulations ("CCR"), Title 8, Section 342(a), "Reporting Work-Connected Fatalities and Serious Injuries," the RLECWD will immediately report to Cal/OSHA any employee's serious injury or illness (as defined by CCR, Title 8, Section 330(h)), or death (including any injury, illness, or death due to workplace violence) occurring at work or related in any way to employment with the RLECWD.

**ACKNOWLEDGEMENT OF WORKPLACE VIOLENCE
PREVENTION PLAN ADMINISTRATOR**

I, Timothy R. Shaw, General Manager of RLECWD, hereby authorize and ensure the establishment, implementation, and maintenance of this written workplace violence prevention plan and the documents/forms within this written plan. I am committed to promoting a culture of safety and violence prevention in our workplace and believe that these policies and procedures will help us achieve that goal.

Timothy R. Shaw, General Manager

Signature

Date

EVALUATION OF WORKPLACE VIOLENCE HAZARDS

Person(s) conducting evaluation: [Insert name(s)]

Date: [Insert date]

Name(s) of employee and authorized employee representative who participated:

[Insert name(s)]

Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to workplace violence hazards	Applicable Places and times	Potential for workplace violence hazards	Existing and/or additional workplace violence prevention controls
[Reception area, Interacting with customers paying water bills, responding to service terminations, etc.]	[Intermittently throughout the workday.]	[Low risk (visitors are infrequent).]	[Employee training consistent with this WVPP, hired security guards, secure entrances, etc.]

RLECWD WORKPLACE VIOLENT INCIDENT INVESTIGATION REPORT

INCIDENT INFORMATION:				
DATE OF INCIDENT:		TIME OF INCIDENT:		
INCIDENT LOCATION:				
CITY:		STATE:		ZIP CODE:
INCIDENT DESCRIPTION:				
[Enter details, including all events that led up to the incident.]				
SAMPLE				
EMPLOYEES INVOLVED:				

UNDERLYING CAUSE(S) OF THE INCIDENT :

CORRECTIVE ACTIONS TAKEN:

[Provide details, including potential solutions to the root cause(s), if applicable.]

NEXT STEPS:

[For example, any corrective actions not completed, follow-up with employees involved, EAP referrals, etc.]

FORM COMPLETED:

MANAGER RESPONSIBLE:

DATE:

WORKPLACE VIOLENT INCIDENT LOG

INCIDENT INFORMATION:				
DATE OF INCIDENT:		TIME OF INCIDENT:		
INCIDENT LOCATION:				
CITY:		STATE:	ZIP CODE:	
WORKPLACE VIOLENCE TYPE:				
<p><input type="checkbox"/> Type 1: Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches workers with the intent to commit a crime.</p> <p><input type="checkbox"/> Type 2: Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.</p> <p><input type="checkbox"/> Type 3: Workplace violence against an employee by a present or former employee, supervisor, or manager.</p> <p><input type="checkbox"/> Type 4: Workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.</p>				
DETAILED DESCRIPTION OF THE INCIDENT:				

WAS THE PERPETRATOR OF VIOLENCE A:

- Customer or client
- Family or friend of a customer or client
- Stranger with criminal intent
- Coworker
- Supervisor or manager
- Partner or spouse
- Parent or other relative
- Other:

AT THE TIME OF THE INCIDENT, WAS THE EMPLOYEE (CHECK ALL THAT APPLY):

- Completing usual job duties
- Working in poorly lit area(s)
- Rushed
- Working during a low staffing level
- Isolated or alone
- Unable to get help or assistance
- Working in a community setting
- Working in an unfamiliar or new location

WHERE DID THE INCIDENT OCCUR?

- Inside the workplace
- In a parking lot or other area outside the workplace
- Other:

DID THE INCIDENT INVOLVE ANY OF THE FOLLOWING? (CHECK ALL THAT APPLY):

- Physical attack without a weapon including, but not limited to biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting

- Attack with a weapon or object including, but not limited to a firearm, knife, or other object
- Threat of physical force or threat of the use of a weapon or other object
- Sexual assault or threat including, but not limited to rape, attempted rape, physical display, or unwanted verbal or physical sexual contact
- Animal attack
- Other:

WHERE THERE ANY INJURIES?

- Yes
- No

Please explain:

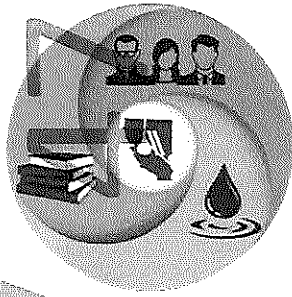
CONSEQUENCES OF THE INCIDENT:

- Security or law enforcement was contacted
 Agency contacted: _____
 Agency response: _____
- Emergency medical responders (other than law enforcement) who were contacted, such as fire department, paramedics, on-site first aid certified personnel, etc. Explain:

- Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident:

RECEIVED BY:

NAME:		DATE RECEIVED:	
JOB TITLE::			



Water Audit Validator Certificate

Timothy Ray Shaw

Has completed the training and examination requirements for validating water loss audits, which have been compiled following the principles and terminology laid out by the American Water Works Association, according to the Level 1 Water Audit Validation methods set forth by the Water Research Foundation; and is hereby granted this Certificate of completion as a

CALIFORNIA WATER AUDIT VALIDATOR

Jennifer Sandoval
Education Administrator

Valid through September 11, 2027



Information Items Agenda Item: 6.2

Date: September 23, 2024

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

BOARD REPORTS

- 9.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 9.2.2. Sacramento Groundwater Authority – Garrison (primary)
- 9.2.3. Executive Committee – Gifford, Cline
- 9.2.4. ACWA/JPIA – Cline
- 9.2.5 GM Annual Performance Review Ad Hoc (Young/Cline)
- 9.2.6 MOU Renewal Negotiations Ad Hoc (Young/Cline)

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

September 11, 2024 @ 6:00 P.M.

49

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

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

Call to Order: 6:00 P.M.

Public Comment: *There were no public members present at the start of the meeting. A public member arrived at approximately 6:25 P.M., but the public member expressed no public comments.*

Items for Discussion:

1.	Contract District Engineer's Update.
	<i>The Contract District Engineer presented his written report and expounded on the recent completion of the latest pipe replacement project phase, the design of the Hexavalent Chromium treatment facility, raising and lowering iron (water valve boxes) and Water Use Efficiency mandated submittals.</i>
2.	Reminder for Board Member Training at 9-23-2024 Regular Meeting (open session).
	<i>The General Manager presented his written report. Both Directors (Gifford and Cline) asked if we know the approximate duration of the scheduled training. The General Manager conveyed that he and the instructor had discussed a goal of less than one hour.</i>
3.	DRAFT Workplace Violence Prevention Policy.
	<i>The General Manager presented his written report and explained the mandate, via California Occupational Safety and Health Association (OSHA) applies to all California employers, and is emphasized for Public Agencies, because they are commonly insured by entities with formal risk management programs. The General Manager further explained that even though this is a state mandate, it is also a change impacting wages, hours or working conditions, so he needs to share the Workplace Violence Prevention Plan with Teamsters Local 150. The Workplace Violence Prevention Plan will be appended to the existing Injury and Illness Prevention Plan.</i>
4.	New Laws Regarding Irrigation of Non-Functional Turf (Commercial, Industrial Institutional).
	<i>The General Manager presented his written report and explained having already received questions regarding the new prohibitions from the community. Director Gifford asked for the definition of "non-functional turf", which the General Manager provided and referenced the supporting documents for this item.</i>
5.	Platform for Public Reporting of Unauthorized Water Use, e.g., Fire Hydrant Use Without Permit.
	<i>The General Manager presented his written report and explained that this idea is in response to occasional public comments to the Board (maybe 2 or 3 times each year) where public members express frustration because they observed what they believe to be stealing water from fire hydrants. The General Manger projects that a tool for public reporting of suspected, unauthorized water use should be a part of the re-designed District website via Streamline. The General Manager also conveyed that past state level efforts along these lines also had an unintended consequence of being used as a tool for feuding neighbors, which should be lessons learned to make the District's effort mindful of pitfalls.</i>
6.	Discuss Reducing District Annual Contribution for Pre-Funding Other Post Employment Benefits.
	<i>The General Manager presented his written report and briefly explained the history and subsequent ramifications in Governmental Accounting Standards Bureau (GASB), for analysis of fiscal impacts associated with Other Post Employment Benefits (OPEB). The General Manager further explained that the Board's proactive efforts 4-years ago have led to fully funding the OPEB liability that resulted from District actions more than 20-years ago. It is beneficial to share this good news with the public we serve.</i>
7.	Discuss Expenditures for July.
	<i>The Executive Committee forwarded the July Expenditures report onto the September 23rd Board agenda with</i>

the Committee's recommendation for Board approval.

8. Discuss Financial Reports for July.

The Executive Committee forwarded the July Financial report onto the September 23rd Board agenda with the Committee's recommendation for Board approval.

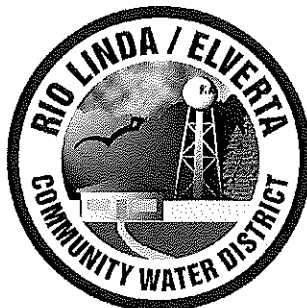
Directors' and General Manager Comments:

X – Update on Streamline and Diamond Communications.

The General Manager reported that the Streamline agreement is fully executed. There has been no response from Diamond Communications.

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

Adjournment: 6:45 P.M.



Agenda Item: 7

Date: September 23, 2024
Subject: Public Comment for Closed Session
Staff Contact: Timothy R. Shaw, General Manager

7. PUBLIC COMMENT FOR CLOSED SESSION

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



**Closed Session
Agenda Item: 8**

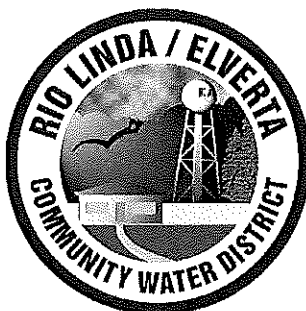
Date: September 23, 2024

Subject: Closed Session

Staff Contact: Timothy R. Shaw, General Manager

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

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



**Reconvene Open Session
Agenda Item: 9**

Date: September 23, 2024

Subject: Report of Action Taken in Closed Session

Staff Contact: Timothy R. Shaw, General Manager

9. Return to Open Session and Report of Action Taken in Closed Session

Announce any reportable actions authorized in closed session.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

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