

**MINUTES OF THE JUNE 21, 2021  
BOARD OF DIRECTORS REGULAR MEETING  
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

**1. CALL TO ORDER, ROLL CALL**

The June 21, 2021 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 and via Zoom Video Conference. This meeting was held in accordance with executive order n-29-20, issued by California governor Gavin Newsom on March 17, 2020, the Ralph M. Brown act (California government code section 54950, et seq.), and the federal Americans with disabilities act. President Green led the pledge of allegiance. General Manager Tim Shaw took roll call of the Board of Directors. President Jason Green, Director Robert Reisig, Director Mary Harris, Director Ridilla, Director Gifford and General Manager Tim Shaw, Legal Counsel Barbara Brenner were present.

President Green announced that the Board would need to vote to add an item onto tonight's agenda.

*It was moved by Director Ridilla and seconded by Director Harris to add to tonight's agenda to Consider the Postponement or Rescheduling of the Public Hearing to Consider Adopting Resolution No. 2012-02 A Schedule Of Rates For Bimonthly Water Service Charges Commencing With Fiscal Year 2021-2022. Directors Green, Ridilla, Reisig, Gifford and Harris voted yes. The motion carried with a roll call vote of 5-0-0.*

**2. Consider Adopting Resolution No. 2012-02 A Schedule Of Rates For Bimonthly Water Service Charges Commencing With Fiscal Year 2021-2022.**

Legal Counsel Brenner stated that the reason for considering postponement is just to be cautious that all of the public has had a chance to review the 218 notice and opportunity to file a protest if they choose too. Legal Counsel's recommendation is to mail out the 218 notice again.

Comments/Questions: Public members stated the notice looked like junk mail and not from the RLECWD. Director Harris asked Legal Counsel if all of the protest letters that have already been signed and submitted be counted towards the next scheduled public hearing meeting?

Legal Counsel Brenner stated that they do not have to be submitted tonight and yes they will be included in the future count.

Tim Shaw GM affirmed the protest letters do not have to be submitted tonight.

*It was moved by Director Gifford and seconded by Director Ridilla to Postpone the Public Hearing to consider Rates for Bimonthly Water Service Charges. Directors Green, Ridilla, Reisig, Gifford and Harris voted yes. The motion carried with a roll call vote of 5-0-0.*

**3. PUBLIC COMMENT**

Members of the public made comments to the Board. Due to technical difficulties in hearing the comments made on the video, no subject matter of those comments are available.

President Green called for a brief recess.

**-Agenda 4 Postponed-**

**4. PUBLIC HEARING TO CONSIDER ADOPTING RESOLUTION NO. 2021-02 A SCHEDULE OF RATES FOR BIMONTHLY WATER SERVICE CHARGES COMMENCING WITH FISCAL YEAR 2021-2022.**

- 4.1. Open Public Hearing**
- 4.2. Presentation of the item by staff**
- 4.3. Public Comment**
- 4.4. Close Public Hearing**
- 4.5. Consider Adoption of Resolution No. 2021-02 A Schedule Of Rates For Bimonthly Water Service Charges Commencing With Fiscal Year 2021-2022**

**5. CONSENT CALENDAR**

- 5.1 Minutes – May17, 2021**
- 5.2 April Expenditures**
- 5.3 April Financial Reports**

No public comment.

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

**REGULAR CALENDAR**

**5. ITEMS FOR DISCUSSION AND ACTION**

**5.1 General Manager’s Report**

The General Manager presented his monthly report and offered to answer any questions the Board may have.

*The Board made no action on this item.*

**5.2 District Engineer’s Report – Mike Vasquez**

Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board and offered to answer questions. The report highlighted topics of General Engineering, Active Development Reviews, Well 16 Pumping Station Construction Project, CIP Pipe Replacement Project Request for Proposals (RFP), and Urban Water Management Plan (UWMP) Request for Proposals (RFP).

Comments/Questions - Due to technical difficulties in hearing the comments made on the video, no comments are available.

*The Board made no action on this item.*

**5.3 Consider Preliminary Budget Adoption for Fiscal Year 2021-2022**

The June Executive Committee reviewed the reasons, process and justifications for annually adopting a preliminary budget. The Committee further discussed the preliminary changes made to the existing budget to create this preliminary budget to be considered by the Board.

The capital budget is based on anticipated project costs and timing. Because the money for the capital budget is transferred out of the operating budget, the operating budget is directly influenced by this improved practice.

District policy recommends a preliminary budget adoption prior to the beginning of each fiscal year. The essence of this practice is to allow for Board authorized spending after July 1st (beginning of the next fiscal year), but before the prior fiscal year end balances are available due to invoices and revenues received at or near June 30th.

As has been the approach in the past few years, the budgeted amount for active employee medical insurance is based on the maximum cost possible from the current collective bargaining agreement. If the year lapses without experiencing the maximum cost for medical insurance, then there is a budget windfall available for allocating to other District expenses, e.g. additional pipe replacements. Similarly, the budgeted amount for Cost of Living Adjustments (COLA) pursuant to the collective bargaining agreement is the maximum possible.

It is appropriate for the Board to schedule a public hearing for the adoption of the Final Budget in conjunction with the August 16, 2021 regular Board meeting.

Public/Director -Comments/Questions - Due to technical difficulties in hearing the comments made on the video, no comments are available.

***It was moved by Directors to adopt the Preliminary Budget for Fiscal Year 2021-2022. Directors Green, Reisig, Gifford and Ridilla voted yes. Director Harris voted no. The motion carried with a roll call vote of 4-1-0.***

#### **5.4 Consider adopting policies needed to enable re-opening of the customer service lobby.**

In response to the global pandemic, the customer service lobby has been closed to in-person customer interactions since March 2020. The District further mitigated employees occupational exposure to Corona Virus via emergency implementation and support of telecommuting applicable employees, thereby creating less occupancy in the District office.

for The June 15th state “reopening” declared by the governor has been a dynamic evolution with respect to mask requirements and Cal OSHA policies regarding mask requirements for employees in the workplace. In the weeks leading up to June 15th, the employee mask wearing requirements published by the state were literally changing on a daily basis. Those volatile requirements have now solidified (relatively) to the point where re-opening the customer service lobby with written Corona Virus protection policies for the health and safety of employees and the public we serve.

Pursuant to the Meyers-Milias Brown Act, policies affecting wages, benefits or working conditions are subject to meet and confer. Accordingly, if the Board finds it appropriate to approve this policy, the Board action will need to be, “subject to meet and confer”.

Until the policy is adopted, and the meet and confer process has been completed, the District customer service lobby remains closed and applicable employees are encouraged to continue telecommuting practices.

Public/Director -Comments/Questions - Due to technical difficulties in hearing the comments made on the video, no comments are available.

***It was moved by the Directors to adopt the customer service lobby reopening policy. Directors Harris, Gifford, Green, Reisig and Ridilla voted yes. The motion carried with a roll call vote of 5-0-0.***

**5.5 Consider directing staff on the types of public meetings (Board and Committee) to be held.**

Up to and including the June 21, 2021 regular Board meeting, the District’s public meetings have either included a virtual attendance (Zoom) option, or been prescribed to be virtual meeting only (no in-person attendance permitted).

With the well documented state “reopening” on June 15th, relaxation of mask requirements for fully vaccinated persons, and the transitions to nearly normal operations, it is necessary and appropriate for the Board to consider the form of public meetings to be conducted moving forward. The reasonable options for meeting format include:

- 1. In-person only.
- 2. Virtual only (subject to repeal of applicable Executive Order(s) which were originally implemented to waive certain Ralph M. Brown Act meeting requirements.
- 3. Hybrid (combination virtual and in-person).

Public/Director -Comments/Questions - Due to technical difficulties in hearing the comments made on the video, no comments are available.

*It was moved by the Directors to hold only In-Person Meetings. Directors Green, Reisig, Harris, Gifford and Ridilla voted yes. The motion carried with a roll call vote of 5-0-0.*

**5.6 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065**

**5.6.1 General Manager annual performance review ad hoc committee**

Due to technical difficulties in hearing the comments made on the video, no comments are available.

*President Jason appointed Director Gifford and Director Ridilla to the GM Annual Performance Ad Hoc Committee.*

**6. INFORMATION ITEMS**

**6.1. DISTRICT ACTIVITY REPORT**

- 6.1.1. Water Operations - Report provided.
- 6.1.2. Completed and Pending Items Report- Report provided.
- 6.1.3 Sacramento County Board of Supervisors workshop on Elverta Specific Plan

**6.2. BOARD REPORTS**

- 6.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 6.2.2. Sacramento Groundwater Authority – Harris, Reisig. – Agenda’s provided.
- 6.2.3. Sacramento Groundwater Authority (RWA and SCGA) 3x3- Reisig-
- 6.2.4 Executive Committee – Green, Reisig - Minutes provided.
- 6.2.5. ACWA/JPIA – Ridilla –
- 6.2.6 LAFCo Special District Advisory Committee – Reisig -

**7. DIRECTORS’ AND GENERAL MANAGER COMMENTS** – Due to technical difficulties in hearing the comments made on the video, no comments are available.

**8. ADJOURNMENT** President Green adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Signature on File  
Timothy R. Shaw, Secretary

Signature on File  
Jason Green, President of the Board