

Agenda
Rio Linda / Elverta Community Water District
Executive Committee

Visitors/Depot Center
6730 Front Street
Rio Linda, CA 95673

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June 1, 2020
6:00 p.m.

Public documents relating to any open session items listed on this agenda that are distributed to the Committee members less than 72 hours before the meeting are available for public inspection on the counter of the District Office at the address listed above.

The public may address the Committee concerning any item of interest. Persons who wish to comment on either agenda or non-agenda items should address the Executive Committee Chair. The Committee Chair will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability related modification or accommodation to participate in this meeting, then 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.

Call to Order

Public Comment

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Items for Discussion:

1. Review and discuss the expenditures of the District for the month of April 2020.
2. Review and discuss the financial reports for the month of April 2020.
3. Discuss the Preliminary Budget Adoption for Fiscal Year 2020-2021.
4. Discuss feedback Requested by Rate Study Consultant.
5. Discuss Statutory Expiration of Governor's Executive Orders.
6. Discuss Requests Received from SMUD Regarding Well 16 Project.
7. Update from the Contract District Engineer.

Directors' and General Manager Comments

Items Requested for Next Month's Committee Agenda

Adjournment

Next Executive Committee meeting: Monday, July 6, 2020 at 6:00 p.m. Visitor's/Depot Center, 6730 Front Street, Rio Linda, CA 95673

ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, if you need special assistance or materials to participate in this meeting, please contact the District Office at 916-991-1000. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and agenda materials.



Executive Committee Agenda Item: 1

Date: June 1, 2020

Subject: Expenditure Summary

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

It is recommended that the Executive Committee review the expenditures for April 2020, then forward the item to the June 15th Board agenda, consent section, with a recommendation for approval.

Current Background and Justification:

These expenditures were necessary and prudent for operation of the District and consistent with the policies and budget adopted by the Board of Directors. The Expenditure Summary provides the listing of expenditures which have occurred since the last regular meeting of the Board.

Conclusion:

Consistent with the District policies, the Expenditure Summary is to be reviewed by the Executive Committee and approved by the Board of Directors.

Rio Linda Elverta Community Water District
Expenditure Report
April 2020

Type	Date	Num	Name	Memo	Amount
Liability Check	04/08/2020	EFT	QuickBooks Payroll Service	For PP Ending 04/04/20 Paydate 04/09/2020	17,143.95
Liability Check	04/09/2020	EFT	CalPERS	For PP Ending 04/04/20 Paydate 04/09/2020	2,284.76
Liability Check	04/09/2020	EFT	CalPERS	For PP Ending 04/04/20 Paydate 04/09/2020	1,055.60
Liability Check	04/09/2020	EFT	Nationwide	Deferred Compensation Plan: Employer & Employee Share	1,221.65
Bill Pmt -Check	04/09/2020	EFT	Adept Solutions	Computer Maintenance	1,333.00
Bill Pmt -Check	04/09/2020	EFT	Comcast	Phone/Internet	234.93
Bill Pmt -Check	04/09/2020	EFT	PG&E	Utilities	66.36
Bill Pmt -Check	04/09/2020	EFT	Republic Services	Utilities	86.52
Liability Check	04/09/2020	EFT	Internal Revenue Service	Employment Taxes	5,969.24
Liability Check	04/09/2020	EFT	Employment Development	Employment Taxes	1,174.93
Bill Pmt -Check	04/09/2020	EFT	Umpqua Bank Credit Card	Computer, Office, Postage, Trans Maint, Licensing	1,549.43
Bill Pmt -Check	04/09/2020	EFT	Voyager Fleet Commander	Transportation Fuel	227.36
Transfer	04/09/2020	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	16,500.00
Check	04/09/2020	1198	Customer	Hydrant Meter Deposit Refund	723.70
Check	04/09/2020	1199	Customer	Final Bill Refund	5.34
Check	04/09/2020	1200	Customer	Final Bill Refund	239.07
Bill Pmt -Check	04/09/2020	1201	ABS Direct, Inc.	Postage, Printing	5,863.06
Bill Pmt -Check	04/09/2020	1202	ACWA/JPIA	EAP	23.50
Bill Pmt -Check	04/09/2020	1203	Churchwell White	Legal	480.90
Bill Pmt -Check	04/09/2020	1204	CoreLogic Solutions	Metro Scan	134.75
Bill Pmt -Check	04/09/2020	1205	Elk Grove Security Systems	Security	84.00
Bill Pmt -Check	04/09/2020	1206	Employee Relations	New Employee Hire Expense	132.70
Bill Pmt -Check	04/09/2020	1207	Intermedia.net	Telephone	75.02
Bill Pmt -Check	04/09/2020	1208	Med 7 Urgent Care Centers	New Employee Hire Expense	199.00
Bill Pmt -Check	04/09/2020	1209	Oreilly Automotive	Transportation Maintenance; Pump Maintenance	457.86
Bill Pmt -Check	04/09/2020	1210	Phelan, Michael	Retiree Insurance	3,150.00
Bill Pmt -Check	04/09/2020	1211	Rio Linda Elverta Recreation & Park Dist	Meeting Expense	50.00
Bill Pmt -Check	04/09/2020	1212	Rio Linda Hardware & Building Supply	Shop Supplies	312.81
Bill Pmt -Check	04/09/2020	1213	Sierra Chemical Company	Chemical Supplies	861.30
Bill Pmt -Check	04/09/2020	1214	SMUD	Utilities	13,675.12
Bill Pmt -Check	04/09/2020	1215	Spok, Inc.	Field Communication	15.19
Bill Pmt -Check	04/09/2020	1216	USA BlueBook	Safety; Lab Supplies	2,864.57
Bill Pmt -Check	04/09/2020	1217	Vanguard Cleaning	Janitorial	195.00
Check	04/15/2020	EFT	WageWorks	FSA Administration Fee	76.25
Check	04/17/2020	EFT	ARCO	Transportation: Fuel	446.60
Liability Check	04/22/2020	EFT	QuickBooks Payroll Service	For PP Ending 04/18/2020 Paydate 04/23/2020	18,458.62
Liability Check	04/23/2020	EFT	CalPERS	For PP Ending 04/18/2020 Paydate 04/23/2020	2,604.54
Liability Check	04/23/2020	EFT	CalPERS	For PP Ending 04/18/2020 Paydate 04/23/2020	1,055.60
Liability Check	04/23/2020	EFT	Nationwide	Deferred Compensation Plan: Employer & Employee Share	1,196.72
Liability Check	04/23/2020	EFT	Internal Revenue Service	Employment Taxes	6,623.28
Liability Check	04/23/2020	EFT	Employment Development	Employment Taxes	3,123.55
Liability Check	04/23/2020	EFT	Kaiser Permanente	Health Insurance	862.39
Liability Check	04/23/2020	EFT	Principal	Dental & Vision Insurance	1,474.78

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

Type	Date	Num	Name	Memo	Amount
Liability Check	04/23/2020	EFT	Western Health Advantage	Health Insurance	9,358.06
Bill Pmt -Check	04/23/2020	EFT	Verizon	Field Communication, Field IT	464.85
Check	04/23/2020	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	34,000.00
Check	04/23/2020	EFT	RLECWD - Capital Improvement	Vendor refund - Well 10 Project	1,308.20
Check	04/23/2020	EFT	RLECWD - SURCHARGE ACCOUNT 1	Bi-monthly Transfer	130,259.31
Check	04/23/2020	EFT	RLECWD - SURCHARGE ACCOUNT 2	Bi-monthly Transfer	72,978.69
Check	04/23/2020	EFT	RLECWD - CalPERS CERBT	Annual CERBT Budget Contribution	20,000.00
Liability Check	04/23/2020	1219	Customer	Final Bill Refund	10.93
Check	04/23/2020	1220	Customer	Final Bill Refund	1.16
Bill Pmt -Check	04/23/2020	1221	BSK Associates	Lab Fees	1,570.00
Bill Pmt -Check	04/23/2020	1222	EKI Environment & Water	Engineering	5,000.00
Bill Pmt -Check	04/23/2020	1223	Ferguson Enterprises	Meter Maintenance	25,989.30
Bill Pmt -Check	04/23/2020	1224	ICONIX Waterworks	Distribution Supplies	724.08
Bill Pmt -Check	04/23/2020	1225	Oreilly Automotive	Transportation: Maintenance	32.16
Bill Pmt -Check	04/23/2020	1226	RW Trucking	Distribution Supplies	620.83
Bill Pmt -Check	04/23/2020	1227	Unifirst Corporation	Uniforms	229.61
Total 10000 - Bank - Operating Account					<u>416,860.13</u>



Executive Committee Agenda Item: 2

Date: June 1, 2020

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should review the Finance Reports of the District for the month of April 2020, then forward the report onto the June 15th Board agenda with the Committee's recommendation for Board approval.

Current Background and Justification:

The financial reports are the District's balance sheet, profit and loss, and capital improvements year to date. This report provides the snapshot of the District's fiscal health for the period covered.

Conclusion:

Consistent with District policies, these financials are to be reviewed by this committee and presented to the Board of Directors to inform them of the District's current financial situation.

Rio Linda Elverta Community Water District

Balance Sheet
As of April 30, 2020

ASSETS

Current Assets

Checking/Savings

100 · Cash & Cash Equivalents

10000 · Operating Account

10020 · Operating Fund-Umpqua 652,708.43

Total 10000 · Operating Account 652,708.43

10475 · Capital Improvement

10480 · General 1,764,174.65

10485 · Vehicle Replacement Reserve 15,000.00

Total 10450 · Capital Improvement 1,779,174.65

Total 100 · Cash & Cash Equivalents 2,431,883.08

102 · Restricted Assets

102.1 · Restricted Capital Improvements

10700 · ZIONS Inv/Surcharge Reserve 515,060.23

Total 102.1 · Restricted Capital Improvements 515,060.23

102.2 · Restricted for Debt Service

10300 · Surcharge 1 Account 806,955.13

10350 · Umpqua Bank Debt Service 119,140.67

10380 · Surcharge 2 Account 295,926.90

10385 · OpusBank Checking 3,120,625.96

Total 102.2 · Restricted for Debt Service 4,342,648.66

102.4 · Restricted Other Purposes

10600 · LAIF Account 295,201.01

10650 · Operating Reserve Fund 301,590.70

Total 102.4 · Restricted Other Purposes 596,791.71

Total 102 · Restricted Assets 5,454,500.60

Total Checking/Savings 7,886,383.68

Accounts Receivable 0.00

Other Current Assets

12000 · Water Utility Receivable 87,495.90

12200 · Accrued Revenue 150,000.00

12250 · Accrued Interest Receivable 2,153.92

15000 · Inventory Asset 56,276.61

16000 · Prepaid Expense 32,284.64

Total Other Current Assets 328,211.07

Total Current Assets 8,214,594.75

Fixed Assets

17000 · General Plant Assets 727,153.00

17100 · Water System Facilites 20,759,002.47

17300 · Intangible Assets 373,043.42

17500 · Accum Depreciation & Amort -9,282,773.19

18000 · Construction in Progress 1,313,099.20

18100 · Land 576,673.45

Total Fixed Assets 14,466,198.35

Other Assets

19000 · Deferred Outflows 262,764.00

19900 · Suspense Account 11.86

Total Other Assets 262,775.86

TOTAL ASSETS 22,943,568.96

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

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	42,351.34
Credit Cards	60.00
Other Current Liabilities	579,565.07

Total Current Liabilities	621,976.41
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Long Term Liabilities

23000 · OPEB Liability	211,573.00
23500 · Lease Buy-Back	705,797.27
25000 · Surcharge 1 Loan	4,189,831.90
25050 · Surcharge 2 Loan	3,210,040.16
26000 · Water Rev Refunding	1,952,591.00
27000 · Community Business Bank	294,204.88
29000 · Net Pension Liability	987,630.00
29500 · Deferred Inflows-Pension	5,192.00
29600 · Deferred Inflows-OPEB	26,811.00

Total Long Term Liabilities	11,583,671.21
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Total Liabilities	12,205,647.62
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Equity

31500 · Invested in Capital Assets, Net	7,681,067.46
32000 · Restricted for Debt Service	702,232.24
38000 · Unrestricted Equity	1,674,622.00
Net Income	679,999.64

Total Equity	10,737,921.34
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TOTAL LIABILITIES & EQUITY	22,943,568.96
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Rio Linda Elverta Community Water District
Operating Profit & Loss Budget Performance
 As of April 30, 2020

	<u>Annual Budget</u>	<u>Apr 20</u>	<u>Jul 19-Apr 20</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	2,715,475.00	157,504.11	2,136,953.90	78.70%	578,521.10
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	400.00	17.11	1,914.23	478.56%	-1,514.23
Surcharg Total 41110 · Investment Revenue	400.00	17.11	1,914.23	478.56%	-1,514.23
41120 · Property Tax	81,856.00	0.00	55,178.14	67.41%	26,677.86
Total 41000 · Nonoperating Revenue	82,256.00	17.11	57,092.37	69.41%	25,163.63
Total Income	<u>2,797,731.00</u>	<u>157,521.22</u>	<u>2,194,046.27</u>	<u>78.42%</u>	<u>603,684.73</u>
Gross Income	2,797,731.00	157,521.22	2,194,046.27	78.42%	603,684.73
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	142,212.00	5,480.90	70,244.64	49.39%	71,967.36
60100 · Personnel Services					
60110 · Salaries & Wages	722,042.00	52,883.47	575,071.21	79.65%	146,970.79
60150 · Employee Benefits & Expense	472,661.00	49,362.08	350,409.02	74.14%	122,251.98
Total 60100 · Personnel Services	<u>1,194,703.00</u>	<u>102,245.55</u>	<u>925,480.23</u>	<u>77.47%</u>	<u>269,222.77</u>
60200 · Administration	211,230.00	6,546.37	168,531.48	79.79%	42,698.52
64000 · Conservation	300.00	0.00	0.00	0.00%	300.00
65000 · Field Operations	529,200.00	50,544.61	395,159.76	74.67%	134,040.24
Total 60000 · Operating Expenses	<u>2,077,645.00</u>	<u>164,817.43</u>	<u>1,559,416.11</u>	<u>75.06%</u>	<u>518,228.89</u>
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	139,015.00	0.00	55,015.00	39.58%	84,000.00
69110 · Interest	61,717.00	0.00	31,269.51	50.67%	30,447.49
Total 69100 · Revenue Bond	<u>200,732.00</u>	<u>0.00</u>	<u>86,284.51</u>	<u>42.99%</u>	<u>114,447.49</u>
69125 · AMI Meter Loan					
69130 · Principle	48,281.00	0.00	48,280.64	100.00%	0.36
69135 · Interest	10,233.00	0.00	10,233.28	100.00%	-0.28
Total 69125 · AMI Meter Loan	<u>58,514.00</u>	<u>0.00</u>	<u>58,513.92</u>	<u>100.00%</u>	<u>0.08</u>
Total 69010 · Debt Service	<u>259,246.00</u>	<u>0.00</u>	<u>144,798.43</u>	<u>55.85%</u>	<u>114,447.57</u>
69400 · Other Non-Operating Expense	0.00	0.00	0.00	0.00%	0.00
Total 69000 · Non-Operating Expenses	<u>259,246.00</u>	<u>0.00</u>	<u>144,798.43</u>	<u>55.85%</u>	<u>114,447.57</u>
Total Expense	<u>2,336,891.00</u>	<u>164,817.43</u>	<u>1,704,214.54</u>	<u>72.93%</u>	<u>632,676.46</u>
Net Ordinary Income	<u>460,840.00</u>	<u>-7,296.21</u>	<u>489,831.73</u>		
Net Income	<u>460,840.00</u>	<u>-7,296.21</u>	<u>489,831.73</u>		

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

	GENERAL		CHROMIUM MITIGATION & NEW WELLS		VEHICLE REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
	BEGINNING FUND BALANCE	\$ 1,903,391.00	\$ 1,903,391.00	\$ (29,592.00)	\$ (29,592.00)	\$ 10,000.00
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	409,940.00	340,000.00	-	1,308.20	-	-
CIP Fund Intrafund Transfers	(5,000.00)	(5,000.00)	-	-	5,000.00	5,000.00
Surcharge 2 Surplus Repayment	-	-	110,201.00	-	-	-
Contributed Funding						
Contributed Facilities (Developers)	-	-	-	-	-	-
Grant Revenue	-	-	400,000.00	-	-	-
Loan Proceeds	-	-	450,000.00	81,413.80	-	-
Investment Revenue	4,500.00	4,873.97	-	-	-	-
Sale of Fixed Assets	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE FOR CIP PROJECTS	2,312,831.00	2,243,264.97	930,609.00	53,130.00	15,000.00	15,000.00
PROJECTS						
A · WATER SUPPLY						
A-1 · Well XX - Cr6 Treatment/Design	-	-	50,000.00	-	-	-
A-2 · Well 16	-	-	800,000.00	106,945.76	-	-
A-3 · Miscellaneous Pump Replacements	40,000.00	2,004.72	-	-	-	-
Total A · WATER SUPPLY	40,000.00	2,004.72	850,000.00	106,945.76	-	-
B · WATER DISTRIBUTION						
B-1 · Service Replacements	30,000.00	-	-	-	-	-
B-2 · Large Meter Replacements	5,000.00	-	-	-	-	-
Total B · WATER DISTRIBUTION	35,000.00	-	-	-	-	-
C · CONTINGENCY						
C-1 · Contingency (10% of Est A,B,& M)	7,500.00	-	85,000.00	-	-	-
TOTAL BUDGETED PROJECT EXPENDITURES	82,500.00	2,004.72	935,000.00	106,945.76	-	-
ENDING FUND BALANCE	\$ 2,230,331.00	\$ 2,241,260.25	\$ (4,391.00)	\$ (53,815.76)	\$ 15,000.00	\$ 15,000.00



Executive Committee Agenda Item: 3

Date: June 1, 2020

Subject: FY 2020/2021 Preliminary Budget

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should review the draft preliminary budget for fiscal year 2020/2021, recommend any changes deemed appropriate, then forward the preliminary budget onto the June 15th Board agenda with the Committee's recommendation for Board approval.

Current Background and Justification:

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.

This will be the first budget adoption process where the planned transfer of capital improvements funding will not be an arbitrary number. 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.

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. In the current economic conditions, it is unlikely the stipulated Consumer Price Index will yield the maximum (3%) COLA.

Department Staff Recommendation:

Staff generally agrees with the proposed preliminary budget. Feedback was also received indicating the District invest in some fundamental office improvements to improve the efficiency of the limited space. This item, however, would not entail a large allocation of funding, i.e. it's not necessarily a budget new line item.

Conclusion:

I recommend the Executive Committee forward the FY 2020/2021 Preliminary Budget onto the June 15th Board agenda with the Committee's recommendation for Board adoption. I further recommend the Committee forward an item to allow for Board Consideration of a Public Hearing in August for Final Budget adoption.

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
REVENUE							
	40000 OPERATING REVENUE						
	40100 Water Service Rates						
	40101	Basic Service Charge	1,256,947.00	1,901,272.00	1,901,272.00	0.00	No change until new Water Rate Study Completed
	40102	Usage Charge	585,860.00	656,303.00	656,303.00	0.00	No change until new Water Rate Study Completed
	40105	Backflow Charge	21,960.00	25,000.00	25,000.00	0.00	
	40106	Fire Prevention	10,660.00	13,500.00	13,500.00	0.00	
		Total Water Service Rates	1,875,427.00	2,596,075.00	2,596,075.00	0.00	
	40200 Water Service Fees						
	40201	Application Fees	5,000.00	6,500.00	6,500.00	0.00	
	40202	Delinquency	75,950.00	80,000.00	90,000.00	10,000.00	Increased based on prior year actual
	40209	Misc. Charges	4,736.00	12,000.00	7,000.00	(5,000.00)	Decreased based on prior year actual
		Total Water Services	85,686.00	98,500.00	103,500.00	5,000.00	
	40300 Other Water Service Fees						
	40301	New Construction QC	1,698.00	4,000.00	4,000.00	0.00	
	40302	Service Connection Fees	8,856.00	10,000.00	10,000.00	0.00	
	40304	Other Operating Revenue	6,883.00	6,000.00	6,000.00	0.00	
	40305	Grant Revenue-Operating	900.00	900.00	0.00	(900.00)	Decreased to eliminate RWA grant reimbursements
		Total Other Water Service Fees	18,337.00	20,900.00	20,000.00	(900.00)	
	TOTAL OPERATING REVENUE		1,979,450.00	2,715,475.00	2,719,575.00	4,100.00	
	41000 NON-OPERATING REVENUES						
	41110	Investment Revenue	1,897.00	400.00	400.00	0.00	
	41120	Property Taxes & Assessments	55,178.00	81,856.00	88,500.00	6,644.00	Increased based on prior 3 year average
	TOTAL NON-OPERATING REVENUE		57,075.00	82,256.00	88,900.00	6,644.00	
TOTAL REVENUE			\$2,036,525.00	\$2,797,731.00	\$2,808,475.00	10,744.00	

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
OPERATING EXPENSE							
	60010 PROFESSIONAL FEES						
	60011	General Counsel fees-Legal	\$10,327.00	\$30,000.00	\$15,000.00	(\$15,000.00)	Decreased based on prior year actual
	60012	Auditor Fees	14,212.00	11,212.00	11,500.00	288.00	Increased to adjust for projected increase annual financial audit
	60013	Engineering Services	40,000.00	70,000.00	70,000.00	0.00	
	60015	Other Professional Fees	225.00	31,000.00	34,000.00	3,000.00	Increased for Prop 218 rate study contract. Prior FY budget was not spent and is carried over into the 20-21 FY budget.
	TOTAL PROFESSIONAL FEES		64,764.00	142,212.00	130,500.00	(11,712.00)	
	60100 PERSONNEL SERVICES						
	60110 Salaries & Wages						
	60111	Salary - General Manager	81,959.00	114,113.00	118,087.00	3,974.00	Increased to adjust for projected cost
	60112	Staff Regular Wages	419,050.00	579,479.00	583,330.00	3,851.00	Increased to adjust for projected cost
	60113	Contract Extra Help	0.00	0.00	0.00	0.00	
	60114	Staff Standby Pay	13,100.00	18,250.00	18,250.00	0.00	
	60115	Staff Overtime Pay	8,079.00	10,200.00	10,200.00	0.00	
	Total Salaries & Wages		522,188.00	722,042.00	729,867.00	7,825.00	
	60150 Employee Benefits and Expenses						
	60151	PERS Retirement	92,355.00	124,770.00	132,665.00	7,895.00	Decreased to adjust for projected costs
	60152	Workers Compensation	11,919.00	16,054.00	18,115.00	2,061.00	Actual Annual Contribution Change
	60153	Medical & Benefit Insurance	127,973.00	217,740.00	217,740.00	0.00	Increased using employee allowance and GM per MOU/Contract amounts
	60154	Retirees Insurance	12,513.00	36,763.00	36,200.00	(563.00)	Decreased to adjust for projected costs
	60155	Staff Training	222.00	5,000.00	5,000.00	0.00	
	60157	Uniforms	3,214.00	4,650.00	6,550.00	1,900.00	Increased to adjust for projected costs
	60158	Payroll Taxes	44,566.00	56,916.00	57,825.00	909.00	Increased to adjust for projected costs
	60159	Payroll Services	894.00	1,200.00	1,200.00	0.00	
	60160	457 Employer Contribution	7,391.00	9,568.00	13,850.00	4,282.00	Increased to adjust for projected costs
	Total Employee Benefits and Expenses		301,047.00	472,661.00	489,145.00	16,484.00	
	TOTAL PERSONNEL SERVICES		\$823,235.00	\$1,194,703.00	\$1,219,012.00	\$24,309.00	

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
	60200	ADMINISTRATION					
	60205	Bank and Merchant Fees	\$3,658.00	\$4,500.00	\$4,500.00	\$0.00	
	60207	Board Meeting Expense	9,025.00	10,770.00	11,370.00	600.00	Increased based on prior year actual
	60210	Building Expenses					
	60211	Office Utilities	4,099.00	6,000.00	6,000.00	0.00	
	60212	Janitorial	1,755.00	2,340.00	2,340.00	0.00	
	60213	Maintenance	935.00	5,700.00	4,200.00	(1,500.00)	Reduced based on prior 3 year average
	60214	Security	252.00	400.00	400.00	0.00	
		Total Building Expenses	7,041.00	14,440.00	12,940.00	(1,500.00)	
	60220	Computer & Equipment Maint.					
	60221	Computer Systems	15,160.00	25,000.00	25,000.00	0.00	
	60222	Office Equipment	2,208.00	3,650.00	660.00	(2,990.00)	Reduced to adjust contract printer usage fees (see GL 60250 outsourced billing) and expired Neopost Maintenance Contract
		Total Computer & Equipment Maint.	17,368.00	28,650.00	25,660.00	(2,990.00)	
	60230	Office Expense	2,424.00	6,000.00	6,000.00	0.00	
	60240	Postage and Delivery	12,772.00	20,000.00	20,000.00	0.00	
	60250	Printing	2,773.00	3,400.00	6,000.00	2,600.00	Increased to adjust for outsourced printing costs; refer to GL 60222
	60255	Meetings & Conferences	73.00	4,000.00	3,000.00	(1,000.00)	Reduced based on prior 3 year average
	60260	Publishing	88.00	800.00	200.00	(600.00)	Decreased to adjust for prior year actual
	60270	Telephone & Internet	2,706.00	5,500.00	3,700.00	(1,800.00)	Decreased to adjust for prior year actual
	60430	Insurance					
	60431	General Liability	16,693.00	21,221.00	22,775.00	1,554.00	Increased to adjust for actual
	60432	Property	4,208.00	5,611.00	5,611.00	0.00	
		Total Insurance	20,901.00	26,832.00	28,386.00	1,554.00	
	60500	Water Memberships					
	60501	SAWWA	0.00	110.00	110.00	0.00	
	60502	Regional Water Authority	9,355.00	9,355.00	0.00	(9,355.00)	Decreased to adjust for cancellation in membership
	60503	SGA	24,210.00	24,210.00	26,179.00	1,969.00	Increase includes 8.133% annual increase
	60504	ACWA	9,640.00	9,640.00	10,122.00	482.00	Increase includes 5% annual increase
	60505	CSDA	7,077.00	7,077.00	7,431.00	354.00	Increase includes 5% annual increase
	60507	CRWA	0.00	1,326.00	1,392.00	66.00	Increase includes 5% annual increase
		Total Water Memberships	50,282.00	51,718.00	45,234.00	(6,484.00)	
	60550	Permits & Fees	30,727.00	30,000.00	31,000.00	1,000.00	Increased to adjust for prior year actual
	60555	Subscriptions & Licensing	1,546.00	2,120.00	2,120.00	0.00	
	60560	Elections	0.00	0.00	2,400.00	2,400.00	Increased for Election Year
	60565	Uncollectable Accounts	0.00	2,000.00	2,000.00	0.00	
	60570	Other Operating Expenditures	601.00	500.00	500.00	0.00	
		TOTAL ADMINISTRATION	\$161,985.00	\$211,230.00	\$205,010.00	(\$6,220.00)	

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
	64000 CONSERVATION						
	64001	Community Outreach	0.00	300.00	300.00	0.00	
	64005	Other Conservation Programs	0.00	0.00	0.00	0.00	
	TOTAL CONSERVATION		0.00	300.00	300.00	0.00	
	65000 FIELD OPERATIONS						
	65100 Other Field Operations						
	65110	Backflow Testing	\$1,047.00	\$3,000.00	\$3,000.00	\$0.00	
	65120	Construction Equipment Maintenance	6,704.00	7,500.00	7,500.00	0.00	
	65130	Field Communication	1,817.00	2,600.00	2,600.00	0.00	
	65140	Field IT	10,795.00	17,500.00	19,800.00	2,300.00	Increased for SCADA backup service; AMI Meter Cloud Service
	65150	Laboratory Services	15,107.00	23,500.00	23,500.00	0.00	
	65160	Safety Equipment	3,012.00	5,000.00	5,000.00	0.00	
	65170	Shop Supplies	5,080.00	7,000.00	7,000.00	0.00	
		Total Other Field Operations	43,562.00	66,100.00	68,400.00	2,300.00	
	65200	Treatment	15,831.00	18,000.00	18,000.00	0.00	
	65300 Pumping						
	65310	Maintenance	14,870.00	25,000.00	25,000.00	0.00	
	65320	Electricity and Fuel	131,748.00	180,000.00	180,000.00	0.00	
		Total Pumping	146,618.00	205,000.00	205,000.00	0.00	
	65400 Transmission & Distribution						
	65410	Distribution Supplies	22,488.00	37,000.00	37,000.00	0.00	
	65420	Meter Maintenance	94,078.00	120,100.00	0.00	(120,100.00)	Decreased to move to Capital Budget; removed GL account from Operating Budget
	65430	Tank Maintenance	768.00	3,000.00	3,000.00	0.00	
	65440	Contract Repairs	2,733.00	21,000.00	21,000.00	0.00	
	65450	Valve Replacements	0.00	15,000.00	15,000.00	0.00	
	65460	Paving Repairs	8,500.00	25,000.00	25,000.00	0.00	
		Total Transmission & Distribution	128,567.00	221,100.00	101,000.00	(120,100.00)	
	65500 Transportation						
	65510	Fuel	7,671.00	13,000.00	13,000.00	0.00	
	65520	Maintenance	2,367.00	6,000.00	6,000.00	0.00	
		Total Transportation	10,038.00	19,000.00	19,000.00	0.00	
	TOTAL FIELD OPERATIONS		\$344,616.00	\$529,200.00	\$411,400.00	(\$117,800.00)	

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
TOTAL OPERATING EXPENSES			\$1,394,600.00	\$2,077,645.00	\$1,966,222.00	(\$111,423.00)	
NON OPERATING EXPENSES							
	69010 Debt Service						
	69100	Revenue Bond 2015					
	69105	Revenue Bond 2015-Principle	55,015.00	139,015.00	145,736.00	6,721.00	Per Loan Payment Schedule
	69120	Interest	31,270.00	61,717.00	57,490.00	(4,227.00)	Per Loan Payment Schedule
		Total Revenue Bond 2015	86,285.00	200,732.00	203,226.00	2,494.00	
	69125	AMI Meter Loan					
	69130	Principle	48,281.00	48,281.00	49,789.00	1,508.00	Per Loan Payment Schedule
	69135	Interest	10,233.00	10,233.00	8,725.00	(1,508.00)	Per Loan Payment Schedule
		Total AMI Meter Loan	58,514.00	58,514.00	58,514.00	0.00	
	69400 Other Non Operating Expense		0.00	0.00	2,000.00	2,000.00	Increased to normal annual budget amount
TOTAL NON OPERATING EXPENSES			\$144,799.00	\$259,246.00	\$263,740.00	\$4,494.00	
TOTAL EXPENSE			\$1,539,399.00	\$2,336,891.00	\$2,229,962.00	(\$106,929.00)	

**PRELIMINARY
OPERATING BUDGET
2020-21**

			2019-2020 ACTUAL JULY 19-MAR 20	2019-2020 BUDGET	2020-2021 BUDGET	DIFFERENCE	EXPLANATION
NET INCOME (Income-Expense)			\$497,126.00	\$460,840.00	\$578,513.00	\$117,673.00	
OPERATING FUND BALANCE							
	Operating Account Balance June 30			\$634,536.00	\$634,536.00		
	Net Revenue			\$460,840.00	\$578,513.00		
	Transfer to GL 10010 Operating Reserve			(\$50,000.00)	\$0.00	(50,000.00)	Decreased to adjust for no transfer
	Transfer to Capital Improvement Funds			(410,840.00)	(578,513.00)	167,673.00	Increased to adjust for available funds
	Estimated Operating Fund Balance June 30			\$634,536.00	\$634,536.00		
SURCHARGE 1 FUND BALANCE							
	Surcharge 1 Fund Balance June 30			\$565,413.00	\$636,332.00		
	43010	Surcharge Revenue		523,374.00	523,374.00	0.00	
	41110	Investment Revenue		11,000.00	11,000.00	0.00	
	69155	SRF Principle		(351,403.00)	(360,494.00)	9,091.00	Per Loan Payment Schedule
	69160	SRF Interest		(109,952.00)	(100,860.00)	(9,092.00)	Per Loan Payment Schedule
	69220	SRF Administration		(2,100.00)	(2,100.00)	0.00	
	Estimated Surcharge 1 Fund Balance June 30			\$636,332.00	\$707,252.00		
SURCHARGE 2 FUND BALANCE							
	Surcharge 2 Fund Balance June 30			\$399,687.00	\$400,487.00		
	43050	Surcharge 2 Revenue		439,019.00	439,019.00	0.00	
	41110	Investment Revenue		800.00	800.00	0.00	
		Surcharge 2 Surplus Repayment		(110,201.00)	(107,171.00)	(3,030.00)	Per District Repayment Schedule
	69180	Principle		(210,000.00)	(220,000.00)	10,000.00	Per Loan Payment Schedule
	69185	Interest		(118,818.00)	(96,597.32)	(22,220.68)	Per Loan Payment Schedule
	Estimated Surcharge 2 Fund Balance June 30			\$400,487.00	\$416,537.68		
LAIF FUND (CAPACITY FEES) BALANCE							
	LAIF Fund Balance June 30			\$205,000.00	\$308,500.00		
	44100	Capacity Fee Revenue		100,000.00	60,000.00	(40,000.00)	Decreased for projected revenue
	41110	Investment Revenue		3,500.00	2,000.00	(1,500.00)	Decreased for projected revenue
	Estimated LAIF Fund Balance June 30			\$308,500.00	\$370,500.00		

**PRELIMINARY CAPITAL BUDGET
2020-21**

		GENERAL	FUTURE CAPITAL IMPROVEMENT PROJECTS	VEHICLE & LARGE EQUIPMENT REPLACEMENT	TOTAL
ESTIMATED BEGINNING BALANCE		2,287,796.00	0.00	15,000.00	2,302,796.00
FUNDING SOURCES					
Fund Transfers					
	Operating Fund Transfers In	578,513.00	0.00	0.00	578,513.00
	CIP Fund Intrafund Transfers	(420,592.00)	345,592.00	75,000.00	0.00
	Beginning Balance Redistribution**	(2,211,200.00)	2,211,200.00	0.00	0.00
	Surcharge 2 Surplus Repayment	107,171.00	0.00	0.00	107,171.00
	Investment Revenue	0.00	3,500.00	0.00	3,500.00
TOTAL FUNDS AVAILABLE FOR CIP PROJECTS		341,688.00	2,560,292.00	90,000.00	2,991,980.00
PROJECTS					
A · WATER SUPPLY					
	A-1 · Miscellaneous Pump Replacements	40,000.00	0.00	0.00	40,000.00
Total A · WATER SUPPLY		40,000.00	0.00	0.00	40,000.00
B · WATER DISTRIBUTION					
	B-1 · Service Replacements	30,000.00	0.00	0.00	30,000.00
	B-2 · Small Meter Replacements	120,000.00	0.00	0.00	120,000.00
	B-2 · Large Meter Replacements	5,000.00	0.00	0.00	5,000.00
Total B · WATER DISTRIBUTION		155,000.00	0.00	0.00	155,000.00
TOTAL BUDGETED PROJECT EXPENDITURES		195,000.00	0.00	0.00	195,000.00
ESTIMATED ENDING BALANCE		146,688.00	2,560,292.00	90,000.00	2,796,980.00
<p>**NOTE: The Beginning Balance Redistribution is a one-time reallocation from the General beginning fund balance to Future Capital Improvement Projects.</p>					



Executive Committee Agenda Item: 4

Date: June 1, 2020

Subject: Rate Study Consultant Request for Feedback

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should provide feedback requested by the rate study consultant and/or forward an item onto the June 15th agenda to enable input for all Board Members.

Current Background and Justification:

Staff participated in a kickoff meeting with the rate study consultant. In the kickoff meeting, the consultant requested some general parameters for the study, e.g. the projected start date for the proposed new rate structure. Typically, a new structure is designed and computed for an effective date coinciding with either the start of a fiscal year or the start of a calendar year (July or January).

Other feedback requested by the consultant is staffing needs and timing. Staff advised that licensed water treatment operator personnel would be required when the state re-implements the Hexavalent Chromium Maximum Contaminant Level (MCL). Accordingly, RLECWD may not need licensed treatment operators until 2022. Continuing future staffing, organizational structure changes, the District contracted for a new position description, Administration Manager, in 2018. The change has been parked since 2018 for lack of funding.

Department Staff Recommendation:

Conclusion:

I recommend the Executive Committee provide the requested feedback and/or forward an item onto the June 15th Board agenda to allow for feedback from all Board Members.

RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT

2 0 2 0 BILLING SCHEDULE

January 2020

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2020

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

June 2020

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



SCHEDULED METER READING



SCHEDULED SHUT-OFFS



LATE FEES APPLIED



HOLIDAYS- OFFICE CLOSED



SCHEDULED PRE-SHUT OFF TAGS



STATEMENT DATE

730 L STREET, RIO LINDA, CA 95673 (916) 991-1000

Normal Office hours are Monday through Friday from 7 am - 4 pm, unless otherwise noted.



Executive Committee Agenda Item: 5

Date: June 1, 2020

Subject: Expiration of Governor's Executive Orders

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should review the staff report and provide feedback to staff on executive order expiration and lack thereof.

Current Background and Justification:

Two of the Governor's Executive Orders issued during the COVID-19 declared emergency have direct, substantial impact on RLECWD operations. One of the orders, E-25-20, waives the limits that temporary employees can work as a temporary employee. Without the waiver, CalPERS limits the employment of temps to 1000-hours in a fiscal year. Similarly, the current collective bargaining agreement with Teamsters Local 150 limits temporary employees to 100-days (equivalent to 800-hours). The District currently employs one temporary employee, who has been extremely valuable in the District's success in resolving the meter replacement backlog.

Executive Order N-42-20 precludes termination of service for non-payment. The amount owed is not waived, but the cash flow and ability of the District to continue paying the bills for operating costs can be impacted if the delinquency rate and duration of delinquencies extends.

Staff has reached out to CSDA, and SGA legislative advocacy contacts to request information on any legislative dialog which may lead to plans, dates on revoking and/or modifying these executive orders. CSDA responded essentially that there is nothing being discussed now, but they will keep us posted. We received no response from the SGA legislative advocate.

Department Staff Recommendation:

Conclusion:

I recommend the Executive Committee discuss and provide feedback as deemed appropriate.

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-25-20

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS despite sustained efforts, the virus remains a threat, and further efforts to control the spread of the virus to reduce and minimize the risk of infection are needed; and

WHEREAS state and local public health officials may, as they deem necessary in the interest of public health, issue guidance limiting or recommending limitations upon attendance at public assemblies, conferences, or other mass events, which could cause the cancellation of such gatherings through no fault or responsibility of the parties involved, thereby constituting a force majeure; and

WHEREAS the Department of Public Health is maintaining up-to-date guidance relating to COVID-19, available to the public at <http://cdph.ca.gov/covid19>; and

WHEREAS the State of California and local governments, in collaboration with the Federal government, continue sustained efforts to minimize the spread and mitigate the effects of COVID-19; and

WHEREAS there is a need to secure numerous facilities to accommodate quarantine, isolation, or medical treatment of individuals testing positive for or exposed to COVID-19; and

WHEREAS, many individuals who have developmental disabilities and receive services through regional centers funded by the Department of Developmental Services also have chronic medical conditions that make them more susceptible to serious symptoms of COVID-19, and it is critical that they continue to receive their services while also protecting their own health and the general public health; and

WHEREAS individuals exposed to COVID-19 may be temporarily unable to report to work due to illness caused by COVID-19 or quarantines related to COVID-19 and individuals directly affected by COVID-19 may experience potential loss of income, health care and medical coverage, and ability to pay for housing and basic needs, thereby placing increased demands on already strained regional and local health and safety resources such as shelters and food banks; and

WHEREAS in the interest of public health and safety, it is necessary to exercise my authority under the Emergency Services Act, specifically Government Code section 8572, to ensure adequate facilities exist to address the impacts of COVID-19; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567, 8571 and 8572, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. All residents are to heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19.
2. For the period that began January 24, 2020 through the duration of this emergency, the Employment Development Department shall have the discretion to waive the one-week waiting period in Unemployment Insurance Code section 2627(b)(1) for disability insurance applicants who are unemployed and disabled as a result of the COVID-19, and who are otherwise eligible for disability insurance benefits.
3. For the period that began January 24, 2020 through the duration of this emergency, the Employment Development Department shall have the discretion to waive the one-week waiting period in Unemployment Insurance Code section 1253(d) for unemployment insurance applicants who are unemployed as a result of the COVID-19, and who are otherwise eligible for unemployment insurance benefits.
4. Notwithstanding Health and Safety Code section 1797.172(b), during the course of this emergency, the Director of the Emergency Medical Services Authority shall have the authority to implement additions to local optional scopes of practice without first consulting with a committee of local EMS medical directors named by the EMS Medical Directors Association of California.
5. In order to quickly provide relief from interest and penalties, the provisions of the Revenue and Taxation Code that apply to the taxes and fees administered by the Department of Tax and Fee Administration, requiring the filing of a statement under penalty of perjury setting forth the facts for a claim for relief, are suspended for a period of 60 days after the date of this Order for any individuals or businesses who are unable to file a timely tax return or make a timely payment as a result of complying with a state or local public health official's imposition or recommendation of social distancing measures related to COVID-19.
6. The Franchise Tax Board, the Board of Equalization, the Department of Tax and Fee Administration, and the Office of Tax Appeals shall use their administrative powers where appropriate to provide those individuals and businesses impacted by complying with a state or local public health official's imposition or recommendation of social

distancing measures related to COVID-19 with the extensions for filing, payment, audits, billing, notices, assessments, claims for refund, and relief from subsequent penalties and interest.

7. The Governor's Office of Emergency Services shall ensure adequate state staffing during this emergency. Consistent with applicable federal law, work hour limitations for retired annuitants, permanent and **intermittent personnel**, and state management and senior supervisors, are suspended. Furthermore, reinstatement and work hour limitations in Government Code sections 21220, 21224(a), and 7522.56(b), (d), (f), and (g), and the time limitations in Government Code section 19888.1 and California Code of Regulations, title 2, sections 300-303 are suspended. The Director of the California Department of Human Resources must be notified of any individual employed pursuant to these waivers.
8. The California Health and Human Services Agency and the Office of Emergency Services shall identify, and shall otherwise be prepared to make available—including through the execution of any necessary contracts or other agreements and, if necessary, through the exercise of the State's power to commandeer property – hotels and other places of temporary residence, medical facilities, and other facilities that are suitable for use as places of temporary residence or medical facilities as necessary for quarantining, isolating, or treating individuals who test positive for COVID-19 or who have had a high-risk exposure and are thought to be in the incubation period.
9. The certification and licensure requirements of California Code of Regulations, Title 17, section 1079 and Business and Professions Code section 1206.5 are suspended as to all persons who meet the requirements under the Clinical Laboratory Improvement Amendments of section 353 of the Public Health Service Act for high complexity testing and who are performing analysis of samples to test for SARS-CoV-2, the virus that causes COVID-19, in any certified public health laboratory or licensed clinical laboratory.
10. To ensure that individuals with developmental disabilities continue to receive the services and supports mandated by their individual program plans threatened by disruptions caused by COVID-19, the Director of the Department of Developmental Services may issue directives waiving any provision or requirement of the Lanterman Developmental Disabilities Services Act, the California Early Intervention Services Act, and the accompanying regulations of Title 17, Division 2 of the California Code of Regulations. A directive may delegate to the regional centers any authority granted to the Department by law where the Director believes such delegation is necessary to ensure services to individuals with developmental disabilities. The Director shall describe the need justifying the waiver granted in each directive and articulate how the waiver is necessary to protect the public health or safety from the threat of COVID-19 or necessary to ensure that services to individuals with developmental disabilities are not disrupted. Any waiver granted by a directive shall expire 30 days from the date of its issuance. The Director may grant one or more 30-day extensions if the waiver continues to be necessary

to protect health or safety or to ensure delivery of services. The Director shall rescind a waiver once it is no longer necessary to protect public health or safety or ensure delivery of services. Any waivers and extensions granted pursuant to this paragraph shall be posted on the Department's website.

11. Notwithstanding any other provision of state or local law, including the Bagley-Keene Act or the Brown Act, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body or state body, during the period in which state or local public officials impose or recommend measures to promote social distancing, including but not limited to limitations on public events. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

In particular, any otherwise-applicable requirements that

- (i) state and local bodies notice each teleconference location from which a member will be participating in a public meeting;
- (ii) each teleconference location be accessible to the public;
- (iii) members of the public may address the body at each teleconference conference location;
- (iv) state and local bodies post agendas at all teleconference locations;
- (v) at least one member of the state body be physically present at the location specified in the notice of the meeting; and
- (vi) during teleconference meetings, a least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction

are hereby suspended, on the conditions that:

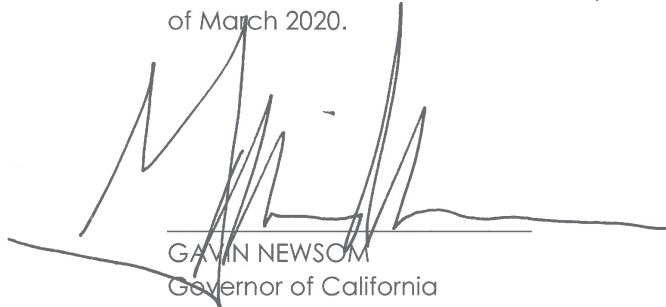
- (i) each state or local body must give advance notice of each public meeting, according to the timeframe otherwise prescribed by the Bagley-Keene Act or the Brown Act, and using the means otherwise prescribed by the Bagley-Keene Act or the Brown Act, as applicable; and
- (ii) consistent with the notice requirement in paragraph (i), each state or local body must notice at least one publicly accessible location from which members of the public shall have the right to observe and offer public comment at the public meeting, consistent with the public's rights of access and public comment otherwise provided for by the Bagley-Keene Act and the Brown Act, as applicable (including, but not limited to, the requirement that such rights of access and public comment be made available in a manner consistent with the Americans with Disabilities Act).

In addition to the mandatory conditions set forth above, all state and local bodies are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Bagley-Keene Act and the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to their meetings.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 12th day of March 2020.



A handwritten signature in black ink, appearing to read 'Gavin Newsom', is written over a horizontal line. The signature is stylized and somewhat messy.

GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-42-20

WHEREAS on March 4, 2020, I proclaimed a state of emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS it is the established policy of the State under Water Code section 106.3 that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes; and

WHEREAS to limit the spread of COVID-19 it is crucial that Californians wash their hands regularly and thoroughly; and

WHEREAS many Californians are experiencing or will experience substantial losses of income as a result of business closures, the loss of work hours or wages, or layoffs related to COVID-19, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS many small businesses that provide services essential to the health and well-being of Californians have experienced substantial reductions in income, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS the California Public Utilities Commission has directed private water utilities under its jurisdiction to implement customer service protections, including a moratorium on service disconnections, during the COVID-19 emergency; and

WHEREAS more than 100 public and private water systems have voluntarily agreed to halt disconnections as well; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with the various statutes and regulations concerning water shutoffs specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and the statutes of the State of California, and in particular, Government Code sections 8567, 8570, 8571, and 8627, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

- 1) The authority of urban and community water systems, as defined in Health and Safety Code section 116902, subdivision (d), to discontinue residential service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment under Health and Safety Code sections 116908 and 116910, is suspended.
- 2) Water systems not subject to the requirements of Health and Safety Code sections 116908 and 116910 shall not discontinue residential

service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment.

- 3) Water systems shall restore any residential service to occupied residences that has been discontinued for nonpayment since March 4, 2020.
- 4) Water systems shall not discontinue service to any business in the critical infrastructure sectors designated by the State Public Health Officer as critical to protect the health and well-being of all Californians that qualifies as a small business under 13 C.F.R. § 121.201 of the Small Business Administration's regulations.
- 5) The State Water Resources Control Board shall identify best practices, guidelines, or both to be implemented during the COVID-19 emergency (i) to address non-payment or reduced payments, (ii) to promote and to ensure continuity of service by water systems and wastewater systems, and (iii) to provide measures such as the sharing of supplies, equipment and staffing to relieve water systems under financial distress.

Nothing in this Order eliminates the obligation of water customers to pay for water service, prevents a water system from charging a customer for such service, or reduces the amount a customer already may owe to a water system.

Nothing in this Order modifies the obligations of urban and community waters systems to comply with provisions of the Water Shutoff Protection Act not specifically addressed by this Order or other applicable laws, regulations, and guidelines.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 2nd day of April 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State



Executive Committee

Agenda Item: 6

Date: June 1, 2020

Subject: Discuss Requests Received from SMUD Regarding Well 16 Project

Contact: Mike Vasquez, PE, PLS, Contract District Engineer

Recommended Committee Action:

Receive a report from the District Engineer on two requests received from the Sacramento Municipal Utility District (SMUD) regarding the Well 16 Pump Station Project, discuss the requests, and provide feedback to staff.

Current Background and Justification:

As part of the Well 16 Pump Station Project, SMUD has made the following two requests that impact project budget, schedule, and the physical project site.

1. Request for additional vaults at the project site within Sacramento County Right-of-Way: SMUD has requested that the District install primary and secondary vaults fronting the project site on U Street to facilitate connection from future developments. SMUD expects these vaults to be installed at the expense of the District as part of the electrical improvements at the site, but are not necessary to power Well 16. From previous experience, it was anticipated that SMUD might make this type of request after construction bids were received. The bids allowed up to \$5,000 of budget for additional SMUD requests. The total cost to purchase and install the additional vaults is \$15,000, of which \$10,000 would be a contract change order to the contractor.
2. Request for an easement on the Well 16 site: SMUD has requested a 5-foot wide by approximately 40-foot long easement from the new power pole located at the site's property line fronting U Street to the new electrical transformer which will be located on the District's Well 16 property. This is a typical request from SMUD, but needs to be discussed by the Executive Committee and approved by the Board of Directors. Easement preparation and recordation fees will be SMUD's responsibility.

Conclusion:

I recommend the Executive Committee discuss the items presented by the District Engineer and provide feedback to staff. Then, if necessary and appropriate, forward an item(s) onto the June 15, 2020 Board of Directors Meeting agenda with recommendations as necessary.



Executive Committee Agenda Item: 7

Date: June 1, 2020

Subject: General Status Update from the District Engineer

Contact: Mike Vasquez, PE, PLS, Contract District Engineer

Recommended Committee Action:

Receive a status report on specific focus items currently being addressed by the District Engineer.

Current Background and Justification:

Subjects anticipated for discussion include:

- Well 16 Pump Station Construction
- Electric Avenue Residential Development
- Fox Hollow Residential Development

Conclusion:

I recommend the Executive Committee receive the status report from the District Engineer. Then, if necessary and appropriate, forward an item(s) onto the June 15, 2020 Board of Directors Meeting agenda with recommendations as necessary.