

**MINUTES OF THE  
NOVEMBER 19, 2018  
BOARD OF DIRECTORS REGULAR MEETING  
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

**1. CALL TO ORDER, ROLL CALL and PLEDGE OF ALLEGIANCE**

The November 19, 2018 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. at the Depot/Visitor Center located at 6730 Front Street, Rio Linda, CA. General Manager Tim Shaw took roll call of the Board of Directors. Director Dills, Director Harris, Director Henrici, Director Ridilla, Director Green and General Manager Tim Shaw were present. Director Ridilla led the pledge of allegiance.

President Harris asked the Board to add an item onto the agenda with regards to an employee enduring a hardship to be considered by the Board.

*It was moved by Director Henrici and seconded by Director Dills to add an employee request requiring Board action to the agenda. Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.*

GM Shaw informed the Board that an employee, who is experiencing a financial hardship and not able to sustain the basic necessities of life, is asking the Board to consider cashing out 80 hours of vacation. Director Dills asked what the current policy is and GM Shaw expressed that there is no current policy on this allowance.

*It was moved by Director Ridilla and seconded by Director Green to allow cashing out of 80 hours of vacation by the requesting employee. Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.*

**2. PUBLIC COMMENT**

No public comment.

**3. CONSENT CALENDAR**

**3.1 Minutes**

October 15, 2018

**3.2 Expenditures**

**3.3 Financial Reports**

No public comment on this item.

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

**4. REGULAR CALENDAR**

**ITEMS FOR DISCUSSION AND ACTION**

#### **4.1 General Manager's Report**

General Manager Tim Shaw provided the Board a written report of special events and meetings attended since the last Board meeting.

Director Ridilla asked for an update on Tesco. GM Shaw coordinated with Tesco and Inductive Automation and determined that the systems have not been backed up since June of 2017. Adept Solutions, the District's IT vendor, is providing a quote to begin backing up the SCADA server.

No public comment on this item.

*The Board made no action on this item*

#### **4.2 Consider approving District Engineer Professional Service Agreement**

The District completed the Request for Qualifications (RFQ) process. Staff determined EKI was the most qualified of the three firms having responded. Staff further determined, subsequent to opening the sealed schedule of charges, that EKI was reasonably priced for the services to be provided.

Michael Vasquez, Principal Engineer with EKI Environment & Water, introduced himself to the Board and gave a little background on himself and the company.

*It was moved by Director Green and seconded by Director Henrici to approve the PSA with EKI Environment and Water. Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.*

#### **4.3 District Engineer's Report**

The reporting for this item was to introduce the new District Engineer, Michael Vasquez.

No public comment on this item.

*The Board made no action on this item*

#### **4.4. Consider approving Elverta Specific Plan Owners Group Development Processing Cost Funding Agreement.**

This funding agreement was duplicated based on template funding agreement as Northborough development and has been reviewed by legal counsel.

No public comment on this item.

*It was moved by Director Dills and seconded by Director Ridilla to approve the Elverta Specific Plan Owners Group Development Processing Cost Funding Agreement . Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous roll call vote of 5-0-0.*

#### **4.5 Consider termination of specific projects on the Stalled Capital Improvement Projects List.**

At consecutive monthly Planning Committee meetings. Directors and staff reviewed the stalled Capital Improvement Plan (CIP) projects, as well as the budget consequences of terminating any of the stalled projects. Although through the years the Board has approved and adopted the CIPs, there has been no funding established to complete many of these projects. Some of the projects on the list are temporarily

stalled. They're fate is not yet determined. Examples include RiverArc, EDWPA and the new office facility.

Staff's recommendation is to terminate the following projects : L Street – Storm Drain Construction, Adele Court Pipeline, Install 200 feet of DIP on 5<sup>th</sup>/Montague, Obtain Easement.

No public comment on this item.

***It was moved by Director Henrici and seconded by Director Ridilla to remove “L Street – Storm Drain Construction, Adele Court Pipeline, Install 200 feet of DIP on 5th/Montague, Obtain Easement” from the Stalled Capital Improvements Project based on staff’s recommendation. Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0***

#### **4.6 Consider accepting the Terms and Conditions with WageWorks for employee flexible spending account administering services.**

The Board is being asked to accept the Terms and Conditions from WageWorks for administering the RLECWD employees Flexible Spending Accounts.

No public comment on this item.

***It was moved by Director Henrici and seconded by Director Ridilla to accept the Terms and Conditions with WageWorks for employee flexible spending account administering services. Henrici, Dills, Harris, Green and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.***

#### **4.7 Consider accepting the Fiscal Year 2017/2018 Financial Audit Report.**

The District must receive an annual audit of its financial reporting by a GASB 34 licensed independent auditor. This year as in the past few years, the independent auditor engaged for the service was Fechter and Company.

The 2017/2018 has no findings, which is preferable.

No public comment on this item.

***It was moved by Director Henrici and seconded by Director Green accepted the Fiscal Year 201-18 Financial Audit Report . Henrici, Dills, Harris, Green and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.***

#### **4.8 Consider authorizing attendance by Board Member(s) for the December 6th RWA/SGA Holiday Social , and further authorize the costs for attendance.**

The Board needs to determine which of the Directors is interested and available to attend the RWA/SGA holiday social on December 6th, then consider authorizing attendance accordingly, and further authorize advance payment for the number of authorized Board Member attendees.

No public comment on this item.

***It was moved by Director Ridilla and seconded by Director Dills for the RWA & SGA representatives Directors Green and Henrici attend the RWA/SGA Holiday Social on December 6th . Dills, Harris, and Ridilla voted yes. Director Henrici and Green abstained. The motion carried with a vote of 3-0-2.***

**4.9 Consider adopting Resolution 2018-09, A Board Protocol on Labor Negotiations.**

Legal Counsel recommends adoption of Resolution 2018-09 prior to continuing the negotiation process.

*It was moved by Director Dills and seconded by Director Ridilla to approve adopting Resolution 2018-09 . Henrici, Dills, Harris, Green, and Ridilla voted yes. The motion carried with a unanimous roll call vote of 5-0-0.*

**4.10 Consider nominating RLECWD a Board Member to serve on Sacramento LAFCo, Special District Advisory Committee (SDAC).**

The Board is being invited to nominate a Member to join the Special District Advisory Committee (SDAC). SDAC members serve 2 year terms (1/19 – 12/20) without compensation.

*It was moved by Director Dills and seconded by Director Ridilla to nominate Director Harris on the LAFCo Advisory Committee . Henrici, Dills, Green, and Ridilla voted yes. Harris abstained. The motion carried with a roll call vote of 4-0-1.*

**5. INFORMATION ITEMS**

**5.1. DISTRICT ACTIVITY REPORT**

- a. Water Operations Report
- b. Conservation Report

**5.2. BOARD REPORTS**

- a. Report any ad hoc committees dissolved by requirements in Policy 2.01.065.
- b. Regional Water Authority – Agenda, Executive Summary, written report provided.
- c. Sacramento Groundwater Authority – No Meeting
- d. LAFCO – Green – Green gave a verbal report.
- e. Planning Committee – Dills, Harris – Minutes provided.
- f. Finance / Administrative Committee – Minutes provided.
- g. AD Hoc Committees –
  - 1. MOU Negotiations – Dills, Harris –
- g. Other Reports

**5.3. PLANNED ACTIVITIES**

- a. ACWA JPIA Fall Conference, November 26<sup>th</sup> and 27<sup>th</sup> - Agendas provided
- b. ACWA Fall Conference, November 27<sup>th</sup> through 30<sup>th</sup> - Agendas provided.

**6. DIRECTORS’ AND GENERAL MANAGER COMMENTS**

**7. ADJOURNMENT**

President Harris adjourned the meeting at 7:25p.m.

Respectfully submitted,

Signature on File  
Timothy R. Shaw, Secretary

Signature on File  
Mary Harris, President of the Board