

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

July 24, 2023 (6:30 p.m.)

Visitor's / Depot Center
6730 Front Street
Rio Linda, CA 95673
www.rlecwd.com

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

3.1. Minutes

June 26, 2023

The Board is being asked to approve the Minutes from the June 26, 2023 Regular Board Meetings.

3.2. Expenditures

The Executive Committee recommends the Board approve the May 2023 Expenditures.

3.3. Financial Reports

The Executive Committee recommends the Board approve the May 2023 Financial Report.

4. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

4.1. GM Report.

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

4.2. District Engineer's Report.

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

4.3. Consider Adopting Resolution 2023-06, Authorizing a Direct Levy to Collect Specified Debt.

4.4. Continue Consideration for Authorizing Revisions to District Policy 2.01.150.

4.5. Review the Capital Improvement Projects List Adopted by the Board in April 2020, Consider Proposed Updates to the Same.

4.6. Consider Authorizing Means to Increase Distribution of a Newsletter.

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

5. INFORMATION ITEMS

5.1. District Activities Reports

5.1.1. Water Operations Report

5.1.2. Completed and Pending Items Report

5.1.3. Conservation Report

5.1.4. Leak Repair Report

5.2. Board Member Reports

5.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065

5.2.2. Sacramento Groundwater Authority – Harris (primary)

5.2.3. Executive Committee – Gifford, Cline

5.2.4. ACWA/JPIA – Cline

5.2.5. Pressing Matters Advisory Ad Hoc- Harris, Young

6. DIRECTORS' AND GENERAL MANAGER COMMENTS

7. ADJOURNMENT –

Upcoming meetings:

Executive Committee

August 9, 2023, Wednesday, 6:00 pm. Visitors Depot 6730 Front St. Rio Linda, CA

Board Meeting

August 28, 2023, Monday, 6:30 pm. Visitors Depot 6730 Front St. Rio Linda, CA



**Consent Calendar
Agenda Item: 3.1**

Date: July 24 2023

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 _____ Harris _____ Young _____

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

**MINUTES OF THE JUNE 26, 2023
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/840159964>

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 June 26, 2023 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitor Depot Center 6730 Front St., 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 Mary Harris, Director Anthony Cline, Director Vicky Young, and General Manager Tim Shaw, District Engineer Mike Vasquez, and Legal Counsel were present. GM Shaw led the pledge of allegiance.

2. PUBLIC COMMENT— A member of the public asked for the District to find a way to have the Waterways Newsletter and Presidents corner more accessible than just on the website.

Another member of public inquired when the late fee changed from \$5.00 to \$6.00. She further recommended the District should move on from past issues of the District.

3. CONSENT CALENDAR (7:58)

3.1. March 27, 2023 and May 22, 2023 Minutes

3.2 April Expenditures

3.3 April Financials

Comments/Questions –No Discussion.

(8:05) It was moved by Director Gifford and seconded by Director Green to approve the consent calendar. Directors Green, Gifford, Harris, and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

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

4.1 GM Report (8:40)

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

Public member stated the GM report states no public comment from last meeting, but based on minutes from last meeting that may be incorrect.

The Board took no action on this item.

4.2 District Engineer's Report (10:10)

The Contract District Engineer report provided a General District Engineering, Active Development Reviews (only projects with updates from the last Board Meeting), CIP Dry Creek Road Pipe Replacement Project.

Comments/Questions – General discussion from the Board about new pipe project. The public appreciated the pictures.

The Board took no action on this item.

4.3 Consider Authorizing an Extension of the Professional Services Agreement for Continuing Pipe Replacement Projects (13:38)

Comments/Questions – General discussion from the Board about the project, including current costs, if overbudget that could affect other projects, and materials used. Board President questioned General Counsel about the President of the Board signing all District contracts.

(25:06) It was moved by Director Cline and seconded by Director Green to authorize an extension of the Professional Services Agreement for Continuing Pipe Replacement Projects. Directors Green, Harris, Gifford, Young, and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.4 Consider Change Order to Existing Professional Services Agreement for Current Pipe Replacement Project on Dry Creek Rd. (25:25)

Comments/Questions – General discussion from Board on this project. President Harris asked for a copy of future projects.

(30:42) It was moved by Director Gifford and seconded by Director Cline approve change order to existing Professional Services Agreement for Current Pipe Replacement Project on Dry Creek Rd. Directors Green, Gifford, Young, Harris, and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.5 Consider Authorizing the July 1, 2023 Water Rates Pursuant to Resolution 2021-03. (31:31)

Comments/Questions – The Board discussed the increase in rates equal to about 3%.

Public members commented that they were opposed to another increase. There were further questions if the District still offers payment arrangements for customers in financial hardship.

(47:12) It was moved by Director Gifford and seconded by Director Green to authorize the July 1, 2023 Water Rates Pursuant to Resolution 2021-03. Directors Green, Young, Gifford, Harris and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.6 Consider Approving the Fiscal Year 2023/2024 Preliminary Budget. (48:18)

Comments/Questions- General questions from the Board included on the professional fees, engineer costs and increase in revenue of about 3%.

Public member inquired about outdoor water usage and the water efficiency requirement. Added an additional comment that it was nice to see money put in the budget for Conservation.

(1:03:00) It was moved by Director Young seconded by Director Cline to approve the FY 2023/2024 Preliminary Budget. Directors Green, Harris, Gifford, Young, and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.6.1 Scheduling of Public Hearing for Consideration of Fiscal Year 2023/2024 Final Budget

(1:03:47) It was moved by Director Young seconded by Director Cline to schedule the Public Hearing for consideration of the FY 2023/2024 Final Budget for August 28, 2023. Directors Green, Harris, Gifford, Young, and Cline voted yes. The motion carried with a roll call vote of 5-0-0.

4.7 Consider Approving Revisions to District Policies 2.01.150 and 2.05.200. (1:04:30)

Comments/Questions – The Board President asked for clarification on the reason for the policy change and that Board member should have the ability to add items onto the agenda. Discussion around the policy change included changing only part of the policy, and costs incurred for the attorney to be present for individual Board members items added to the agenda.

Public inquired on the request of providing legal counsel's invoices and that the Board should have the ability to add items to the agenda.

(1:36:07) It was moved by Director Cline and seconded by Director Green to table the Policy Revision 2.01.150 until further clarification with the committee. Directors Green, Gifford, Cline, Young and Harris voted yes. The motion carried with a roll call vote of 5-0-0.

Public discussion on the *Ca Gov. Code §53060* included in the policy revision.

(1:41:44) It was moved by Director Young and seconded by Director Cline to approve the Policy Revision 2.05.200 as written but redacting “and may not be directed to other attorneys at the law firm”. Directors Green, Gifford, Cline, Young and Harris voted yes. The motion carried with a roll call vote of 5-0-0.

4.7.1 Consider Authorizing Letter to Legal Counsel to Clarify Expectations on Responses to Individual Board Member Outreach

Comments/Questions –No Comments

4.8 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065 (1.46.52)

The Board took no action on this item.

5. INFORMATION ITEMS

5.1 District Activities Reports

- 5.1.1 Water Operations Report – Written report provided.
- 5.1.2 Completed and Pending Items Report – Written report provided.
- 5.1.3 Conservation Report – Written report provided.
- 5.1.4 Leak Repair Report
- 5.1.5 Teamsters Local 150 Public Records Act Request and District Responses
- 5.1.6 Notice of Rulemaking for Hexavalent Chromium MCL
- 5.1.7 Minor Budget Revision #4

Comments/Questions – General discussion on the reports provided under District Activities.

5.2 Board Member Report

- 5.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – No action taken.
- 5.2.2 Sacramento Groundwater Authority – Harris (primary) – Canceled.
- 5.2.3 Executive Committee – Gifford, Cline – Minutes provided.
- 5.2.4 ACWA/JPIA – Cline – Nothing to report.
- 5.2.5 Pressing Matters Advisory Ad Hoc- Harris, Young – No report.

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

7. ADJOURNMENT - The meeting was adjourned at 8:38pm.

Respectfully submitted,

Timothy R. Shaw, Secretary

Mary Harris, President of the Board



**Consent Calendar
Agenda Item: 3.2**

Date: July 24, 2023

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Expenditures report to the July 24th Board agenda.

Current Background and Justification:

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

Conclusion:

I recommend the Board approve the Expenditures for May 2023.

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
May 2023**

Type	Date	Num	Name	Memo	Amount
Liability Check	05/03/2023	EFT	QuickBooks Payroll Service	For PP Ending 04/29/23 Pay date 05/04/23	19,587.30
Liability Check	05/04/2023	EFT	CalPERS	For PP Ending 04/29/23 Pay date 05/04/23	3,130.27
Liability Check	05/04/2023	EFT	CalPERS	For PP Ending 04/29/23 Pay date 05/04/23	1,182.24
Liability Check	05/04/2023	EFT	Internal Revenue Service	Employment Taxes	7,406.20
Liability Check	05/04/2023	EFT	Employment Development	Employment Taxes	1,398.26
Liability Check	05/04/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,154.19
Bill Pmt -Check	05/04/2023	EFT	Adept Solutions	Computer Maintenance	1,333.00
Bill Pmt -Check	05/04/2023	EFT	Comcast	Phone	103.82
Bill Pmt -Check	05/04/2023	EFT	Republic Services	Utilities	128.15
Check	05/04/2023	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	17,000.00
Transfer	05/04/2023	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	49,500.00
Check	05/04/2023	2543	Customer	Final Bill Refund	67.09
Check	05/04/2023	2544	Customer	Final Bill Refund	81.08
Check	05/04/2023	2545	Sacramento County Clerk/Recorder	Liens	120.00
Bill Pmt -Check	05/04/2023	2546	ABS Direct	Printing, Postage	266.30
Bill Pmt -Check	05/04/2023	2547	ACWA/JPIA Powers Insurance Authority	EAP	23.80
Bill Pmt -Check	05/04/2023	2548	Buckmaster Office Solutions	Office Equipment	70.47
Bill Pmt -Check	05/04/2023	2549	Chacon, Socorro	Notary-Liens	160.00
Bill Pmt -Check	05/04/2023	2550	Corelogic Solutions	Subscription	100.00
Bill Pmt -Check	05/04/2023	2551	County of Sacramento	Permits	175.50
Bill Pmt -Check	05/04/2023	2552	EKI Environment & Water	Engineering	5,000.00
Bill Pmt -Check	05/04/2023	2553	Henrici, Mary	Retiree Insurance	494.70
Bill Pmt -Check	05/04/2023	2554	ICONIX Waterworks	Distribution Supplies	9,006.40
Bill Pmt -Check	05/04/2023	2555	Intermedia.net	Telephone	77.45
Bill Pmt -Check	05/04/2023	2556	Johnson Controls Fire Protection	Safety	285.41
Bill Pmt -Check	05/04/2023	2557	Ramos Oil	Transportation Fuel	789.07
Bill Pmt -Check	05/04/2023	2558	Rio Linda Hardware & Building Supply	Shop Supplies	223.77
Bill Pmt -Check	05/04/2023	2559	RW Trucking	Distribution Supplies	717.65
Bill Pmt -Check	05/04/2023	2560	Sierra Chemical Company	Treatment	1,732.50
Bill Pmt -Check	05/04/2023	2561	SMUD	Utilities	13,661.37
Bill Pmt -Check	05/04/2023	2562	Vanguard Cleaning Systems	Janitorial	195.00
Bill Pmt -Check	05/04/2023	2563	Verizon Wireless	Internet	45.06
Check	05/25/2023	EFT	Wageworks	FSA Administration Fee	76.25
Liability Check	05/17/2023	EFT	QuickBooks Payroll Service	For PP Ending 05/13/23 Pay date 05/18/23	18,871.55
Liability Check	05/18/2023	EFT	CalPERS	For PP Ending 05/13/23 Pay date 05/18/23	3,130.27
Liability Check	05/18/2023	EFT	CalPERS	For PP Ending 05/13/23 Pay date 05/18/23	1,182.24
Liability Check	05/18/2023	EFT	Internal Revenue Service	Employment Taxes	7,111.66
Liability Check	05/18/2023	EFT	Employment Development	Employment Taxes	1,332.92
Liability Check	05/18/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,075.06
Liability Check	05/18/2023	EFT	Kaiser Permanente	Health Insurance	2,186.97
Bill Pmt -Check	05/18/2023	EFT	PGE	Utilities	67.66
Liability Check	05/18/2023	EFT	Principal	Dental & Vision Insurance	1,670.37

**Rio Linda Elverta Community Water District
Expenditure Report
May 2023**

Type	Date	Num	Name	Memo	Amount
Liability Check	05/18/2023	EFT	Western Health Advantage	Health Insurance	11,715.43
Bill Pmt -Check	05/18/2023	EFT	Umpqua Bank Credit Card	Computer, Office, Postage, Pump Maint	726.66
Bill Pmt -Check	05/18/2023	EFT	Verizon	Field Communication, Field IT	599.53
Check	05/18/2023	2565	Customer	Final Bill Refund	29.48
Bill Pmt -Check	05/18/2023	2566	BSK Associates	Lab Fees	224.00
Bill Pmt -Check	05/18/2023	2567	County of Sacramento	Contract Repairs & Permits	16,003.00
Bill Pmt -Check	05/18/2023	2568	ICONIX Waterworks	Distribution Supplies	887.86
Bill Pmt -Check	05/18/2023	2569	Ramos Oil Inc.	Transportation Fuel	307.07
Bill Pmt -Check	05/18/2023	2570	Rio Linda Online	Computer Maintenance	200.00
Bill Pmt -Check	05/18/2023	2571	Sierra Chemical Company	Treatment	1,478.70
Bill Pmt -Check	05/18/2023	2572	Spok, Inc.	Field Communication	15.48
Bill Pmt -Check	05/18/2023	2573	Unifirst Corporation	Uniforms	342.44
Bill Pmt -Check	05/18/2023	2574	Ferguson Enterprises	Capital Improvement: Small Meter Replacements	29,273.52
Liability Check	05/31/2023	EFT	QuickBooks Payroll Service	For PP Ending 05/27/23 Pay date 06/01/23	19,267.91
Total 10020 - Operating Account Budgeted Expenditures					<u>254,992.08</u>
Liability Check	05/04/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
Liability Check	05/15/2023	EFT	AFLAC	Employee Funded Premiums	745.84
Check	05/18/2023	2564	Teamsters	Union Dues	713.50
Liability Check	05/18/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
EFT	04/30/2023	EFT	WageWorks	FSA Expenditures - Employee Funded	653.35
Total 10020 - Operating Account Non-Budgeted Expenditures: Employee Paid Pass-throughs					<u>2,567.75</u>

Rio Linda Elverta Community Water District
Expenditure Report
April 2023

Type	Date	Num	Payee	Memo	Amount
Transfer	05/18/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2574	29,273.52
10475 - Capital Improvement-Umpqua Bank					<u>29,273.52</u>



Consent Calendar Agenda Item: 3.3

Date: July 24, 2023

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Financial Report onto the July 24th Board agenda.

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:

I recommend the Board approve the Financial Reports for May 2023.

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

Balance Sheet

As of May 31, 2023

ASSETS

Current Assets

100 · Cash & Cash Equivalents	
10000 · Operating Account	
10020 · Operating Fund-Umpqua	1,408,837.08
Total 10000 · Operating Account	<u>1,408,837.08</u>
10475 · Capital Improvement	
10480 · General	660,691.51
10485 · Vehicle Replacement Reserve	17,948.49
Total 10450 · Capital Improvement	<u>678,640.00</u>
Total 100 · Non-Restricted Cash & Cash Equivalents	2,087,477.08

102 · Restricted Assets	
102.2 · Restricted for Debt Service	
10700 · ZIONS Inv/Surcharge 1 Reserve	504,094.10
10300 · Surcharge 1 Account	1,005,193.72
10350 · Umpqua Bank - Revenue Bond	20,413.32
10380 · Surcharge 2 Account	336,407.01
Total 102.2 · Restricted for Debt Service	<u>1,866,108.15</u>
102.4 · Restricted Other Purposes	
10385 · Available Funding Cr6 Projects #1	557,902.86
10481 · Available Funding Cr6 Projects #2	454,500.00
10490 · Future Capital Imp Projects	1,630,869.89
10600 · LAIF Account - Capacity Fees	813,182.04
10650 · Operating Reserve Fund	337,453.80
Total 102.4 · Restricted Other Purposes	<u>3,793,908.59</u>
Total 102 · Restricted Assets	<u>5,660,016.74</u>

Accounts Receivable	218,500.00
Other Current Assets	
12000 · Water Utility Receivable	523,269.21
12200 · Accrued Revenue	0.00
12250 · Accrued Interest Receivable	1,614.60
15000 · Inventory Asset	52,310.62
16000 · Prepaid Expense	28,307.01
Total Other Current Assets	<u>605,501.44</u>
Total Current Assets	<u>8,571,495.26</u>

Fixed Assets	
17000 · General Plant Assets	685,384.68
17100 · Water System Facilites	25,039,859.58
17300 · Intangible Assets	373,043.42
17500 · Accum Depreciation & Amort	-11,137,668.41
18000 · Construction in Progress	424,288.05
18100 · Land	576,672.45
Total Fixed Assets	<u>15,961,579.77</u>

Other Assets	
18500 · ADP CalPERS Receivable	470,000.00
19000 · Deferred Outflows	478,923.00
19900 · Suspense Account	-56.34
Total Other Assets	<u>948,866.66</u>

TOTAL ASSETS	<u>25,481,941.69</u>
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Rio Linda Elverta Community Water District

Balance Sheet

As of May 31, 2023

LIABILITIES & NET POSTION

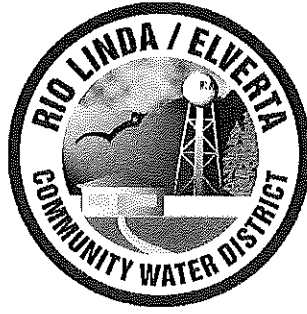
Liabilities	
Current Liabilities	
Accounts Payable	58,180.58
Credit Cards	66.00
Other Current Liabilities	908,989.76
Total Current Liabilities	<u>967,236.34</u>
Long Term Liabilities	
23000 · OPEB Liability	66,836.00
23500 · Lease Buy-Back	558,032.27
25000 · Surcharge 1 Loan	3,094,197.71
25050 · Surcharge 2 Loan	2,325,040.16
26000 · Water Rev Refunding	1,506,424.00
26500 · ADP CalPERS Loan	440,000.00
27000 · AMI Meter Loan	140,123.22
29000 · Net Pension Liability	4,903.00
29500 · Deferred Inflows-Pension	4,280.00
29600 · Deferred Inflows-OPEB	56,611.00
Total Long Term Liabilities	<u>8,196,447.36</u>
Total Liabilities	9,163,683.70
Net Position	
31500 · Invested in Capital Assets, Net	8,829,942.46
32000 · Restricted for Debt Service	705,225.24
38000 · Unrestricted Equity	5,588,376.42
Net Income	1,194,713.87
Total Net Position	<u>16,318,257.99</u>
TOTAL LIABILITIES & NET POSTION	<u><u>25,481,941.69</u></u>

**Rio Linda Elverta Community Water District
Operating Profit & Loss Budget Performance
As of May 31, 2023**

	<u>Annual Budget</u>	<u>May 23</u>	<u>Jul 22-May 23</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	3,040,800.00	246,383.12	2,568,356.04	84.46%	472,443.96
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	35.00	3.03	36.43	104.09%	-1.43
Surcharg Total 41110 · Investment Revenue	35.00	3.03	36.43	104.09%	-1.43
41120 · Property Tax	109,100.00	57,264.42	138,262.58	126.73%	-29,162.58
Total 41000 · Nonoperating Revenue	109,135.00	57,267.45	138,299.01	126.72%	-29,164.01
Total Income	<u>3,149,935.00</u>	<u>303,650.57</u>	<u>2,706,655.05</u>	<u>85.93%</u>	<u>443,279.95</u>
Gross Income	3,149,935.00	303,650.57	2,706,655.05	85.93%	443,279.95
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	118,500.00	6,024.40	93,775.07	79.14%	24,724.93
60100 · Personnel Services					
60110 · Salaries & Wages	810,243.00	59,592.41	664,152.12	81.97%	146,090.88
60150 · Employee Benefits & Expense	491,140.00	24,920.48	368,350.98	75.00%	122,789.02
Total 60100 · Personnel Services	<u>1,301,383.00</u>	<u>84,512.89</u>	<u>1,032,503.10</u>	<u>79.34%</u>	<u>268,879.90</u>
60200 · Administration	251,695.00	15,669.72	229,658.03	91.25%	22,036.97
64000 · Conservation	300.00	0.00	0.00	0.00%	300.00
65000 · Field Operations	603,630.00	66,299.82	419,453.17	69.49%	184,176.83
Total 60000 · Operating Expenses	<u>2,275,508.00</u>	<u>172,506.83</u>	<u>1,775,389.37</u>	<u>78.02%</u>	<u>500,118.63</u>
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	152,273.00	89,000.00	152,273.00	100.00%	0.00
69110 · Interest	48,650.00	23,851.59	48,649.11	100.00%	0.89
Total 69100 · Revenue Bond	<u>200,923.00</u>	<u>112,851.59</u>	<u>200,922.11</u>	<u>100.00%</u>	<u>0.89</u>
69125 · AMI Meter Loan					
69130 · Principle	52,948.00	0.00	53,307.14	100.68%	-359.14
69135 · Interest	5,566.00	0.00	5,206.78	93.55%	359.22
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>
69200 · PERS ADP Loan					
69205 · Principle	30,000.00	0.00	0.00	0.00%	30,000.00
69210 · Interest	1,739.00	0.00	0.00	0.00%	1,739.00
Total 69100 · PERS ADP Loan	<u>31,739.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>31,739.00</u>
Total 69010 · Debt Service	<u>291,176.00</u>	<u>112,851.59</u>	<u>259,436.03</u>	<u>89.10%</u>	<u>31,739.97</u>
69400 · Other Non-Operating Expense	3,000.00	0.00	0.00	0.00%	3,000.00
Total 69000 · Non-Operating Expenses	<u>294,176.00</u>	<u>112,851.59</u>	<u>259,436.03</u>	<u>88.19%</u>	<u>34,739.97</u>
Total Expense	<u>2,569,684.00</u>	<u>285,358.42</u>	<u>2,034,825.40</u>	<u>79.19%</u>	<u>534,858.60</u>
Net Ordinary Income	<u>580,251.00</u>	<u>18,292.15</u>	<u>671,829.65</u>		
Net Income	<u>580,251.00</u>	<u>18,292.15</u>	<u>671,829.65</u>		

Rio Linda Elverta Community Water District
CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2022-23
 As of May 31, 2023

	GENERAL		FUTURE CAPITAL IMPROVEMENT PROJECTS		VEHICLE & LARGE EQUIPMENT REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	594,000.00	544,500.00	-	-	-	-
Operating Fund Transfers Out	(59,000.00)	(59,000.00)				
CIP Fund Intrafund Transfers	(312,737.00)	-	302,737.00	-	10,000.00	-
PERS ADP Loan Payment						
Principle			30,000.00	-		
Interest			1,739.00	-		
Investment Revenue	85.00	89.26	110.00	150.52	-	-
PROJECTS						
A · WATER SUPPLY	-					
A-1 · Miscellaneous Pump Replacements	40,000.00	6,642.78				
Total A · WATER SUPPLY	40,000.00	6,642.78	-	-	-	-
B · WATER DISTRIBUTION						
B-1 · Service Replacements	30,000.00	-	-	-	-	-
B-2 · Small Meter Replacements	120,000.00	75,427.11	-	-	-	-
B-3 · Large Meter Replacements	5,000.00	-	-	-	-	-
B-4 · Pipeline Replacement	-	-	478,844.00	79,650.00	-	-
B-5 · Valve Vault Cover Replacement	18,100.00	6,900.00	-	-	-	-
Total B · WATER DISTRIBUTION	173,100.00	82,327.11	478,844.00	79,650.00	-	-
M · GENERAL PLANT ASSETS						
M-1 · Urban Water Management Plan	50,000.00	50,000.00	-	-	-	-
Total M · GENERAL PLANT ASSETS	50,000.00	50,000.00	-	-	-	-
TOTAL BUDGETED PROJECT EXPENDITURES	263,100.00	138,969.89	478,844.00	79,650.00	-	-



**Items for Discussion and Action
Agenda Item: 4.1**

Date: July 24, 2023
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 _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



Date: July 24, 2023

Subject: General Manager Report

Staff Contact: Timothy R. Shaw, General Manager

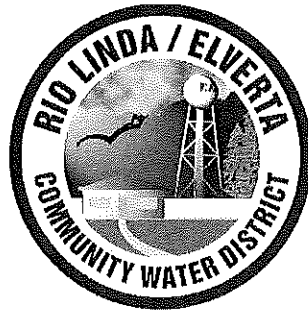
For the given month, I participated in the following reoccurring meetings and special events: Demands for resources associated with public records act requests and Board Member reviews of Legal Counsel invoices influenced this reporting period.

1. On June 27th, I participated in a webinar with Neptune meters regarding the rollout of their customer portal application. The portal provides customers with access to granular water consumption data similar to the data now provided through Innov8 and WaterScope.
2. On June 29th, staff participated in a California Water System Alliance webinar on treatment techniques for Hexavalent Chromium in drinking water.
3. On June 30th (morning), I participated in a Water Forum meeting. This meeting included representatives from all the stakeholder groups (water caucus, environmental caucus, business caucus, and government caucus).
4. On June 30th (afternoon), I met with Adept Solutions to discuss options for replacing the District's server, which has now exceeded its warranty.
5. On July 6th, I participated in the Sacramento Regional Water Bank meeting.
6. On July 18th, I participated in the ACWA Groundwater Quality Subcommittee meeting.

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

- Review of District Responses to United States discovery requested documents.
- Compliance with newly mandated reporting requirements, e.g., water use efficiency reporting.
- Preparation and notices for Board consideration of the fiscal year 2023/2024 budget.

The District continues to be impacted by supply chain delays. Inflation has cooled, and now is equal to the assumed 3% annual amount.



Items for Discussion and Action Agenda Item: 4.2

Date: July 24, 2023
Subject: Contract District Engineer's Report
Staff Contact: Mike Vasquez, Contract District Engineer

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

The Contract District Engineer 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 _____ Harris _____ Young _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

19 July 2023

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District

From: Mike Vasquez, PE, PLS, Principal Engineer (EKI), Contract District Engineer (RL/ECWD)

Subject: **District Engineer's Report for the 24 July 2023 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 22 June 2023 to 19 July 2023:

1. General District Engineering:

- a. Low Cost Water System Capacity Hydraulic Modeling Exploration: As discussed in previous Board Meetings, there may be an opportunity for Santa Clara University students to perform low cost engineering services for the District. The District's proposed Water System Capacity Hydraulic Modeling Exploration Project remains under consideration by the students. The District will be notified if the project is selected by September 30, 2023.
- b. Capital Improvement Program (CIP) Projects List Update: Reviewed and revised the current CIP Projects List. This will be presented to the Board under a separate agenda item at the 7/24/2023 Board Meeting.
- c. Cathodic Protection at the Elevated Tank: Assisted the General Manager with correspondence with Diamond Communications regarding repairs to the elevated tank's cathodic protection system. This item is in negotiations.

2. Active Development Reviews (only projects with updates from the last Board Meeting):

- a. Fox Hollow Residential Development (28 lots, 6th Street between Q Street and S Street): Sixteen lots have been previously connected to the District's water system. According to the developer, the remaining 12 lots are anticipated to be connected with the next year.

3. CIP Dry Creek Road Pipe Replacement Project Phase 1 & 2:

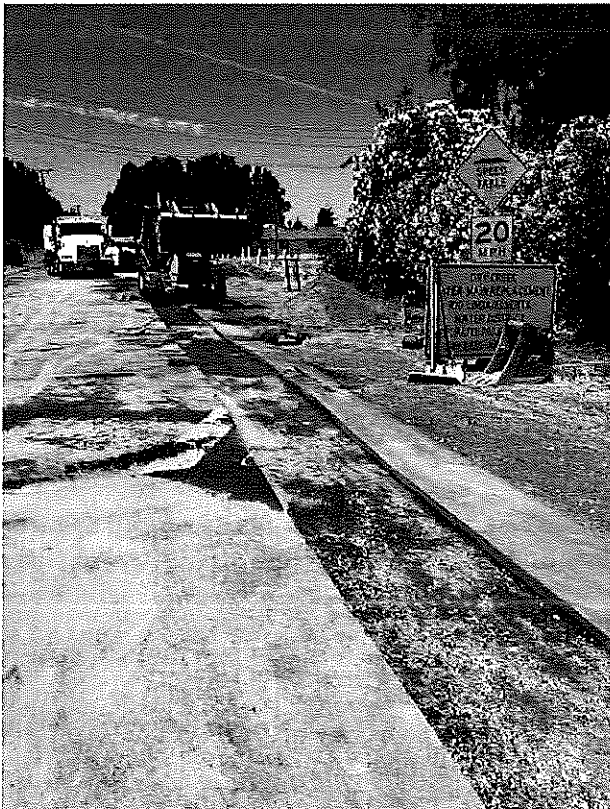
- a. Construction contractor Rawles Engineering, Inc. has installed Phase 1 of the pipeline project which includes 1,475 linear feet of 8" diameter ductile iron water main. The new pipeline was disinfected, water services were connected, and the pipeline is now live. Speed bump restoration and asphalt slurry seal of the eastern one half of Dry Creek Road remain the final items to be installed.
- b. Staff received and processed the construction contractor's third progress payment request on 6/30/2023.
- c. Staff executed Contract Change Order No. 2 with Rawles Engineering, which included additions of 2 valves, 10 water services, and a speed bump pavement restoration. This change order was authorized by the Board at the 6/26/2023 Board Meeting.

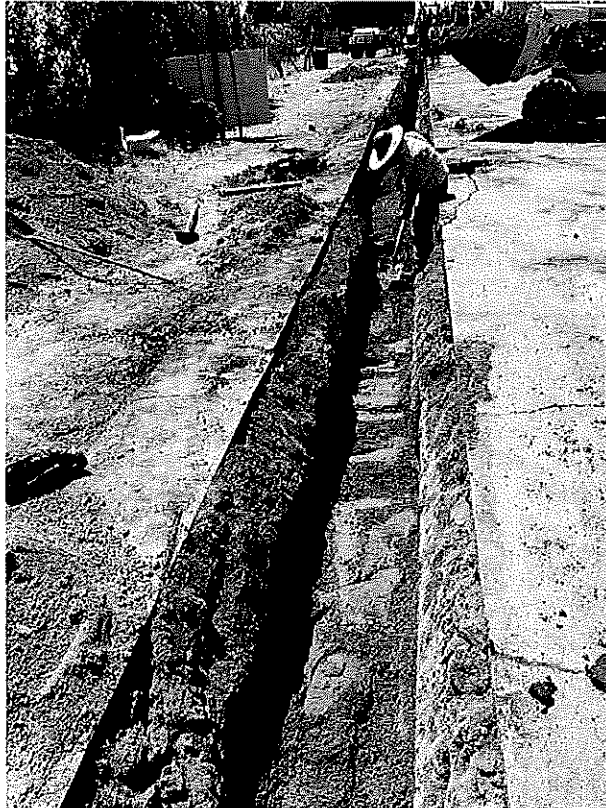
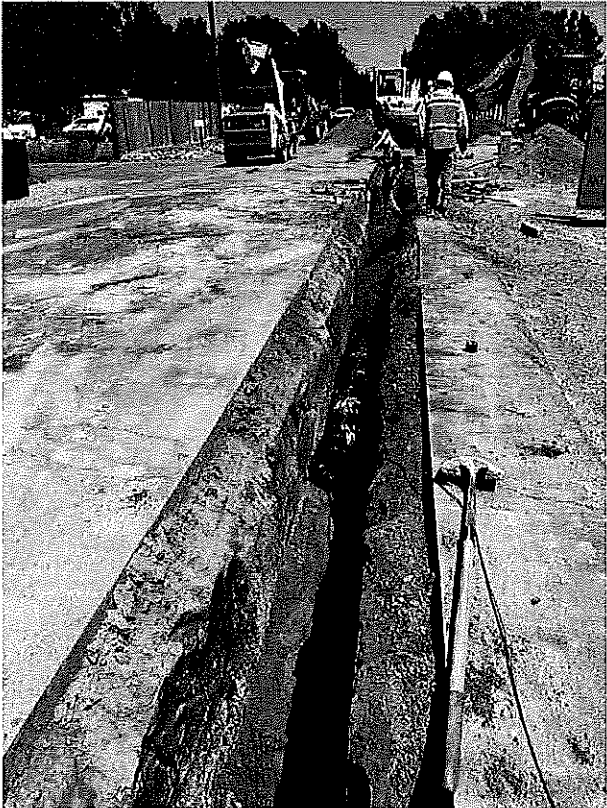
- d. Staff executed Addendum No. 1 with Rawles Engineering to extend the current contract to install an additional 600 linear feet of 8" diameter ductile iron water main in Dry Creek Road utilizing funding from the 2023/2024 fiscal year budget. This addendum was authorized by the Board at the 6/26/2023 Board Meeting. This additional pipeline will be known as Phase 2.
- e. Phase 2 of the pipeline project will begin at the south end of Phase 1 and will terminate approximately 500 feet north of the Dry Creek Road and Q Street intersection.
- f. The pipeline for Phase 2 was delivered to the Well 16 site the week of 7/10/2023.
- g. Construction for Phase 2 began the week of 7/17/2023, and is progressing smoothly.
- h. Please see construction progress photos of Phase 2 below and on the next page.

Please contact me directly at the office (650) 292-9112, cell phone (530) 682-9597, or email at mvasquez@ekiconsult.com with any questions or require additional information.

Very truly yours,

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







Items for Discussion and Action
Agenda Item: 4.3

Date: July 24, 2023

Subject: Adopting Resolution 2023-06, Authorizing a Direct Levy to Collect Specified Debt

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee withheld its recommendation until this item is introduced at the Board meeting.

Current Background and Justification:

Annual direct levy is one of the means the District has for collecting the cost of providing services. Direct levy places the unpaid balance onto the property tax bill for the property owner with unpaid water bills meeting specified criteria.

The direct levy process entails coordinating with Sacramento County and requires the District to adopt a resolution including specified language and details about the unpaid water bills.

Conclusion:

The Board should adopt Resolution 2023-06, authorizing a direct levy on specified accounts.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

RESOLUTION NO. 2023-06

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
ADOPTING A REPORT OF DELINQUENT UTILITY CHARGES
AND AUTHORIZING COLLECTION ON COUNTY TAX ROLL**

WHEREAS, the Rio Linda Elverta Community Water District (“District”) levies and collects water and sewer service charges from District utility customers to pay for the operation, maintenance and related costs of District water and sewer systems and services; and

WHEREAS, District water and sewer service charges are calculated and levied based on the rate schedules adopted by the District Board and they are not levied based on the value of the customer’s real property; and

WHEREAS, District water and sewer service charges have been adopted in compliance with applicable laws, including California Constitution article XIII D, section 6 and California Water Code Sections 31007, 31025 and 31101; and

WHEREAS, some District customers from time to time become delinquent in their payment of water service charges; and

WHEREAS, the General Manager has prepared the attached Written Report for Delinquent Water Service Charges for Fiscal Year 2022/2023 (the “Report”); and

WHEREAS, the District has decided that said delinquent and unpaid charges are to be included in the annual taxes next levied upon the property and shall constitute a lien on the property, pursuant to Water Code Sections 31701(e) and 31701.5; and

WHEREAS, in accordance with Water Code Section 31701.6, the District is required to notify the holder of title to the property whenever delinquent and unpaid charges for water and other services or either which could become a lien on such property pursuant to Water Code Section 31701.5 remain delinquent and unpaid for 60 days, as specified in the Report; and

WHEREAS, the District Board of Directors has conducted a duly noticed public meeting concerning the Report and considered any comments or protests received at the public meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rio Linda Elverta Community Water District as follows:

1. The Board hereby approves and adopts the Report attached hereto as **Exhibit A**. The Board hereby authorizes and directs that the delinquent utility charges listed in the Report be collected on the County of Sacramento property tax roll. The Board hereby requests the Auditor-Controller of the County of Sacramento to enter the delinquent charge amounts against the respective parcels of land as they appear on the property tax roll and collect the delinquent amounts at the same time and in the same manner as general property taxes, pursuant to Water Code Section 31701.5.
2. The Board hereby directs the General Manager or his or her designee to provide the required notice to customers that delinquent utility charges will be collected on the County of Sacramento property tax roll, to submit all necessary documentation as required by the Auditor-Controller of the County of Sacramento, and to undertake all actions necessary and incidental in accordance with the California Water Code to collect the delinquent utility charges (as specified in **Exhibit A**) on the County of Sacramento property tax roll.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 24th day of July 2023. By the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

ATTEST:

Mary Harris
President, Board of Directors

Timothy R. Shaw
Secretary of the Board of Directors

EXHIBIT A

WRITTEN REPORT FOR DELINQUENT WATER SERVICE CHARGES FOR FISCAL YEAR 2022-2023

Rio Linda Elverta Community Water District, Sacramento County, California presents herewith its written report on delinquent water service charges to be collected on the County Tax Roll of Sacramento County, California, for the fiscal year 2022-2023.

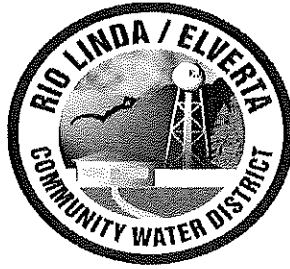
Said charges were imposed and collected pursuant to and at the rates established therefore in ordinances and resolutions which were heretofore duly passed and adopted by the Board of Directors of the District. These charges were levied without regard to property valuation.

This report contains a description of each parcel of real property receiving such services and facilities with respect to which charges are delinquent and the amount of the delinquent charges for each parcel, computed in conformity with the charges prescribed by said ordinances and resolutions.

NOTICES OF THE HEARING on this report has been duly given in the manner provided by law, and after having made such revision, changes, reductions or modifications of any charge or charges deemed necessary or proper, the Board of Directors has made its determination on each charge as now described herein and has finally adopted this report.

The names and addresses of the owners of said properties, of the names of the owners where no addresses are available, and the description of said properties as shown on the last equalized assessment roll of the County of Sacramento, State of California, together with the amount of delinquent water charges set opposite each, are as hereafter set forth to with:

Account No.	Location No.	Customer Name	APN	Balance
01022410	141 MONTICELLO AVE	***LAURA PEREZ-SILVA	214 0044 012 0000	\$285.56
01101000	6445 RANDY ST	***SHIRLEY GUNN	214 0033 009 0000	\$140.04
03143106	305 WITTINGTON AVE	***MELINDA RUGER	214 0300 012 0000	\$589.87
04427202	113 CHERRI LYNN AVE	***KORD HEPWORTH	206 0325 005 0000	\$720.33
05070003	7346 RIO LINDA BLVD	***PLATINUM GROUP INV	206 0033 002 0000	\$706.84
06107502	6121 W 2ND ST	***PATRICIA STORMS	214 0112 009 0000	\$422.41
08056102	7030 5TH AVE	***MITCHELL JASPER	206 0360 064 0000	\$361.31
09157000	6640 6TH STREET	***JULIE HESTON	206 0251 012 0000	\$422.41
09173001	523 JAMIECT	***RONALD ELLINGTON	214 0310 006 0000	\$422.41
11055001	6637 6TH STREET	MATTHEW SAMSON	206 0243 001 0000	\$248.04
11131107	864 OAK LANE	OMAR BURMUDEZ	207 0300 009 0000	\$188.69
11156202	743 M ST	***SITARAM IRREVOCABLE TRUST 2007	206 0184 016 0000	\$422.41
15103000	7316 6TH STREET	SANDRA RUDY	206 0036 012 0000	\$1,008.00
19153100	7302 10TH ST	***LAURA ERTL	207 0022 009 0000	\$497.41
21042002	7225 BELCAMP ST	***JOSHUA WARREN	207 0261 005 0000	\$478.74
22234000	5730 DRY CREEK	***JERRY CHESNUT	215 0220 030 0000	\$497.41
24122004	1515 E ST	***IGOR KHASHCHUK	215 0130 035 0000	\$422.41
24154506	1532 E ST	***MURPHY FAMILY LIVING TRUST	215 0140 020 0000	\$422.41
24182005	1327 C ST	***JAIRO GARCIA ALEJANDRA VEGA	215 0140 072 0000	\$357.08
24544303	6432 14TH ST	***INACTIVE NEW OWNER COUMAS	207 0230 019 0000	\$479.00
25134003	5945 22ND ST	***EXTENDED FAMILY LIVING TRUST	215 0161 014 0000	\$422.41
25136001	2216 E ST	***RONNIE WILLIAMS SR	215 0162 002 0000	\$422.41
25398005	6037 26TH ST	***JORDAN PITZNER	215 0101 015 0000	\$823.22
25544103	6623 22ND ST	***RENEA S NEGRI FAMILY TRUST	207 0211 023 0000	\$422.41
25622000	6452 18TH ST	***MARY ANN MCCARTY	214 0300 078 0000	\$427.60
26322001	6749 18TH ST	ADWIN PRATAP	207 0240 002 0000	\$309.62



Items for Discussion and Action Agenda Item: 4.4

Date: July 24, 2023

Subject: Revisions to District Policy 2.01.150, Preparation and Posting of Agendas

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was discussed at the July 12th Executive Committee meeting. The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee withheld its recommendation until the item is introduced at the Board meeting.

Current Background and Justification:

The Board discussed the proposed revisions to policy 2.01.150 at the June 26th Board meeting. The Board referred the item back to the committee to continue refinements to the language in the policy.

The Committee and the public member in attendance commented that the current policy includes awkward language regarding the authority of any individual Board Member to request agenda items on regular Board meeting agendas. As such, the Committee directed staff to improve the clarity of the policy.

Conclusion:

Sample Motion : move to authorize proposed revisions to policy 2.01.150.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

2.01.150 Agendas.

(Amended Resolution 2008-08, 3/30/09 minutes)

The Secretary shall prepare the agenda for the meeting containing a brief description of each agenda item and post it at least 72 hours prior to the regular Board meeting after consultation with the President. If a Board member twenty-four (24) hours prior to the posting of the agenda requests a matter be placed on an agenda, the Secretary shall include an item on the agenda to permit discussion of the matter, subject to approval by the

President. Agendas for special Board meetings shall be posted at least twenty-four (24) hours prior to the meeting. The Board by majority vote, or as otherwise provided by law, may modify the agenda prior to proceeding to the consideration of the first matter. All matters shall be considered by the Board in the order listed on the agenda as posted or modified, to the extent of time available. No action may be taken on any matter which did not appear on the posted agenda except as permitted by State law. Agenda items not considered or completed at a meeting for lack of time may be continued and become agenda items at the following meetings in accordance with the forgoing policies.

Current Policy Adopted in 2008, Revised in 2009 and 2022

2.01.150 Agendas.

(Amended Resolution 2008-08, 3/30/09 minutes)

The Secretary shall prepare the agenda for the meeting containing a brief description of each agenda item and post it at least 72 hours prior to the regular Board meeting after consultation with the President. If a Board member twenty-four (24) hours prior to the posting of the agenda requests a matter be placed on an agenda, the Secretary shall include an item on the agenda to permit discussion of the matter, subject to approval by the President – Revised 7-18-22

Propose Revised Policy

2.01.150 Preparation and Posting of Agendas

(Amended Resolution 2008-08, 3/30/09 minutes)

Agendas for regular and special Board meetings are prepared by the Board Secretary. Pursuant to the Ralph M. Brown Act, regular meeting agendas must be posted and distributed at least 72-hours prior to the scheduled beginning of each regular meeting of the Board of Directors. Special meeting agendas must be posted at least 24-hours prior to the scheduled beginning of the meeting.

In preparing the agendas, the Board Secretary will implement direction from the District's standing committee(s). Additionally, any individual Board Member may request an item be placed on the agenda provided that the individual Board Member makes such a request at least 24-hours prior to the agenda being finalized.

Individual Board Member's request for agenda items may be referred to the full Board if the individual Board Member's requested agenda item can be reasonably anticipated to result in charges from Legal Counsel. Examples of reasonably anticipated Legal Counsel charges include, but are not limited to, closed session items.

During regular Board meetings, the Board of Directors has the authority to add and remove agenda items. Added agenda items must meet specific criteria. The proposed added item must have arisen after the agenda was finalized **and** the proposed item must be time-sensitive, i.e., negative consequences may occur if the item were to be delayed until the next regular meeting of the Board. - Revised 7-24-2023



Items for Discussion and Action Agenda Item: 4.5

Date: July 24, 2023

Subject: Capital Improvement Projects List Adopted by the Board in April 2020, Consider Proposed Updates to the Same

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was discussed at the July 12th Executive Committee meeting. The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee withheld its recommendation for Board action until the item is introduced at the Board meeting.

Current Background and Justification:

At the June regular meeting, the Chair requested the Capital Improvement List be provided.

The July 12th Executive Committee reviewed the list, which was adopted by the Board in April 2020. The Committee suggested the list be updated to reflect the current estimated costs of the projects on the list. As such, staff has refreshed the estimates.

Conclusion:

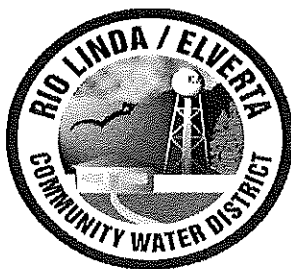
Sample Motion : Move to authorize the update to the Capital Improvements Projects List, originally adopted by the Board in April 2020.

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											
Capital Improvement Plan Project List											
4/20/2020	Original Adoption Date by Board of Directors										
7/19/2023	Updates and Proposed Modifications in Red										
Priority	Project Name	Funding Source	Budget Amount	Years to Implementation Date (as of 7/1/2020)	Annualized Cost	Project Description (per budget documents)	Last Transaction Date	Amount Paid to Date	Status	Budget FY(s)	
1	Annual Pipeline Replacement	District	\$230,784	Annually	\$230,784	This budget item is to develop and complete a pipe replacement project for replacement of approximately 1,100 feet of existing 8-inch diameter pipeline as needed. This budget item is to develop and complete a pipeline replacement project within the allotted budget, including installation of water main, water services, water valves, hydrants, and associated appurtenances.	6/30/2023	\$ 443,160	Annual budget amount began at \$211,200 in FY 2020/2021, and will increase by an inflation rate of 3% annually. Amount accumulated to date for 3 fiscal years (2020/2021-2022/2023) is \$603,123 (this is a net accumulation with \$59,000 re-allocated in 2022/2023 for other projects per Board approval).	Annual	
2	Well 12A Design	District	\$500,000	15	\$33,333	This budget item is for the plans and specifications to replace Well 12 with a new well that is more efficient and has an expected capacity of 1,500 gpm. The replacement well will be called Well 12A and is anticipated to be located at the Well 12 site. This includes separate designs for (1) tests wells, (2) production well, and (3) above grade improvements (equipping, no treatment), along with preparation of environmental documents and permitting.	5/6/2015	\$ 6,542	\$100,000 accumulated toward budget.	2021-2036	
3	Well 12A Construction	District	\$3,750,000	17	\$220,588	The budget item is for the construction of Well 12A at the Well 12 site detailed as follows: Construction of test wells, production well, and above grade improvements including pump and motor, piping, site work, back up generator, building, electrical, SCADA, demolition of Well 12, and other appurtenances (No treatment). Includes water quality and water capacity testing, construction management, inspection, and labor compliance.	N/A	\$ -	\$661,765 accumulated toward budget.	2021-2038	
4	El Dorado County Water & Power Supply MOU	District	\$275,000			This budget item is a carryover project from previous capital budget. The cost was approved by the Board of Directors as part of a signed Memorandum of Understanding (MOU) between El Dorado Water and Power Authority (EDWAPA) and the District. The purpose of the MOU is for the District and EDWAPA to work together to put EDWAPA's surface water right to use by the District until EDWAPA has a need for them. The project is being administrated by EDWAPA.	9/27/2017	\$ 39,442	Active. Not funded by the District.	2021-2041	
5	River Arc Participation	District	\$115,000			The River Arc Project consists of six local water purveyors (Rio Linda / Elverta Community Water District, City of Sacramento, Sacramento County Water Agency, California American Water Company, Placer County Water Agency, and City of Roseville) that are working together to construct a surface water treatment plant that treats Sacramento River water and delivers treated water to the region. The District is participating in this project to bring supplemental surface water into the District to supply the current and future customers with a combination of ground and surface water. This is a long range project that is planned to be built within the next 10 to 20 years.	7/21/2017	\$ 125,011	Suspended, but can opt back in. Not funded by the District.	2021-2041	
6	District Office Design and Permitting	District	\$30,000	20	\$1,500	This budget item is to complete plans and specifications for a new District Office that was planned to be built in the 2016/17 capital budget year. The existing office is not large enough for District operations and would require extensive upgrades to meet current code requirements.	12/1/2015	\$ 4,870	\$4,500 accumulated toward budget.	2021-2041	
					Total annualized cost:	\$486,206					



Items for Discussion and Action Agenda Item: 4.6

Date: July 24, 2023

Subject: Means to Increase Distribution of a Newsletter

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was discussed at the July 12th Executive Committee meeting. The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee withheld its recommendation for Board action until the item is introduced at the Board meeting.

Current Background and Justification:

Recurringly, public members attending Board and Committee meetings have encouraged the Board to resume mailing of the "President's Corner" newsletter. However, the California Political Reform Act prohibits mailing more than 200 letters containing the name of any elected Board Member. Additional obstacles include that mailing the bimonthly bills has been outsourced for the past several years. Additional sheets of paper in the envelope can exceed the weight limit for the lowest possible postage rate. The weight limit impediment also precludes mailing the Water Ways newsletter.

The Executive Committee explored alternatives to mailing of newsletters. Suggested solutions included removing the names of elected officials and changing the name of the President's Corner. The Committee further suggested that included a brief reference (e.g. a link and brief description on the bill that is mailed to customers.

Conclusion:

Sample Motion: move to authorize changes to the RLECWD newsletters to improve distribution.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

The Rio Linda / Elverta Waterways

A Publication of the Rio Linda Elverta Community Water District

P.O. Box 400, Rio Linda, CA 95673

916-991-1000

www.rlocwd.com

Presidents Corner

This November, the District would have had 3 seats on the board up for election. The District only received 3 applications to fill these positions. I would like to congratulate Mr. Paul Green, Mr. Brent Dills and Ms. Mary Henrici as the three candidates who will fill these seats. All three of these individuals have been instrumental in turning this District around the past 4 years. Ms. Mary Harris and I are looking forward to working with them the next two years. This year's budget contained a line item of almost \$10,000 for the election, money that will no longer need to be spent.

In the past 2 months, the District has received \$530,000 in Grant funding for treatment of Chromium Six on well 10. This Grant will cover about half of the cost. I would like to thank our General Manger, Ralph Felix, and his diligence in pursuing these funds. As I have said before and will continue to repeat, our stated goal to obtain as much grant funding as possible and to bring all construction projects in on time and under budget.

John Ridilla
President, Board of Directors
Rio Linda – Elverta Community Water District

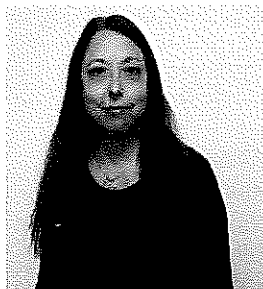
We say Goodbye to Director Anderson



Director Duane Anderson served his last Board Meeting on Monday, August 15, 2016. Mr. Anderson was presented a Certificate of Appreciation by President John Ridilla for his service from 2012-2016 to the Board and the Rio Linda / Elverta community. The Board and Staff wish him well on his new adventure and we commend him for his commitment and dedication to our community water district.

New Board Member

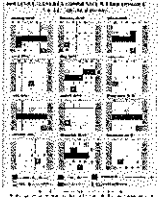
I am pleased to announce that Mary Henrici, our former General Manger of the Rio Linda/Elverta Community Water District, will serve out the remainder of Duane Anderson's term on the board. As many of you know, she brings a wealth of experience to this position. I know the entire board is looking forward to working with her these next few months, as well as the next four years.



She has 35 years of experience in the water and wastewater field and 23 years of that experience is in Management.

Over the past 5 years while managing the District, she was able to save our customers \$1.4 million dollars in interest expense by restructuring and paying down the agencies current debts. Reserve funds and a Master plan were also created. Construction was completed which then allowed removal of the compliance orders that were put on the District by the State Health Department due to a lack of pressure and supply.

She was also the Treasurer of the Sacramento Area Water Works Association and Vice-President of the Plumas County Special Districts Association. Recently, she was the recipient of the 2015 Sacramento Regional Water Authority Statesman of the Year Award and the 2016 Association of California Water Agencies Excellence in Leadership Award. As a resident of the District, she wanted to be on this Board so that she can ensure that the district continues in a positive direction.



Billing Schedule The District has the 2016 billing schedule available at the District office and on the website at www.rlecwd.com.

Paper-Less Bill Would you like to receive your bill via email instead of a paper bill? Please contact the District Office to provide your email address.

Payments Can be made on the District's website www.rlecwd.com, over the phone, in person, via postal service, and at the District Office's night depository slot located next to main door. Reminder, the District Office **Does Not Accept Cash**, due to security reasons. We accept check, money order or Visa/Mastercard/Discover and Checks from your Bank. Please note that it could take 7-10 business days for your check to be sent from the Bank.

Conservation

The RLECWD is currently under a Normal Water Supply. We ask customers to voluntarily conserve and prevent unreasonable use of water. Which includes, but not be limited to, the following practices:

- Allowing water to leave customer's property by drainage onto adjacent properties or public or private roadways or streets due to excessive irrigation and/or uncorrected leaks.
- Failing to fix leaks or faulty sprinklers within 7 days of detection.
- Discourage using water to wash down sidewalks, driveways, parking areas, tennis courts, or other paved areas except to alleviate immediate safety or sanitation hazards.
- Use an automatic shutoff nozzle and hand-held bucket when washing vehicles.
- Open hoses must be equipped with automatic shutoff nozzles.



*For the complete water restrictions please visit our website or stop **by the District office***

Rebates

The RLECWD offers rebates for toilets and washing machines. The District is also offering an Outdoor Irrigation Efficiency rebate program. Please visit www.rlecwd.com or the District office for rebate qualifications. There is still funding available from The Department of Water Resources for toilet rebates and turf replacement. Please see visit www.saveourwaterrebates.com for the State's qualifications.

Construction Update

District Staff has finished converting all of the District water meters to radio read meters and fixed meter reading collectors have been installed in 5 locations within the District. District Staff is now focusing their efforts on installing new meter box lids and antennas on the older version of radio read meters to make them capable of transmitting to the fixed collectors. A small project to replace non-operational mainline valves will be completed this fall at 2 locations, the intersection of Dry Creek Road and Q Street, and the intersection of Dry Creek Road and U Street.

Leak Information

District Staff proactively looks for leaks while performing the daily operations of the District. When a leak is found, it is prioritized by its severity and scheduled accordingly. Not all leaks are found by District Staff during work hours (M-F, 7:00am-4:00pm), many are called in by customers of the District after hours. When calling in to report a leak after hours please call 916-282-4255, leave a message, and the on-call District employee will return your call. Be sure to leave important information such as the location of the suspected leak and a return phone number so District Staff can return your call.



Find us on Facebook. Please visit... <https://www.facebook.com/riolinda.waterdist>

President's Corner –

Spring is here! The weather is changing, flowers are blooming, and March Madness is in full swing...we are definitely getting a pretty wet month.

We are happy to report the progress we've recently made in addressing Hexavalent Chromium mitigation projects. The District recently finalized a planned loan with very favorable terms to complete two vital hexavalent chromium mitigation projects. The District expects to finalize the designs and begin the bidding process for construction in the near future.

We're also happy to report the successes under our General Manager Tim Shaw's leadership of several cost saving measures to reduce the operating expenses for the District. We've revised the District Engineer's contract, transitioned some of our service accounts to government accounts, which entails a savings over the previous services contracts, and we're looking to do more of the same. A good example is the fuel service for District vehicles, which formerly entailed paying of Federal Excise Tax. Our new program precludes such tax and yields a savings to the District ratepayers.

Staff has coordinated meetings with our region's elected officials to continue our pursuit of grant funding and other programs to benefit our community. In closing, I want to remind our ratepayers that one of the many benefits of local governance at the neighborhood level is accessibility. The community we serve is always welcome to attend and participate in our regularly scheduled public meetings, not only to gain knowledge, but more important, provide input to the process, or you may want to stop by the District office and meet Tim Shaw our new General Manager and ask any questions you might have. Mr. Shaw is very approachable, and you will receive a warm welcome and a reasoned response to your concerns.

Mary R. Harris President, Board of Directors
Rio Linda – Elverta Community Water District

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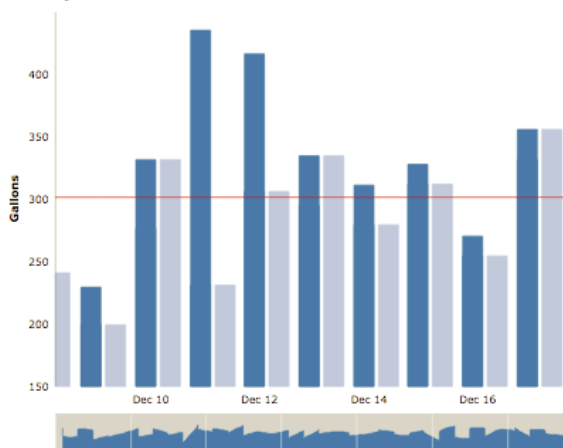
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Mary R. Harris President, Board of Directors
Rio Linda – Elverta Community Water District

Want to Track your Water Usage?

Dec 8, 2016 - Jan 3, 2017



We recently launched a **New Fathom Customer Portal** that will allow you to get real-time water consumption reports on an hourly, weekly, monthly or yearly basis from your desktop, laptop or mobile device.

To sign up for the new customer portal begin with the link below; click on the '**SIGN UP NOW**' below the LOG IN bar; then follow the steps. If you have any questions, please contact the District office at (916) 991-1000.

<https://riolinda.u2you.gwfathom.com/#/login>

Do you know where your meter box is?

Your water meter is typically located just below the ground in a rectangular box located in your yard landscaping, lawn or driveway. It is important for you as a RLECWD customer to know where this meter box is located so that you can make sure to keep the access lid clear. There should be no plants, bark, gravel or any other material covering the lid to your meter box. By keeping the lid clear, it is easier and safer for RLECWD workers to obtain meter readings.

The meter valve located in this box is property of the District. In the event of a leak on your property, we urge you to contact the District if you need to turn water service off at the meter to repair the leak. Charges may apply to turn water service off, however if you install a gate valve on a hose bib or after the meter, this will allow you your own access to turn the water service off and the charges by the District will be waived.



Your Water Bill – Mail it or Email it you choose!



Don't want to worry about waiting for your water bill to be mailed. Want your bill sooner for your monthly budgeting, the RLECWD offers you the convenience of having your water bill emailed. Just provide the District with a valid email and the day the bills are scheduled to be mailed according to our 2018 Billing Schedule, the RLECWD staff will email your bill.

“Water Awareness Month” Time to evaluate your water fixtures.

- Check toilets for leaks
- Change the battery on Irrigation timer
- Check your sprinkler valves
- Check sprinklers for leaks, make adjustments so there's no overspray
- Check pool and Auto fill for leaks
- Check faucet washers and gaskets
- Check outside spigot for leaks
- Familiarize yourself with how to read the meter



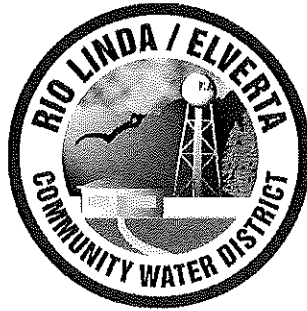
Paying your Water Bill.

Payment can be made on the District's website www.rlecwd.com, over the phone, in person, via postal service, and the District's Office's night depository slot located next to the main door. Reminder, the District Office does **Not Accept CASH!** Check, Money Order, Visa/Mastercard or Discover card.

Bill payments scheduled through your financial institution are sent to the District via the postal service as a bank draft. Please allow for mail time on these payments as they can take anywhere from 7 to 10 working days to be received by the District. For faster payment processing from your bank, the District can set your Visa/Mastercard debit card for Recurring Payments to be automatically paid on the **Due Date** of your water bill. You must have a valid email for this service.



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Information Items Agenda Item: 5.1

Date: July 24, 2023

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

DISTRICT ACTIVITY REPORTS

1. Operations Report
2. Completed and Pending Items Report
3. Conservation Report
4. Leak Repair Report

RIO LINDA/ELVERTA C.W.D. 2023

REPORT OF DISTRICT OPERATIONS

SOURCE WATER DATA

Water Production (Million Gallons)

January	February	March	April	May	June	Year To Date
42	36.1	39.6	47.3	74.9	88.1	
42,034,558	36,097,520	39,545,256	47,285,568	74,863,944	88,145,580	
July	August	Sept.	Oct.	Nov.	Dec.	
						328,000
						Monthly Total
Gallons = Multiply M.G. by:		1,000,000	88,145,580	Gallons		327,872,488
Cubic Feet = Divide gallons by:		7.48	11,784,168	Cubic Feet		48,836,581
Hundred Cu Ft. = Divide cu. ft. by:		100	117,842	Hundred Cubic Feet		438,466
Acre Ft. = Divide gallons by:		325,829	270.53	Acre Ft.		1,007

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total (Low Psi Complaints)

January	February	March	April	May	June	Year To Date
0	2 (2)	0	0	3 (2)	0	
July	August	Sept.	Oct.	Nov.	Dec.	
						5

New Services

New Construction	0	0
Existing Homes	0	2
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4670

Distribution System Failures/Repairs

Deterioration June 1 thru 30	5	31
Damaged June 1 thru 30	0	1

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	16	104
Raw Water Bacteriological Samples (at Wells)	11	22

June 1, 2023 - June 30, 2023

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

Work Orders Issued - 41	Work Orders Completed - 57	USA's Issued - 83
Change Out Meter - 1	Change Out Meter - 19	
Conservation - 1	Conservation - 1	
General Complaint - 1	Flow Test - 1	
Get Current Read - 2	Get Current Read - 4	
Install New Service - 2	Install New Service - 1	
Line Leak - 2	Line Leak - 2	
Lock Service Off - 1	Lock Service Off - 1	
Other Work - 1	Other Work - 1	
Possible Leak - 12	Possible Leak - 9	
Re-Locate Meter - 1	Re-Locate Meter Box - 1	
Repair - 2	Repair - 2	
New Service Quote - 2	New Service Quote - 2	
Tag Property - 9	Tag Property - 9	
Turn Off Service - 3	Turn Off Service - 4	
Turn On Service - 1		

RIO LINDA/ELVERTA C.W.D.

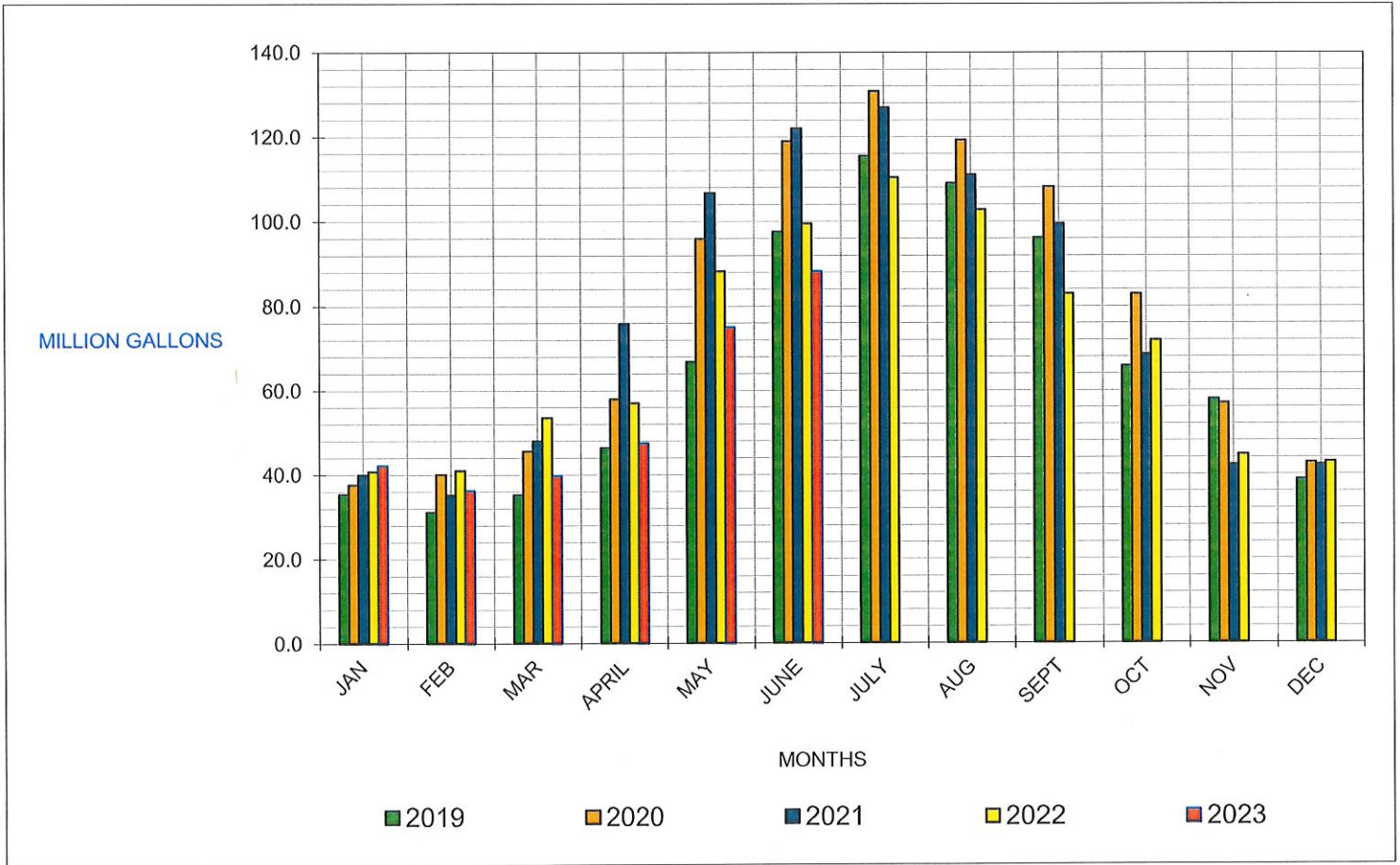
WATER PRODUCTION

2019 \ 2023

Water Production in Million Gallons

SSWD Water Purchases

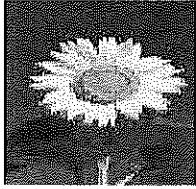
Month	2019	2020	2021	2022	2023	Avg.	2019	2020	2021	2022	2023
JAN	35.3	37.6	39.9	40.7	42.0	39.1	0.0	0.0	0.0	0.0	0.0
FEB	31.1	40.0	35.2	40.9	36.1	36.7	0.0	0.0	0.0	0.0	0.0
MAR	35.1	45.5	47.9	53.5	39.6	44.3	0.0	0.0	0.0	0.0	0.0
APRIL	46.3	57.9	75.8	57.0	47.3	56.9	0.0	0.0	0.0	0.0	0.0
MAY	66.8	95.9	106.6	88.2	74.9	86.5	0.0	0.0	0.0	0.0	0.0
JUNE	97.5	118.9	121.9	99.4	88.1	105.2	0.0	0.0	0.0	0.0	0.0
JULY	115.4	130.7	126.8	110.3		120.8	0.0	0.0	0.0	0.0	
AUG	108.9	119.2	110.9	102.7		110.4	0.0	0.0	0.0	0.0	
SEPT	96.1	108.1	99.4	82.9		96.6	0.0	0.0	0.0	0.0	
OCT	65.8	82.8	68.5	71.9		72.3	0.0	0.0	0.0	0.0	
NOV	57.8	56.9	42.2	44.6		50.4	0.0	0.0	0.0	0.0	
DEC	38.7	42.7	42.2	42.9		41.6	0.0	0.0	0.0	0.0	
TOTAL	794.8	936.2	917.3	835.0	328.0	870.8	0.0	0.0	0.0	0.0	0.0





**PENDING AND COMPLETED ITEMS
7-24-2023 BOARD OF DIRECTORS MEETING**

1. **Coordinating with cellular service lease rights holder to service the cathodic protection system on the elevated water storage tank.** – Staff pushed Diamond Communication for cooperation with cell phone companies on the tower (e.g., Verizon) to complete the needed refurbishments. Diamond responded by phone that they will not cooperate. – **Pending**
2. **Submittal of the Water Use Efficiency Objective** – The submittal is due at the end of this calendar year. This submittal requires computation and inclusion of other compliance mandates, e.g., the Water Loss Standard and the Outdoor water use standard- **Pending**
3. **SB-606 and AB-1668 planning for compliance** –In the fiscal year 2023/2024 preliminary budgets, staff has created a line item for consulting support on state mandated submittals for water use efficiency items due for submittal now and later this calendar year. **Pending**
4. **Hexavalent Chromium MCL economic feasibility** The State Water Resources Control Board published their Notice of Proposed Rulemaking on June 16th, The public hearing is scheduled for August 2nd. **Pending**
5. **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 to contact customers with leaks and high consumption. **Pending**
6. **Mandated Board Member Training** – Some RLECWD Board Members have not completed the mandatory training in ethics and harassment prevention. The online, free computer-based training program regularly sends automated emails to Board Members to remind them of their overdue assignments. **Pending**
7. **Cost of Service Reductions to Mitigate Inflation** –Staff continues to seek out inflation mitigation measures. **Pending**
8. **Adoption of Preliminary Budgets for Fiscal Year 2023/2024 and Scheduling of a Public Hearing in August to Consider the Final Budget** – At the June 26th meeting, the Board adopted the preliminary budget and scheduled a public hearing– **Completed**
9. **Annual Water Loss Audit and Validation of the same** – Staff has begun preparation of the annual water loss audit. - **Pending**
10. **Annual Direct Levy of Specified Delinquent Accounts** – Resolution 2023-06 is on the agenda for the July 24th meeting - **Pending**



Conservation Report

June 2023



Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(10) Nozzle(1) Toilet Tabs(3) 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):	1 Water Waste Call(s) 91 contacts about possible leaks using the AMI system -4 were called, 0 was mailed, 87 was emailed, 0 tag was hung 34 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● Reached out to customers with higher than normal water usage● Verbal Demands● Created Report for High Usage Exceptions
Grant Updates:	None

2023 Leak - Repair Tracking

Work Order #	Leak Type	Street	Date Reported	Date Repaired	Days	
1	23759	Service Line	Silver Crest Circle	1/13/2023	1/18/2023	5
2	23757	Service Line	G Street	1/10/2023	1/11/2023	1
3	23807	Service Line	Rio Linda Blvd	2/7/2023	2/13/2023	6
4	23808	Main	2nd Street	2/7/2023	2/7/2023	0.1
5	23821	Service Line	I Street	2/21/2023	2/21/2023	1
6	23823	Service Line	E Street	2/22/2023	2/22/2023	1
7	23830	Service Line	2nd Street	3/2/2023	3/9/2023	7
8	23840	Service Line	I Street	3/16/2023	3/16/2023	1
9	23819	Service Line	Dry Creek Rd	2/21/2023	4/18/2023	60
10	23827	Service Line	10th Street	3/1/2023	3/1/2023	1
11	23875	Service Line	Fallon Place Ct	3/30/2023	4/5/2023	6
12	23876	Service Line	6th Street	4/3/2023	4/6/2023	3
13	23888	Service Line	M Street	4/12/2023	4/12/2023	1
14	23891	Service Line	20th Street	4/14/2023	4/19/2023	5
15	23896	Service Line	24th Street	4/19/2023	4/20/2023	1
16		Main	Dry Creek & G Street	4/23/2023	4/23/2023	1
17	23897	Service Line	Dry Creek Rd	4/19/2023	4/26/2023	7
18	23900	Service Line	W 2nd Street	4/21/2023	4/25/2023	4
19	23909	Service Line	W 2nd Street	5/1/2023	5/1/2023	1
20	23912	Service Line	I Street	5/1/2023	5/1/2023	1
21	23925	Service Line	M Street	5/4/2023	5/4/2023	1
22	23928	Service Line	Castle Creek Way	5/9/2023	5/11/2023	2
23	23933	Service Line	Withington Ave	5/10/2023	5/16/2023	6
24	23938	Service Line	E Street	5/17/2023	5/24/2023	7
25	23941	Service Line	Dry Creek Rd	5/17/2023	5/17/2023	1
26	23942	Service Line	Elkhorn Blvd	5/17/2023	5/17/2023	1
27	23970	Service Line	Fallon Woods Way	5/28/2023	5/31/2023	3
28	23967	Service Line	I Street	5/25/2023	6/1/2023	7
29	23975	Service Line	Elwyn Ave	6/3/2023	6/3/2023	1
30	23984	Service Line	Silver Tree Ct	6/7/2023	6/7/2023	1
31	23985	Service Line	Castle Creek Wy	6/8/2023	6/8/2023	1
32	24000	Service Line	26th Street	6/21/2023	6/28/2023	7
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Information Items Agenda Item: 5.2

Date: July 24, 2023

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

BOARD REPORTS

- 5.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 5.2.2. Sacramento Groundwater Authority – Harris (primary)
- 5.2.3. Executive Committee – Gifford, Cline
- 5.2.4. ACWA/JPIA – Cline
- 5.2.5 Pressing Matters Advisory Ad Hoc- Harris, Young

Item 5.2.1 Dissolution of Ad Hoc Committees 2.01.065

2.01.055 Election of President and Vice President. (See *Ca Gov Code §30520*) At its regular meeting in December, the Board shall elect one of its members as President and one of its members as Vice President who shall hold office thereafter until their successors are elected and qualify. The election of the President and Vice President shall be by voice vote cast separately for each office with the member with the highest number of votes being deemed elected.

2.01.060 Duties of President and Vice President. (See *Ca Water Code §30578*) The President shall preside at all meetings of the Board and act as Chairperson of the Board, shall appoint all committee members as specified in section 2.01.080, and shall perform all other duties necessary or incidental to his/her office as authorized or imposed by the Board. In the absence of the President or because of the President's inability to act, the Vice President shall take his/her place and perform the duties of the President.

2.01.065 Committees and Other Assignments. (Amended by 6/18/2018 Board Minutes) The Board President shall appoint such standing and/or ad hoc committees as may be deemed necessary or advisable. The creation of ad hoc committees and new standing committees initiated by the Board President must be approved by action of the full Board of Directors per Policy 2.01.180. The President of the Board shall make all appointments of Board Members to ad hoc and standing Committees with the cooperation of the Board Member(s) nominated for the assignment(s). In addition, the President of the Board may designate Board Members to represent the Board as needed. Board Member participation in meetings and attendance by Board Members at organized events shall not be considered sanctioned by the RLECWD Board of Directors unless such attendance/participation is in accordance with this policy. Announcement to authorize attendance/participation retroactively is acceptable to accommodate insufficient time available for a Board meeting prior to the event. Retroactive announcement must be approved by the Board of Directors per Policy 2.01.180.

1. The duties of a new standing committee shall be determined at the time of appointment, proposed at a regular Board meeting and subject to confirmation by the Board of Directors per Policy 2.01.180. Standing committees shall only be dissolved by majority vote of the Board.

2. The duties of an ad hoc committee shall be determined and announced at a regular meeting of the Board of Directors. Ad hoc committees shall be considered dissolved when any of the following occur:

a. The ad hoc committee submits its final report to the Board of Directors.

b. Upon the sixth regular meeting of the Board of Directors following the announcement that the ad hoc committee had been created, the Board Secretary shall announce, and the minutes shall reflect, the ad hoc committee dissolution.

c. The ad hoc committee has failed to report to the Board of Directors for three consecutive regular Board meetings. The Board Secretary shall announce, and the minutes shall reflect, the absence of reporting and indicate the ad hoc committee has been dissolved.

3. Board Members assigned by the Board President to serve on standing committees or to participate in sanctioned events shall serve in such capacity for the remainder of the President's term of office. Such assignments are to be announced at the regular Board meeting in January each year. However, assignments may be changed via announcement at a subsequent Board meeting to accommodate Board Member availability, incompatibility of offices, or other circumstances. The Board President may also authorize temporary substitutions of Board Members for a single meeting to accommodate the anticipated absence of the regularly assigned Board Member.

4. All meetings of standing committees shall conform to all open meeting laws (e.g., Ralph M. Brown Act) that pertain to regular meetings of the Board. Board Members assigned to ad hoc committees and other assignments shall report their findings and observations to the Board of Directors at regular Board meetings.

2.01.070 Requests for Information. Requests for information by Board members regarding District operations should be made through the General Manager or other designated District staff. The General Manager shall designate management or supervisory personnel to respond to inquiries in his/her absence.

2.01.075 Attendance at Meetings. Board members are expected to attend all regular and special meetings of the Board, including closed sessions, unless there is good cause for the absence or the absence is pre-approved by the President. A request for absence, except emergency absence, shall be submitted to the Board President in writing as soon as the Board Member becomes aware that he/she may be absent. Absences shall conform to the requirement of Government Code Section 1063 or other applicable law.

2.01.080 Ralph M. Brown Act. The Board as a whole and each Director shall comply with the Ralph M. Brown Act.

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

July 12, 2023 @ 6:00 P.M.

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.

Director Harris attended the meeting but did not participate in any discussions once the meeting was called to order. **As a consequence to the attendance at the meeting by Director Harris (a quorum of elected Board Members), out of an abundance of caution (Brown Act), the Executive Committee deferred recommendations of Board Actions until the introduction of each relevant item at the 6-26-2023 Board meeting.**

Call to Order: 6:00 P.M.

Public Comment: *One public member present, no comments*

Items for Discussion:

1.	Engineer's Update.
<i>The Contract District Engineer presented his written report and provided amplifying details on the Dry Creek Rd pipe replacement extension, Capstone proposal (modeling water capacity) and the Fox Hallow subdivision.</i>	
2.	Discuss Capital Improvement Projects List Adopted by the Board in April 2020.
<i>The General Manager presented his written report and provided a brief history of capital improvement funding, which changed for the District in April 2020. Director Cline requested confirmation/clarification on the tangential relationship between the Capital Improvement Plan and the Capacity Fee program regarding funding for a new District Office.</i>	
<i>The Executive Committee forwarded this item onto the July 24th Board agenda and provided direction to staff to update the Capital Improvements Projects list terms and estimated cost where inflation has outpaced the assumed inflation. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i>	
3.	Discuss Next Steps for Hexavalent Chromium MCL Compliance.
<i>The General Manager presented his written report and provided a brief summary of milestones needed to begin treating Hexavalent Chromium. The Contract District Engineer referenced training he and staff attended on the basics of Hexavalent Chromium treatment.</i>	
<i>The Executive Committee directed staff to reach out to Ionexx (treatment media vendor) for updates since the previous iteration of Hexavalent Chromium MCL adoption (2014), then provide an update to the Board at the July 24th meeting.</i>	
4.	Discuss the Direct Levy of Specified Delinquent Accounts.
<i>The General Manager presented his written report and explained the tedious, multiple step process of working with Sacramento County on the annual direct levy process. The General Manger further explained the District needs to adopt another Resolution substantially similar to the Resolution adopted a year ago, i.e., annual requirement.</i>	
<i>The Executive Committee forwarded an item onto the July 24th Board agenda to enable Board consideration of the annual Resolution. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i>	

5. Continue Discussing Proposed Revisions to District Policy 2.01.150.
<p><i>The General Manager presented his written report. The Executive Committee engaged in discussion on improvements in language for District Policy 2.01.150, particularly the awkward language that is already in the policy. The public member in attendance asked for clarification on the proposed language, and the deletion of the requirement to consult with the Board President prior to publishing an agenda.</i></p> <p><i>The Executive Committee provided direction to staff on improved language and forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i></p>
6. Discuss the Relationship Between Rate Adjustment and Projected Revenue for Fiscal Year 2023/2024.
<p><i>The General Manager presented his written report and explained this item was intended to correct misstatements (math errors) at the June 26th Board meeting.</i></p>
7. Discuss Limitations and Restrictions for Distributing the “President’s Corner”.
<p><i>The General Manager presented his written report and explained the prohibitions stipulated in the California Political Reforms Act. Director Cline and the public member suggested alternatives to using Board Member names in the newsletter and alternatives to mailing the newsletter.</i></p> <p><i>The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i></p>
8. Discuss Expenditures for May 2023.
<p><i>The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i></p>
9. Discuss Financial Reports for May 2023.
<p><i>The Executive Committee forwarded this item onto the July 24th Board agenda. Out of an abundance of caution, the Committee deferred their recommendation for Board action(s) until the item is introduced at the July 24th Board meeting.</i></p>

Directors’ and General Manager Comments:

- Water Use Efficiency Annual Water Supply and Demand Assessment.
- Outdoor Water Use Efficiency Standard and Water Loss Standard
- Annual Water Supply and Demand Assessment

Director Gifford acknowledged the complexities of the Water Loss Standard and recognized the justification for consultant support.

Items Requested for Next Month’s Committee Agenda:

Adjournment: 7:00 P.M.