

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

January 22, 2024 (6:30 p.m.)

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

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

AGENDA

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

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

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

2. PUBLIC COMMENT

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

The Board is being asked to approve the Minutes from the December 13, 2023 Regular Board Meeting.

3.2. Expenditures

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

3.3. Financial Reports

The Executive Committee recommends the Board approve the November 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. Public Works Projects Report.

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

4.3. Consider Finding of Special Circumstances Applies for Engagement of Professional Services Provider to Design Hexavalent Chromium Treatment.

4.4. Consider Authorizing Replacement of the District's File Server.

- 4.5. Consider Authorizing Early Payoff of the District’s 2015 Meter Loan.
- 4.6. Consider Declaring Specified Assets to be Surplus.
- 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. Leak Repair Report
- 5.1.4. Conservation Report
- 5.1.5. Fair Political Practices Commission Form 806 for Calendar Year 2024
 - 5.1.5.1. Report of Board Member Compensation for Calendar Year 2023
- 5.1.6. Email Confirming Submittal of Preliminary Water Use Efficiency Objectives.
- 5.1.7. Fully Executed Settlement Agreement for 2023 Cost of Living Adjustment.

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 – Garrison (primary)
- 5.2.3. Executive Committee – Garrison, Cline
- 5.2.4. ACWA/JPIA – Cline

6. DIRECTORS’ AND GENERAL MANAGER COMMENTS

7. ADJOURNMENT –

Upcoming meetings:

Executive Committee Meeting

February 14, 2024, Wednesday, 6:00 P.M. Visitors / Depot Center 6730 Front St Rio Linda, CA

Board Meeting

February 26, 2024, Monday, 6:30 P.M. Visitors / Depot Center 6730 Front St Rio Linda, CA



Consent Calendar Agenda Item: 3.1

Date: January 22, 2024

Subject: Minutes

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

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

Current Background and Justification:

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

Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Garrison _____ Young _____

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

**MINUTES OF THE DECEMBER 13, 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/894564747?share=copy>

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 December 13, 2023 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Rio Linda Elverta Recreation and Parks District Community Center 810 Oak Ln, 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 Anthony Cline, Director Vicky Young, Director Mary Harris, General Manager Tim Shaw, Mike Vasquez, Vasquez Engineering, and Legal Counsel were present. Director Cline led the pledge of allegiance.

2. PUBLIC COMMENT–No public member comment.

3. Election of Officers and 2024 Board Member Assignments (1:10)

3.1. The Board will elect officers, President and Vice President of the Board. Following the election of the new officers, the new President (if applicable) will assume the Chair responsibilities for the remainder of the agenda.

(1:18) It was moved by Director Harris and seconded by Director Green to elect the current officers for a consecutive term. Director Young for President and Director Gifford for Vice-President. Directors Green, Young, Harris, Cline and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

3.1.1. Comments from outgoing President. President Young commented that it has only been a few months.

3.1.2. Comments from incoming President. President Young thanked the Board for their help.

3.2. Confirmation of Committee Appointments and other Board Member Assignments The Board will consider voting to confirm appointments and assignment and/or discuss alternative timing / accommodations for ratification of appointment & assignments.

3.2.1.Executive Committee (two Board Members)

(4:10) It was moved by President Young and seconded by Director Gifford to appoint Directors Cline and Harris to the Executive Committee. Directors Green, Young, Harris, Cline and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

3.2.2.Association of California Water Agencies (ACWA)

3.2.3.ACWA Joint Powers Insurance Authority (JPIA)

(6:00) It was moved by Director Gifford and seconded by Director Cline to keep the appointment of Director Cline on the ACWA and JPIA Committees. Directors Green, Young, Harris, Cline and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

3.2.4.Sacramento Groundwater Authority (Primary and Alternate)

(8:12) It was moved by Director Harris and seconded by Director Green to keep the appointment of Director Harris and Director Cline as the alternate. Directors Green, Young, Harris, Cline and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

4.CONSENT CALENDAR (9:55)

4.1. November 27, 2023 Minutes

4.2 October Expenditures**4.3 October Financials**

Comments/Questions –No public comment.

(10:51) It was moved by Director Cline and seconded by Director Green to approve the Consent Calendar. Directors Green, Young, Harris, Cline and Gifford voted yes. The motion passed with a roll call vote of 5-0-0.

5. REGULAR CALENDAR**ITEMS FOR DISCUSSION AND ACTION****5.1 GM Report (11:00)**

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

Comments/Questions – No public comment.

The Board took no action on this item.

5.2 Public Works Projects Report (11:30)

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

Comments/Questions – Directors had general discussion on the report provided.

The Board took no action on this item.

5.3 Consider Authorizing the Annual Inflation Adjustment to Drinking Water Capacity Fees. (16:40)

Comments/Questions – General discussion by a Board.

Comments/Questions – No public comment.

(19:40) It was moved by Director Cline and seconded by Director Green to adopt Revision 6 to Exhibits 1 and 2 of Resolution 2018-03 Drinking Water Capacity Fees. Directors Green, Young, Cline, Harris, and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

5.4 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065 (20:13)

Comments/Questions – No public or Board comments.

6. INFORMATION ITEMS**6.1 District Activities Reports (20:22)**

- 6.1.1 Water Operations Report – Written report provided.
- 6.1.2 Completed and Pending Items Report – Written report provided.
- 6.1.3 Leak Repair Report – Report provided.
- 6.1.4 Conservation Report – Report Provided.
- 6.1.5 ACWA JPIA Recognitions Awards

Comments/Questions – No public comments.

6.2 Board Member Report (21:55)

- 6.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – No action.
- 6.2.2 Sacramento Groundwater Authority – Harris (primary) – No Meeting.
- 6.2.3 Executive Committee – Gifford, Cline – Minutes provided.
- 6.2.4 ACWA/JPIA – Cline – Nothing to report.
- 6.2.5 2023 COLA Negotiation Ad Hoc – Young, Gifford

7 PUBLIC COMMENT PRIOR TO CLOSED SESSION- NO PUBLIC COMMENT. (23:30)

8 CLOSED SESSION - The Board of Directors will meet in Closed Session to discuss the following items:

8.1 CONFERENCE WITH LABOR NEGOTIATORS - (Pursuant to Government Code Section 54957.6) District Negotiators; Shaw, Young, & Gifford. RLECWD Employee General Unit, Teamster Local 150 regarding 2023 Cost of Living Adjustment.

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

The Board reconvened to open session and announced the Board executed the 2023 Cost of Living Adjustment agreement by a vote of 4-1 , Director Harris voting no.

9. DIRECTORS’ AND GENERAL MANAGER COMMENTS – Members of the Board wishing a Merry Christmas.

10. ADJOURNMENT - The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Timothy R. Shaw, Secretary

Vicky Young, President of the Board

DRAFT



**Consent Calendar
Agenda Item: 3.2**

Date: January 22, 2024

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the November 2023 Expenditures report to the January 22nd 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 November 2023.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Garrison _____ Young _____

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

Cash Basis

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

Type	Date	Num	Name	Memo	Amount
Liability Check	11/01/2023	EFT	QuickBooks Payroll Service	For PP Ending 10/28/23 Pay date 11/02/23	19,513.71
Liability Check	11/02/2023	EFT	CalPERS	For PP Ending 10/28/23 Pay date 11/02/23	3,443.03
Liability Check	11/02/2023	EFT	CalPERS	For PP Ending 10/28/23 Pay date 11/02/23	1,285.99
Liability Check	11/02/2023	EFT	Internal Revenue Service	Employment Taxes	7,483.82
Liability Check	11/02/2023	EFT	Employment Development	Employment Taxes	1,425.46
Liability Check	11/02/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,151.44
Bill Pmt -Check	11/02/2023	EFT	Comcast	Phone	105.63
Bill Pmt -Check	11/02/2023	EFT	Ramos Oil Inc.	Transportation Fuel	832.70
Bill Pmt -Check	11/02/2023	EFT	Republic Services	Utilities	131.23
Bill Pmt -Check	11/02/2023	EFT	Voyager Fleet Commander	Transportation Fuel	250.39
Transfer	11/02/2023	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	17,000.00
Transfer	11/02/2023	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	50,984.00
Bill Pmt -Check	11/02/2023	2785	Sacramento County Clerk/Recorder	Lien Fees	260.00
Check	11/02/2023	2787	Customer	Final Bill Refund	1,586.02
Check	11/02/2023	2788	Customer	Hydrant Meter Refund	1,000.00
Check	11/02/2023	2789	Customer	Final Bill Refund	100.24
Bill Pmt -Check	11/02/2023	2790	ABS Direct	Printing & Postage	271.75
Bill Pmt -Check	11/02/2023	2791	ACWA/JPIA Powers Insurance Authority	EAP	24.80
Bill Pmt -Check	11/02/2023	2792	Affordable Heating & Air	Pumping Maintenance	1,634.18
Bill Pmt -Check	11/02/2023	2793	Buckmaster Office Solutions	Office Equipment	81.98
Bill Pmt -Check	11/02/2023	2794	Sacramento County Department of Finance	Fees	27.00
Bill Pmt -Check	11/02/2023	2795	ICONIX Waterworks	Distribution Supplies	3,422.15
Bill Pmt -Check	11/02/2023	2796	Rio Linda Elverta Recreation & Park District	Meeting Fees	100.00
Bill Pmt -Check	11/02/2023	2797	Rio Linda Hardware & Building Supply	Shop Supplies	461.03
Bill Pmt -Check	11/02/2023	2798	Safety-Kleen Systems	Transportation Maintenance	340.48
Bill Pmt -Check	11/02/2023	2799	SMUD	Utilities	22,260.45
Bill Pmt -Check	11/02/2023	2800	UniFirst Corporation	Uniforms	590.00
Bill Pmt -Check	11/02/2023	2801	Vanguard Cleaning Systems	Janitorial	195.00
Bill Pmt -Check	11/02/2023	2802	Vasquez Engineering	Engineering	5,000.00
Bill Pmt -Check	11/02/2023	2803	Verizon Wireless	Internet	45.06
Bill Pmt -Check	11/02/2023	2804	County of Sacramento	Capital Improvement: Pipeline Replacement	453.00
Bill Pmt -Check	11/02/2023	2805	EKI Environment & Water	Capital Improvement: Well 16	81,521.50
Bill Pmt -Check	11/02/2023	2806	Rawles Engineering	Capital Improvement: Pipeline Replacement	151,583.75
Liability Check	11/15/2023	EFT	QuickBooks Payroll Service	For PP Ending 11/11/23 Pay date 11/16/23	18,534.94
Liability Check	11/16/2023	EFT	CalPERS	For PP Ending 11/11/23 Pay date 11/16/23	3,443.03
Liability Check	11/16/2023	EFT	CalPERS	For PP Ending 11/11/23 Pay date 11/16/23	1,285.99
Liability Check	11/16/2023	EFT	Internal Revenue Service	Employment Taxes	7,065.86
Liability Check	11/16/2023	EFT	Employment Development	Employment Taxes	1,309.92
Liability Check	11/16/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,137.76
Bill Pmt -Check	11/16/2023	EFT	Adept Solutions	Computer	1,342.01
Liability Check	11/16/2023	EFT	Kaiser Permanente	Health Insurance	2,387.06
Bill Pmt -Check	11/16/2023	EFT	PG&E	Utilities	60.25

Cash Basis

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

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	11/16/2023	EFT	Ramos Oil Inc.	Transportation Fuel	718.60
Liability Check	11/16/2023	EFT	Western Health	Health Insurance	12,192.52
Bill Pmt -Check	11/16/2023	EFT	Umpqua Bank Credit Card	Computer, Office, Shop Supplies	820.01
Bill Pmt -Check	11/16/2023	EFT	Verizon	Field Communication, Field IT	571.36
Check	11/16/2023	2807	Customer	Final Bill Refund	16.86
Check	11/16/2023	2808	Customer	Final Bill Refund	140.02
Check	11/16/2023	2809	Customer	Refund Overpayment	6,000.00
Bill Pmt -Check	11/16/2023	2810	BSK Associates	Lab Fees	1,768.50
Bill Pmt -Check	11/16/2023	2811	Chacon, Socorro	Notary Fees	325.00
Bill Pmt -Check	11/16/2023	2812	Corelogic Solutions	Subscription	100.00
Bill Pmt -Check	11/16/2023	2813	Intermedia.net	Phone	92.31
Bill Pmt -Check	11/16/2023	2814	Maze & Associates	Auditor Fees	2,100.00
Bill Pmt -Check	11/16/2023	2815	RW Trucking	Distribution Supplies	739.45
Bill Pmt -Check	11/16/2023	2816	Sacramento County Utilities	Utilities	113.70
Bill Pmt -Check	11/16/2023	2817	Sierra Chemical Company	Treatment	1,386.00
Bill Pmt -Check	11/16/2023	2818	Spok Inc.	Field Communication	15.69
Bill Pmt -Check	11/16/2023	2819	USA BlueBook	Pumping Maintenance	9.00
Bill Pmt -Check	11/16/2023	2820	White Brenner	Legal Services	1,057.60
Bill Pmt -Check	11/16/2023	2821	Metron-Farnier	Capital Improvement: Small Meter Replacements	6,560.00
Check	11/24/2023	EFT	Wageworks	FSA Administration Fee	76.25
Liability Check	11/29/2023	EFT	QuickBooks Payroll Service	For PP Ending 11/25/23 Pay date 11/30/23	18,196.56
Liability Check	11/30/2023	EFT	CalPERS	For PP Ending 11/25/23 Pay date 11/30/23	3,280.40
Liability Check	11/30/2023	EFT	CalPERS	For PP Ending 11/25/23 Pay date 11/30/23	1,285.99
Liability Check	11/30/2023	EFT	Internal Revenue Service	Employment Taxes	6,902.14
Liability Check	11/30/2023	EFT	Employment Development	Employment Taxes	1,325.80
Liability Check	11/30/2023	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,096.93
Liability Check	11/30/2023	EFT	Principal	Dental & Vision Insurance	1,793.01
Bill Pmt -Check	11/30/2023	EFT	Ramos Oil Inc.	Transportation Fuel	377.66
Check	11/30/2023	2822	VOID	VOID	0.00
Check	11/30/2023	2823	Customer	Hydrant Meter Deposit Refund	1,000.00
Bill Pmt -Check	11/30/2023	2824	Buckmaster Office Solutions	Office Equipment	92.46
Bill Pmt -Check	11/30/2023	2825	Pacific Shredding	Office Expense	40.32
Bill Pmt -Check	11/30/2023	2826	RDO Equipment Co.	Construction Equipment Repair	8,113.22
Bill Pmt -Check	11/30/2023	2827	Rio Linda Elverta Recreation & Park Dist	Meeting Fee	50.00
Bill Pmt -Check	11/30/2023	2828	VOID	VOID	0.00
Bill Pmt -Check	11/30/2023	2829	Unifirst Corporation	Uniforms	416.40
Bill Pmt -Check	11/30/2023	2830	Verizon	Field IT	46.14
Total 10020 - Operating Account Budgeted Expenditures					492,952.51

Check	11/02/2023	2786	Teamsters	Union Dues	748.00
Liability Check	11/02/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53

Cash Basis

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

Type	Date	Num	Name	Memo	Amount
Liability Check	11/15/2023	EFT	AFLAC	Employee Funded Premiums	745.84
Liability Check	11/16/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
Liability Check	11/30/2023	EFT	California State Disbursement Unit	Employee Garnishment	227.53
EFT	11/30/2023	EFT	WageWorks	FSA Expenditures - Employee Funded	2,152.37
Total 10020 - Operating Account Non-Budgeted Expenditures: Employee Paid Pass-throughs					<u>4,328.80</u>

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

Type	Date	Num	Payee	Memo	Amount
Transfer	11/02/2023	EFT	RLECWD	Funds Transfer to refund operating account for Well 16 Disbursements	81,521.50

10385 - Pacific Premier Bank Checking **81,521.50**

Type	Date	Num	Payee	Memo	Amount
Transfer	11/16/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2821	6,560.00

10475 - Capital Improvement-Umpqua Bank **6,560.00**

Type	Date	Num	Payee	Memo	Amount
Transfer	11/02/2023	EFT	RLECWD	Capital Improvement Transfer for Funds paid with Operating: Refer to check 2806	151,583.75

10490 - Future Capital Improvement Projects-Umpqua Bank **151,583.75**



Consent Calendar Agenda Item: 3.3

Date: January 22, 2024

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee forwarded the Financial Report onto the January 22nd 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 November 2023.

Board Action / Motion

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

Accrual Basis

Rio Linda Elverta Community Water District

Balance Sheet

As of November 30, 2023

ASSETS

Current Assets

100 - Cash & Cash Equivalents	
10000 - Operating Account	
10020 - Operating Fund-Umpqua	1,704,119.53
Total 10000 - Operating Account	<u>1,704,119.53</u>
10475 - Capital Improvement	
10480 - General	627,766.78
10485 - Vehicle Replacement Reserve	27,948.49
Total 10450 - Capital Improvement	<u>655,715.27</u>
Total 100 - Non-Restricted Cash & Cash Equivalents	2,359,834.80

102 - Restricted Assets

102.2 - Restricted for Debt Service	
10700 - ZIONS Inv/Surcharge 1 Reserve	507,104.92
10300 - Surcharge 1 Account	1,047,885.08
10350 - Umpqua Bank - Revenue Bond	35,987.43
10380 - Surcharge 2 Account	398,263.76
Total 102.2 - Restricted for Debt Service	<u>1,989,241.19</u>
102.4 - Restricted Other Purposes	
10385 - Available Funding Cr6 Projects #1	476,648.70
10481 - Available Funding Cr6 Projects #2	505,000.00
10490 - Future Capital Imp Projects	1,237,383.66
10600 - LAIF Account - Capacity Fees	826,957.18
10650 - Operating Reserve Fund	337,470.72
Total 102.4 - Restricted Other Purposes	<u>3,383,460.26</u>
Total 102 - Restricted Assets	5,372,701.45

Accounts Receivable 0.00

Other Current Assets

12000 - Water Utility Receivable	667,675.65
12200 - Accrued Revenue	0.00
12250 - Accrued Interest Receivable	3,221.44
15000 - Inventory Asset	49,574.32
16000 - Prepaid Expense	82,534.48
Total Other Current Assets	<u>803,005.89</u>

Total Current Assets 8,535,542.14

Fixed Assets

17000 - General Plant Assets	685,384.68
17100 - Water System Facilities	25,221,550.97
17300 - Intangible Assets	383,083.42
17500 - Accum Depreciation & Amort	-11,848,271.81
18000 - Construction in Progress	873,029.55
18100 - Land	576,672.45
Total Fixed Assets	<u>15,891,449.26</u>

Other Assets

18500 - ADP CalPERS Receivable	440,000.00
19000 - Deferred Outflows	1,106,047.00
19900 - Suspense Account	0.00
Total Other Assets	<u>1,546,047.00</u>

TOTAL ASSETS 25,973,038.40

Accrual Basis

Rio Linda Elverta Community Water District

Balance Sheet

As of November 30, 2023

LIABILITIES & NET POSTION

Liabilities

Current Liabilities

Accounts Payable	22,293.78
Credit Cards	66.00
Other Current Liabilities	953,098.21

Total Current Liabilities	975,457.99
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Long Term Liabilities

23000 - OPEB Liability	37,482.00
23500 - Lease Buy-Back	508,777.27
25000 - Surcharge 1 Loan	2,708,943.73
25050 - Surcharge 2 Loan	2,085,040.16
26000 - Water Rev Refunding	1,349,516.00
26500 - ADP CalPERS Loan	410,000.00
27000 - AMI Meter Loan	85,138.71
29000 - Net Pension Liability	824,024.00
29500 - Deferred Inflows-Pension	97,916.00
29600 - Deferred Inflows-OPEB	44,171.00

Total Long Term Liabilities	8,151,008.87
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Total Liabilities	9,126,466.86
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Net Position

31500 - Invested in Capital Assets, Net	9,494,326.46
32000 - Restricted for Debt Service	705,225.24
38000 - Unrestricted Equity	6,140,305.30
Net Income	506,714.54

Total Net Position	16,846,571.54
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TOTAL LIABILITIES & NET POSTION	25,973,038.40
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Accrual Basis

Rio Linda Elverta Community Water District
Operating Profit & Loss Budget Performance
As of November 30, 2023

	<u>Annual Budget</u>	<u>Nov 23</u>	<u>YTD Jul 23-Nov 23</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	3,146,600.00	367,366.38	1,444,036.59	45.89%	1,702,563.41
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	35.00	3.07	16.99	48.54%	18.01
Surcharg Total 41110 · Investment Revenue	35.00	3.07	16.99	48.54%	18.01
41120 · Property Tax	138,263.00	0.00	3,421.07	2.47%	134,841.93
Total 41000 · Nonoperating Revenue	138,298.00	3.07	3,438.06	2.49%	134,859.94
Total Income	<u>3,284,898.00</u>	<u>367,369.45</u>	<u>1,447,474.65</u>	<u>44.07%</u>	<u>1,837,423.35</u>
Gross Income	3,284,898.00	367,369.45	1,447,474.65	44.07%	1,837,423.35
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	160,300.00	6,057.60	46,178.40	28.81%	114,121.60
60100 · Personnel Services					
60110 · Salaries & Wages	823,268.00	89,240.16	316,521.82	38.45%	506,746.18
60150 · Employee Benefits & Expense	506,547.00	44,737.46	166,455.44	32.86%	340,091.56
Total 60100 · Personnel Services	<u>1,329,815.00</u>	<u>133,977.62</u>	<u>482,977.26</u>	<u>36.32%</u>	<u>846,837.74</u>
60200 · Administration	240,360.00	11,129.96	106,428.95	44.28%	133,931.05
64000 · Conservation	335.00	0.00	333.84	99.65%	1.16
65000 · Field Operations	539,900.00	33,659.20	251,519.24	46.59%	288,380.76
Total 60000 · Operating Expenses	2,270,710.00	184,824.38	887,437.69	39.08%	1,383,272.31
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	156,908.00	63,908.00	63,908.00	40.73%	93,000.00
69110 · Interest	44,087.00	22,521.04	22,521.04	51.08%	21,565.96
Total 69100 · Revenue Bond	<u>200,995.00</u>	<u>86,429.04</u>	<u>86,429.04</u>	<u>43.00%</u>	<u>114,565.96</u>
69125 · AMI Meter Loan					
69130 · Principle	54,602.00	0.00	27,076.91	49.59%	27,525.09
69135 · Interest	3,912.00	0.00	2,180.05	55.73%	1,731.95
Total 69125 · AMI Meter Loan	<u>58,514.00</u>	<u>0.00</u>	<u>29,256.96</u>	<u>50.00%</u>	<u>29,257.04</u>
69200 · PERS ADP Loan					
69205 · Principle	30,000.00	0.00	0.00	0.00%	30,000.00
69210 · Interest	1,628.00	0.00	0.00	0.00%	1,628.00
Total 69100 · PERS ADP Loan	<u>31,628.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>31,628.00</u>
Total 69010 · Debt Service	291,137.00	86,429.04	115,686.00	39.74%	175,451.00
69400 · Other Non-Operating Expense	2,300.00	0.00	0.00	0.00%	2,300.00
Total 69000 · Non-Operating Expenses	293,437.00	86,429.04	115,686.00	39.42%	177,751.00
Total Expense	<u>2,564,147.00</u>	<u>271,253.42</u>	<u>1,003,123.69</u>	<u>39.12%</u>	<u>1,561,023.31</u>
Net Ordinary Income	<u>720,751.00</u>	<u>96,116.03</u>	<u>444,350.96</u>		
Net Income	<u><u>720,751.00</u></u>	<u><u>96,116.03</u></u>	<u><u>444,350.96</u></u>		

Accrual Basis

Rio Linda Elverta Community Water District
CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2023-24
 As of November 30, 2023

	GENERAL		VEHICLE & LARGE EQUIPMENT REPLACEMENT		FUTURE CAPITAL IMPROVEMENT PROJECTS		HEXAVALENT CHROMIUM MITIGATION	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
FUNDING SOURCES								
Fund Transfers								
Operating Fund Transfers In	611,800.00	254,920.00	-	-	-	-	-	-
CIP Fund Intrafund Transfers	(362,645.00)	-	10,000.00	-	352,645.00	-	-	-
PERS ADP Loan Payment								
Principle					30,000.00	-	-	-
Interest					1,628.00	-	-	-
Investment Revenue	85.00	43.99	-	-	175.00	62.36	-	-
PROJECTS								
A · WATER SUPPLY								
A-1 · Miscellaneous Pump Replacements	40,000.00	-						
Total A · WATER SUPPLY	40,000.00	-	-	-	-	-	-	-
B · WATER DISTRIBUTION								
B-1 · Service Replacements	30,000.00	-	-	-	-	-	-	-
B-2 · Small Meter Replacements	120,000.00	6,560.00	-	-	-	-	-	-
B-3 · Large Meter Replacements	5,000.00	-	-	-	-	-	-	-
B-4 · Pipeline Replacement	-	-	-	-	366,000.00	358,947.25	-	-
B-5 · Cathodic Protection Replacement - L Street Tower	45,000.00							
B-6 · Raising/Lowering Valve Covers	40,000.00							
B-7 · Well 15 Cr6 Treatment-Design	-	-	-	-	-	-	75,000.00	-
Total B · WATER DISTRIBUTION	240,000.00	6,560.00	-	-	366,000.00	358,947.25	75,000.00	-
TOTAL BUDGETED PROJECT EXPENDITURES	280,000.00	6,560.00	-	-	366,000.00	358,947.25	75,000.00	-



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

Date: January 22, 2024
Subject: General Manager’s Report
Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

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

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



Date: January 22, 2024

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. Time off over the holidays limited the number of meetings for this reporting period.

1. On January 10th , I participated in a meeting of the Water Forum. The meeting lasted more than 2 hours. There was considerable discussion on future funding and the differentiation between effort and results for improving the American River ecosystem health.
2. On January 10th (evening), The Contract District Engineer and I participated in the monthly meeting of the Executive Committee.

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

- Multiple requests for information from Sacramento County Planning regarding the District's capacity to support the County's affordable housing plans..
- Yet another unfunded mandate from the state.

Fuel prices seem to have leveled off. Inflation has begun to tick back up.



Items for Discussion and Action

Agenda Item: 4.2

Date: January 22, 2024

Subject: Public Works Projects Report

Contact: Mike Vasquez

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

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

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



VASQUEZ ENGINEERING
PO BOX 1808
ROCKLIN, CA 95677
PHONE: 530-682-9597
gmvasquez@vasquez-engineering.com

17 January 2024

DISTRICT ENGINEER'S REPORT

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

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

Subject: **District Engineer's Report for the 22 January 2024 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 07 December 2023 to 17 January 2024:

1. General District Engineering:

- a. **Water Use Efficiency Objective:** Staff submitted an Interim Annual Water Use Report on 12/30/2023 as required by DWR by 1/1/2024. The report submitted was less complex than the regulations reflect. The simplification is due to the State's delay in finalizing water use efficiency objectives. As such, only approximately 10% of DWR's report template was completed and is relevant until the State finalizes the objectives on or about July 2024.
- b. **Well 15 Hexavalent Chromium Treatment Project:** Staff met with a treatment consultant on 12/13/2023 to discuss the feasibility of treating hexavalent chromium at the Well 15 site. This item will be further discussed under a separate agenda item at the 1/22/2024 Board Meeting.
- c. **2023/2024 FY Dry Creek Road Pipeline Replacement Project:** Staff has been in communication with the construction contractor to verify the availability of pipeline materials for the project anticipated to commence in August 2024. Currently, pipeline materials are not impacted by supply chain issues. As previously stated to the Board, the next pipeline project will install approximately 500 feet of 8-inch diameter ductile iron water main and appurtenances on Dry Creek Road to the Q Street intersection.
- d. **L Street Reservoirs Cathodic Protection:** Staff is in communication with Two Brothers Cathodic Service, Inc. to confirm a bid provided to perform cathodic protection (CP) maintenance services for both tanks. Anticipated work includes maintenance of the CP system for the ground level tank and replacement of the CP system for the elevated tank since it is approximately 35 years old and has reached its normal life expectancy. Budgets for this anticipated work were included in the 2023/2024 Fiscal Year District Budget. It has been determined that the cellular company does not share any responsibility to maintain the elevated tank, therefore the District will be responsible for the cost of the proposed CP system replacement.

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

Respectfully,

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



Items for Discussion and Action

Agenda Item: 4.3

Date: January 22, 2024

Subject: Engagement of Design Engineer for Hexavalent Chromium Treatment

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee discussed the method of engagement for design of the Hexavalent Chromium treatment system. The Committee forwarded the item onto the January 22nd Board agenda.

Current Background and Justification:

The California Public Contracts Code and generally accepted protocols for public agency contracting stipulate that Requests for Proposals for certain professional services be evaluated primarily on the basis of qualifications, i.e. the price is to be evaluated separately and only after the qualifications have been evaluated.

District Policy 3.08.600, section 5 describes “Special Circumstances” under which the Board may waive the competitive bidding requirements. One of the Special Circumstances stipulated is when the District reasonably believes that there is an “absence of any fiscal or competitive advantage” in conducting an RFP process.

The General Manager and the Contract District Engineer recommend that the Board find the Special Circumstances of District policy 3.08.600 applies to the engagement of an engineering firm for design of Hexavalent Chromium treatment facilities.

District policy 3.08.600 and California Public Contracts Code, section 10344 are documents associated with this item.

Conclusion:

Sample Motion - Move to find that the Special Circumstances section of policy 3.08.600 applies to the engagement of an engineering firm to design the Hexavalent Chromium treatment facilities.

Alternative Motion – Move to direct staff to draft a Request for Proposals for design of Hexavalent Chromium treatment facilities to be considered by the Board at a future Board meeting.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

PUBLIC CONTRACT CODE - PCC**DIVISION 2. GENERAL PROVISIONS [1100 - 22355]**

(Division 2 enacted by Stats. 1981, Ch. 306.)

PART 2. CONTRACTING BY STATE AGENCIES [10100 - 19150]

(Heading of Part 2 added by Stats. 1982, Ch. 1120, Sec. 6.)

CHAPTER 2. State Acquisition of Goods and Services [10290 - 10490]

(Heading of Chapter 2 amended by Stats. 2000, Ch. 776, Sec. 4.)

ARTICLE 4. Contracts for Services [10335 - 10381]

(Heading of Article 4 amended by Stats. 2000, Ch. 759, Sec. 1.)

10344.

(a) Contracts subject to the provisions of this article may be awarded under a procedure that makes use of a request for proposal. State agencies that use this procedure shall include in the request for proposal a clear, precise description of the work to be performed or services to be provided, a description of the format that proposals shall follow and the elements they shall contain, the standards the agency will use in evaluating proposals, the date on which proposals are due and the timetable the agency will follow in reviewing and evaluating them.

State agencies that use a procedure that makes use of a request for proposal shall evaluate proposals and award contracts in accordance with the provisions of subdivision (b) or (c). No proposals shall be considered that have not been received at the place, and prior to the closing time, stated in the request for proposal.

(b) State agencies that use the evaluation and selection procedure in this subdivision shall include in the request for proposal, in addition to the information required by subdivision (a), a requirement that bidders submit their proposals with the bid price and all cost information in a separate, sealed envelope.

Proposals shall be evaluated and the contract awarded in the following manner:

(1) All proposals received shall be reviewed to determine those that meet the format requirements and the standards specified in the request for proposal.

(2) The sealed envelopes containing the bid price and cost information for those proposals that meet the format requirements and standards shall then be publicly opened and read.

(3) The contract shall be awarded to the lowest responsible bidder meeting the standards.

(c) State agencies that use the evaluation and selection procedure in this subdivision shall include in the request for proposal, in addition to the information required by subdivision (a), a description of the methods that will be

used in evaluating and scoring the proposals. Any evaluation and scoring method shall ensure that substantial weight in relationship to all other criteria utilized shall be given to the contract price proposed by the bidder.

Proposals shall be evaluated and the contract awarded in the following manner:

(1) All proposals shall be reviewed to determine which meet the format requirements specified in the request for proposal.

(2) All proposals meeting the formal requirements shall then be submitted to an agency evaluation committee which shall evaluate and score the proposals using the methods specified in the request for proposal. All proposals and all evaluation and scoring sheets shall be available for public inspection at the conclusion of the committee scoring process.

(3) The contract shall be awarded to the bidder whose proposal is given the highest score by the evaluation committee.

(d) Nothing in this section shall require the awarding of the contract if no proposals are received containing bids offering a contract price that in the opinion of the state agency is a reasonable price.

(e) (1) In addition to the information required by subdivision (a), a request for proposal for a contract that involves the furnishing of equipment, materials, or supplies shall contain the following statement:

“It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code.”

(2) On and after March 31, 2010, and until December 31, 2011, if a request for proposal does not contain the statement required by paragraph (1), the awarding agency shall report this error to the department within 30 days of the date the awarding agency discovers this error.

(3) The department shall post in the State Contracting Manual instructions for including the statement required by paragraph (1) in all affected contracts.

(4) The statement required by paragraph (1) shall be deemed to be part of a request for proposal even if the statement is inadvertently omitted from the request for proposal.

(Amended by Stats. 2009, Ch. 490, Sec. 5. (AB 926) Effective January 1, 2010.)

Item 4.3.2

Excerpt from RLECWD Policy Manual, Section 3.08.600 Exceptions to Standard Purchasing Procedures

Policy Manual – Revised 7-18-22

- F. The specific method and techniques to be employed by the consultant on the project or problem.
- G. Ability of the consultant to provide appropriate insurance in adequate amounts, including errors and omissions if applicable.
- H. Responsiveness to the RFP/RFQ.

The report to the Board shall summarize the basis for staff's consultant selection recommendation and the ranking of the consultants based upon these criteria.

3. Renewal of Contracts for Professional Services

The District may, after following required consultant selection procedures, enter into Professional Services agreements which contain provisions authorizing their extension or renewal. Recommendations to extend or renew an existing a Professional Services agreement should include a written evaluation of the work performed by the consultant as well as a determination that the rationale for providing for the renewal option in the existing contract remains valid and that the fees being charged are comparable to fees for similar services offered by other consultants at the time of renewal or extension. A contract renewal recommendation shall be entered on the contract amendment. If the total amount of the contract renewal does not exceed \$25,000, the Purchasing Agent or his/her authorized designee may execute a contract amendment to formalize the renewal. If the total amount of the original agreement and any amendments exceed \$25,000, prior Board approval must be obtained.

4. Conflict of Law

These procedures are not applicable where superseded by local, state or federal law, where the terms of grant funding provide for the use of other consultant selection procedures, or where the District is obligated to select consultants through the use of different procedures, such as the requirements of an insurance or self-insurance program.

5. Special Circumstances

These professional consultant selection procedures are not applicable when if it is appropriate and in the best interest of the District under the specific circumstances of the project at issue, to limit the number of consultants solicited. Examples of such specific circumstances may include the following: (a) the need to take immediate action on a project precludes the District's ability to follow these procedures; (b) the absence of any fiscal or competitive advantage in following these procedures; (c) only one consultant is known to be available and capable of providing needed services within the required time; (d) the services to be provided are so unique that only one known consultant is qualified and available to perform them; or (e) the terms of a legal mandate or negotiated agreement require the use of a particular consultant. The basis for such action shall be documented in writing and noted in the contract and approved by the Purchasing Agent or designee. When Board approval is required, the documented basis for such action shall be included in the report to the Board.

6. Prequalified Consultant File

District staff may maintain a current file of consultants in their appropriate professional services categories after the selection procedures have been followed in this policy and a determination made that a consultant is qualified and competent. District staff may maintain this "prequalified consultant" file for a period of two (2) years from determination of the qualification of such consultant. District may select a prequalified consultant from this file for services.



Items for Discussion and Action

Agenda Item: 4.4

Date: January 22, 2024

Subject: Consider Authorizing Replacement of the District's File Server

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee received an analysis of server replacement options from Adept Solutions at the 1-10-2024 meeting. The Committee forwarded the item to the January 22nd Board agenda.

Current Background and Justification:

The current fileserver was purchased in 2017. The original warranty has expired, and the unit is nearing the end of its extended warranty (Dell extends the warranty for a fee).

Adept Solutions was tasked with evaluating file server replacement options. Options evaluated included replacing the server with a cloud-based option, replacing the server with another on-premises server and a hybrid combination of on-premises and cloud-based options. Adept Solutions and staff recommend the hybrid option.

The Adept Solutions analysis includes pros and cons of each option. One of the limiting paths is the District's billing software, Continental Utility Systems Inc (CUSI), which accesses the water consumption data on the file server. The CUSI needs result in cost prohibitive charges to convert exclusively to a cloud server. Therefore, the recommended hybrid option replaces the 7-year-old on-premises server, updates server software, and expands the current use of Microsoft Office 365. The expansion of reliance on Office 365 is intended to increase protections against cybercrimes and in anticipation that a complete transition to a cloud-based server may be more feasible in 5 to 7 years when the on-premises server needs replaced again.

Funding currently exists to initiate the transition now. However, the Board would need to approve a budget revision because sufficient funding was not allocated to server replacement in the FY 2023/2024 budget adoption in September 2023. Baring major component failures, the server replacement can wait until the next budget adoption cycle in August 2024. NOTE: the quoted costs in the Adept Solutions analysis may increase if the Board decides to wait until the next fiscal year (August 2024).

In a related matter, the District needs to discuss existing policies mandating the use of District email domain for conducting District business. Mandating such is well-reasoned, but a Board Member’s protracted refusal to use the District email domain results in monthly charges for a user who never uses the District’s email domain, which is a waste of public resources.

Conclusion:

Sample Motion - Move to authorize replacing the District’s file server via the hybrid option recommended by Adept Solutions, and further move to authorize a budget revision commensurate with the quoted costs.

Alternative Motion - Move to authorize replacing the District’s fileserver via the hybrid option recommended by Adept Solution, and direct staff to include sufficient funding for server replacement when the FY 2024/2025 budget is drafted.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



RLEC Water District

Hybrid (Quote 4)

Simple. Powerful. IT.  Compete. Protect. Grow.

Prepared by:
Geoff Granger
December 7

2023

001901 Version 1



Overview

Rio Linda Elverta Community Water District requested a 4th option that may be more within budget. Following quote is a mixture of cloud and on-premise solutions. CUSI will remain hosted via an on-premise server. Server has been designed to only host SQL and CUSI applications & data. As this is a single physical server, We are able to take advantage of Microsoft SQL Perpetual licensing rather than having to move to a subscription based model. This allows for a one time purchase of SQL for 4 cores at about \$4500 rather than a yearly subscription costing about the same. Please note, the SQL cost is bundled with the cost of the Dell server itself. This is to allow for getting the best pricing available for the license.

Other roles such as file server hosting, active directory, etc. will still be moved to Microsoft 365 and Intune. This will allow secure, collaborative access to word docs, spreadsheet, pdfs, etc. from anywhere. Data will be stored in Microsoft 365 SharePoint and One Drive. A 3rd party backup solution will be deployed to ensure data is protected from malicious events. Rio Linda Elverta Community Water District will then have most all items cloud based. Plan may be to eventually move CUSI to the cloud once CUSI has their alternative cloud-based offering properly rolled out. The alternative cloud-based offering will not require RLEC to deploy a virtual infrastructure for hosting CUSI in the cloud.

Project is estimated at roughly 100 hours.

Scope of Work

Details

PM/Sales

Project Management

Create a schedule for the tasks, deadlines and resources needed to complete everything on time. Monitoring project from start to end. Ensure project proceeds as planned with ongoing check-ins.

Kick Off Meetings

Internal meeting to go over plan and timeline with team. External meeting with client to confirm timeline and set expectations.

Domain Protection

Setup 3rd party backup solution of M365 environment.

One Drive

Training

Training of basic One Drive features, access, and use.

Scope of Work

Details

Migration (File Redirection)

Migrating data to One Drive from user data redirected to a local server/file share.

SharePoint

Site Design Setup

Review of current data structures, planning out SharePoint structure and permissions, base review of how users will access data.

Migration (File Server)

Data sync from file server to agreed upon SharePoint site structures and review

Training

Basics of working with SharePoint

Teams

Teams Design Setup

Initial Teams design and setup review with partner.

Training

Basic of working with Teams.

Intune

Policy Setup

Base Intune policy setup using best practices. Creation of policies to push out partner required applications, web shortcuts, security requirements, etc. Review with partner.

Device Enrollment (Windows)

Enrollment of all partner owned desktops and laptops. Device OS will be clean installed for optimal enrollment with Intune.

Server and Applications

InShop Pre-Deployment

Initial setup, updating, configuration, etc.

Onsite Deployment

Physical onsite deployment and base network connectivity.

SQL Deployment

Installation of Microsoft SQL 2022 and configuration based on CUSI requirements.

Scope of Work

Details
<p>Server Data Review Review all shared data on Diamon2017 server with RLEC team and archive unneeded data to an encrypted external HDD prior to data migration to the cloud.</p>
<p>CUSI Migration Working with CUSI team to migrate CUSI application and data to new on-premise server.</p>
<p>Server Decommission Proper decommissioning of Diamond2017 server.</p>
Day 1+ Support
<p>Day 1 Support Half day engineer on site.</p>
Quality Control
<p>Documentation Review and ensure documentation for all network/process changes updated.</p>
<p>A <u>-\$2,761.00</u> discount has been applied due to your agreement with us.</p>
Subtotal: \$10,639.00

M365 + Backup

Product	Details	Recurring Price	Qty	Recurring Total
Microsoft 365 Business Premium [NCE]	<p>Microsoft 365 Business Premium - 12 Month Commitment Terms Best for businesses that need everything included in Business Standard plus advanced cyberthreat protection and device management.</p> <p>12-Month Commitment Terms Decreases in the quantity of licenses can only be adjusted on the yearly renewal date.</p> <p>NOTE: This will replace the M365 Business Standard Licenses. Pricing per user based on a 1-year commitment term. Normally \$26.40 per month per user.</p>	\$22.00	7	\$154.00

M365 + Backup

Product	Details	Recurring Price	Qty	Recurring Total
M365 Backup	Sass Protection Time-Based Retention	\$3.00	7	\$21.00
Monthly Subtotal:				\$175.00

Hardware

Product	Details	Price	Qty	Total Price
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Hardware

Product	Details	Price	Qty	Total Price
<p>PowerEdge T350 Tower Server</p>	<p>PowerEdge T350 Tower Server Trusted Platform Module:Trusted Platform Module 2.0 V3 Chassis Configuration:3.5" Chassis with up to 8 Hot Plug Hard Drives and AIC PERC, hot-plug PSU Processor:IntelREG XeonREG E-2314 2.8GHz, 8M Cache, 4C/4T, Turbo (65W), 3200 MT/s Processor Thermal Configuration:Standard Heatsink Memory Configuration Type:Performance Optimized Memory DIMM Type and Speed:3200MT/s UDIMM Memory Capacity:(2) 16GB UDIMM, 3200MT/s, ECC RAID Configuration:C1, No RAID for HDDs/SSDs (Mixed Drive Types Allowed) RAID/Internal Storage Controllers:PERC H355 Adapter FH Hard Drives:(5) 480GB SSD SATA Mix Use 6Gbps 512 2.5in Hot-plug AG Drive,3.5in HYB CARR, 3 DWPD BIOS and Advanced System Configuration Settings:Performance BIOS Setting Advanced System Configurations:No Energy Star Advanced System Configurations:UEFI BIOS Boot Mode with GPT Partition Power Supply:Dual, Hot-Plug, Redundant Power Supply (1+1), 600W Power Cords:(2) NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America Motherboard:PowerEdge T350 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM Additional Network Cards:On-Board Broadcom 5720 Dual Port 1Gb LOM Boot Optimized Storage Cards:BOSS-S2 controller card + with 2 M.2 240GB (RAID 1) Boot Optimized Storage Cards:BOSS-S2 controller card + with 2 M.2 240GB (RAID 1) Operating System:Windows Server 2022 Standard,16CORE,FI,No Med,No CAL, Multi Language OS Media Kits:Windows Server 2022 Standard,16CORE,DF Recovery Image, Multi Lang, (Downgrade not included) Database Software:Microsoft SQL Server 2022 Standard, 4 CORE, OEM, NFI, ENGLISH Client Access Licenses:5-pack of Windows Server 2022/2019 User CALs (Standard or Datacenter) Embedded Systems Management:iDRAC9, Enterprise 15G Password:iDRAC,Factory Generated Password, No OMR IDRAC Service Module:iDRAC Service Module (ISM), NOT Installed Internal Optical Drive:DVD+/-RW, SATA, Internal Shipping Material:PowerEdge T350 Shipping Material Extended Service:ProSupport and Next Business Day Onsite Service, 60 Month(s)</p>	<p>\$11,375.21</p>	<p>1</p>	<p>\$11,375.21</p>

Hardware

Product	Details	Price	Qty	Total Price
STGX1000400	Seagate 1 TB (Drive for archival of old data.)	\$71.94	1	\$71.94
			Subtotal:	\$11,447.15

Hybrid (Quote 4)



Prepared by:
Adept Solutions
 Geoff Granger
 (530) 751-5100
 Fax 530-313-5447
geoff@adept-solutions.net

Prepared for:
RLEC Water District
 730 L St.
 Rio Linda, CA 95673
 Timothy Shaw
 (916) 991-8891
gm@rlecwd.com

Quote Information:
Quote #: 001901
 Version: 1
 Delivery Date: 12/07/2023
 Expiration Date: 12/16/2023

Quote Summary	Payments	Interval	Amount
Agreement			
Agreement Changes	1	Monthly	\$175.00
Hardware			
Hardware	1	One-Time	\$12,277.07
Project			
Project Labor	1	One-Time	\$10,639.00



**Items for Discussion and Action
Agenda Item: 4.5**

Date: January 22, 2024

Subject: Early Payoff of the District’s 2015 Meter Loan

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee discussed the proposed early payoff of the 2015 meter loan. Discussion included the benefits of doing so.

The Executive Committee forwarded the item onto the January 22nd Board agenda.

Current Background and Justification:

The District borrowed money to fund upgrading its water metering system to an Automated Metering Information (AMI) system. The District budgets and funds semi-annual loan payments paid in January and July of each year. The final payment is scheduled for July 2025. The January 2024 payment is due on January 23rd.

The semi-annual payments are approximately \$29,000 each. If the Board authorizes early payoff, the savings to the District ratepayers is approximately \$2,600 from avoided interest.

Additional benefits for early payoff include the avoided need to fund payments in July 2024, January 2025 and July 2025. This would be reflected positively in the next audit and would create unrestricted revenue in the next two fiscal years from the elimination of debt and debt payments.

Conclusion:

Sample Motion – Move to authorize early payoff of the District’s 2015 meter loan.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



P.O. Box 3428
 Ontario, CA 91761
 cbbank.com

December 26, 2023

045 - Sacramento
 Kelly Teangh

Re: Rio Linda/Elverta Community WA
 Loan No. 9020103600
 Collateral: **UNSECURED**

In reply to your request for demand figures, we furnish you with the following information:

Principal		\$	112,649.91
Current Interest Due	1/24/2024	\$	1,791.14

Interest Due at the rate of \$9.7004 per diem until date payment is received at this office. Upon receipt of Payoff, we will instruct our Trustee to issue a reconveyance and file for recording :

Net Payoff Amount as of:	1/24/2024	\$	114,441.05
---------------------------------	------------------	-----------	-------------------

Please wire funds to: Citizens Business Bank : Attn: Loan Servicing #982

ABA #122234149	GL Acct# 1099010482	
For Credit to:		Rio Linda/Elverta Community WA
Loan Number	9020103600	

Because many of our notes contain variable interest rate provisions tied to our prime rate or are revolving in nature, we recommend that you contact the account Relationship Manager with any questions and email loanservicing@cbbank.com for final confirmation of interest and principal due prior to closing.

Sincerely,


 Kim Gusman
 VP, Loan Servicing Manager
 Citizens Business Bank



**Items for Discussion and Action
Agenda Item: 4.6**

Date: January 22, 2024

Subject: Declaring Specified Assets to be Surplus

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was not discussed at the Executive Committee. Due to the recurring nature the process has been incorporated into District policy.

Current Background and Justification:

District policy requires formal designation by the Board of Directors to declare assets to be surplus, and District policy further stipulates how assets so declared to be surplus are to be disposed of at fair market value.

The current list of assets worthy of Board consideration are:

- The Samsung Office Phone System – includes the phone server, six desktop phones, and one cordless phone.

Conclusion:

Sample Motion - Move to designate the Samsung Office Phone system to be surplus and direct staff to disposition surplus assets pursuant to District policy.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Cline _____ Gifford _____ Green _____ Garrison _____ Young _____

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

3. If, upon recommendation of staff, the General Manager authorizes disposal of an easement under this section, then the General Manager will report the disposal of the easement to the Board at its next regular meeting following the recording of the quitclaim deed relinquishing the easement.

3.06.600 Disposal of Surplus District Assets.

(Approved by July 16, 2018 Minutes)

1. Purpose and scope – Rio Linda Elverta Community Water District (“the District”) must from time to time surplus District equipment, vehicles, materials or other District-owned assets not considered real property (collectively, “Surplus Assets”), which has become outdated, worn-out, or unnecessary. Accordingly, this policy prescribes the methods and means to remove the Surplus Assets from the District’s inventory, provide accurate information for insurance purposes, and assure the District receives fair market value for the Surplus Assets in the most efficient means practical under varying circumstances.

2. Sale of Surplus Assets – Board of Directors acts to declare assets to be surplus, and additionally act to declare the manner each item is to be dispositioned (sealed-bid or internet auction). The Board of Directors will then authorize the General Manger to review bids and authorize sale of the item(s) to the highest bidder.

(A) Sealed-bid Disposition:

1. Item is advertised for sale in a newspaper of local general circulation with information about the location/hours/days it can be seen and the deadline date for submission of sealed bids.
2. Sealed bids are opened after the submission deadline by the General Manager. The General Manager then determines if the bid is adequate for acceptance.

(B) Internet Disposition:

1. Item is posted on eBay or a similar user-friendly internet system that allows a user of the system to place ongoing bids on an item they are interested in purchasing. The system should allow bidders to see the last highest bid made and post a higher bid, if they choose, until the sale deadline.
2. A link to the Internet-posted items will available on the District’s website.
3. Photos of the surplus item (subject to the General Manager’s discretion), as well as contact and site-inspection information, will be provided at both the eBay/user friendly internet system and the District’s website.
4. The minimum bidding period will be seven days after the advertisement is published or posted.
5. If the Surplus Asset item is large, sale specifications may include the requirement that the buyer retrieve it at District facility.
6. Once bidding is complete, the General Manager will review bids received and authorize sale of the Surplus Asset item(s) to the highest bidder.
7. Buyers shall pay by cashier’s check.
8. Minimum bid recommendations by Department Managers will be subject to approval by the General Manager.
 - a. Buyers will typically be given one week from the date of sale to retrieve the purchase item, unless the General Manager determines that circumstances warrant an extended period.



**Items for Discussion and Action
Agenda Item: 4.7**

Date: January 22, 2024

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

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

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

Current Background and Justification:

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

Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



Information Items

Agenda Item: 5.1

Date: January 22, 2024

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

DISTRICT ACTIVITY REPORTS

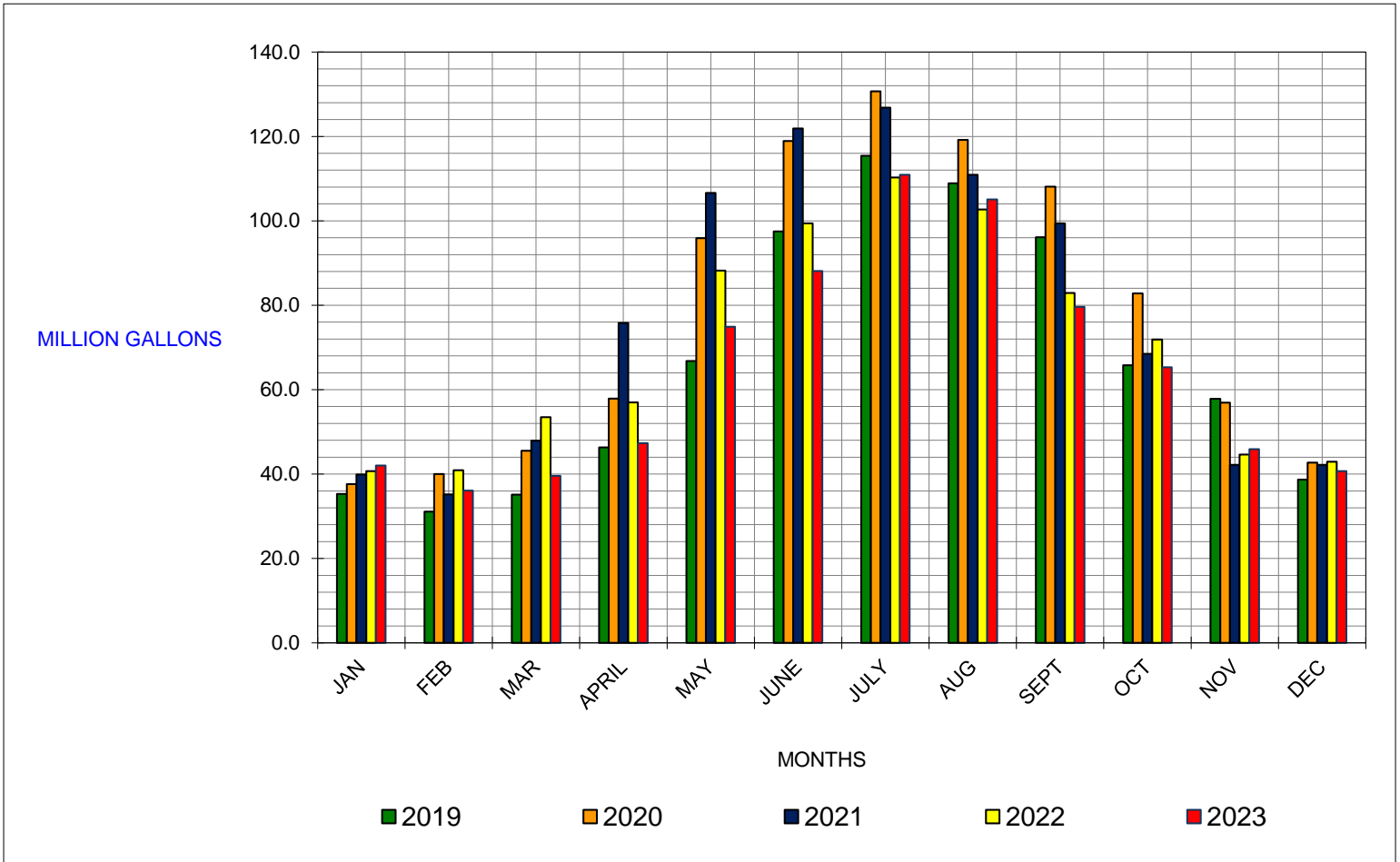
1. Operations Report
2. Completed and Pending Items Report
3. Leak Repair Report
4. Conservation Report
5. Fair Political Practices Commission Form 806 for Calendar Year 2024
 - 5.1 Report of Board Member Compensation for Calendar Year 2023
6. Email Confirming Submittal of Preliminary Water Use Efficiency Objectives.
7. Fully Executed Settlement Agreement for 2023 Cost of Living Adjustment.

RIO LINDA/ELVERTA C.W.D.

WATER PRODUCTION

2019 \ 2023

Month	Water Production in Million Gallons						SSWD Water Purchases				
	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	110.9	118.8	0.0	0.0	0.0	0.0	0.0
AUG	108.9	119.2	110.9	102.7	105.1	109.4	0.0	0.0	0.0	0.0	0.0
SEPT	96.1	108.1	99.4	82.9	79.6	93.2	0.0	0.0	0.0	0.0	0.0
OCT	65.8	82.8	68.5	71.9	65.3	70.9	0.0	0.0	0.0	0.0	0.0
NOV	57.8	56.9	42.2	44.6	45.9	49.5	0.0	0.0	0.0	0.0	0.0
DEC	38.7	42.7	42.2	42.9	40.7	41.4	0.0	0.0	0.0	0.0	0.0
TOTAL	794.8	936.2	917.3	835.0	775.5	870.8	0.0	0.0	0.0	0.0	0.0





**PENDING AND COMPLETED ITEMS
1-22-2024 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 continues to seek leverage via cell phone service providers to address the needed maintenance on the elevated storage tank cathodic protection system. As reported by the Contract District Engineer at the January Executive Committee, the District should likely move forward assuming no assistance from the cell phone companies.– **Pending**
2. **Submittal of the Water Use Efficiency Objective AND SB-606 and AB-1668 planning for compliance** – The District submitted its preliminary Water Use Efficiency Objectives report on December 30th. The report will need to be substantively expanded when the state finalizes the standards in July 2024. - **Pending**
3. **–Hexavalent Chromium MCL** The State Water Resources Control Board published their Notice of Proposed Rulemaking on June 16th, Then, the Water Board held an administrative hearing on August 2nd. The General Manager participated in the public hearing held on August 2nd, which was mostly boiler plate commentary. In late November, the state published corrections to the enforcement language in statutes regarding hexavalent chromium, which initiated another 15-day comment period. The comment period closed on December 15th. **Pending**
4. **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 is back from leave and has resumed her practice of outreach to customers with indications of abnormal water consumption. **Pending**
5. **Mandated Board Member Training** – Two Board Members are significantly overdue for mandatory training. **Pending**
6. **Cost of Service Reductions to Mitigate Inflation** –Staff continues to seek out inflation mitigation measures. The more recent focus on mitigation measures on costs for the network fileserver. Additionally, the District is discussing changing the cell phone service provider. -**Pending**
7. **Annual Water Loss Audit and Validation of the same** – Staff has completed the annual water loss audit. The General Manager completed the data validation and all documents were submitted to the Department of Water Resources. **Completed**
8. **Annual Inflation Adjustment for District Capacity Fees.** – The Board approved the annual inflation adjustment for capacity fees at its December 13th meeting – **Completed.**

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
33	24014	Service Line	E Street	7/3/2023	7/6/2023	3
34	24024	Service Line	Elkhorn Blvd	7/17/2023	7/19/2023	2
35	24033	Service Line	2nd Street	7/26/2023	7/26/2023	1
36	24009	Service Line	U St	6/29/2023	8/8/2023	40
37	24025	Service Line	Vickery Ct	7/18/2023	8/1/2023	14
38	24029	Service Line	Quebec Way	7/25/2023	8/1/2023	7
39	24047	Service Line	6th Street	7/27/2023	8/17/2023	21
40	24056	Service Line	Elkhorn Blvd	8/2/2023	8/2/2023	1
41	24061	Service Line	I Street	8/3/2023	8/3/2023	1
42	24075	Service Line	2nd Street	8/9/2023	8/22/2023	13
43	24076	Service Line	2nd Street	8/9/2023	8/17/2023	8
44	24077	Service Line	Rio Linda Blvd	8/9/2023	8/9/2023	1

45	24078	Service Line	Ascot Ave	8/10/2023	8/15/2023	5
46	24082	Service Line	16th Street	8/15/2023	8/16/2023	2
47	24084	Service Line	W Q Street	8/16/2023	8/16/2023	1
48	24086	Service Line	24th Street	8/18/2023	8/23/2023	5
49	24090	Service Line	Fallon Woods Wy	8/21/2023	8/21/2023	1
50	24091	Service Line	Fallon Woods Way	8/22/2023	8/29/2023	7
51	24092	Service Line	I Street	8/23/2023	8/24/2023	1
52	24093	Service Line	26th Street	8/23/2023	8/24/2023	1
53	24099	Service Line	8th Street	8/28/2023	8/28/2023	1
54	24103	Service Line	26th Street	8/29/2023	8/29/2023	1
55	24083	Service Line	Withington Ave	8/16/2023	9/11/2023	26
56	24098	Service Line	Silver Tree Ct	8/28/2023	9/11/2023	14
57	24108	Service Line	26th Street	9/5/2023	9/5/2023	1
58	24111	Service Line	E Street	9/6/2023	9/12/2023	6
59	24113	Service Line	20th Street	9/6/2023	9/6/2023	1
60	24117	Service Line	16th Street	9/7/2023	9/7/2023	1
61	24119	Service Line	Dry Creek Rd	9/11/2023	9/11/2023	1
62	24149	Service Line	Montague Way	9/21/2023	9/21/2023	1
63	24150	Service Line	O Street	9/21/2023	9/21/2023	1
64	24152	Service Line	24th Street	9/25/2023	9/26/2023	2
65	24167	Main	Elkhorn @ Dry Creek	9/27/2023	9/28/2023	1
66	24129	Service Line	Beamer Way	9/19/2023	10/10/2023	21
67	24155	Service Line	W 2nd Street	9/26/2023	9/26/2023	1
68	24166	Service Line	Delano St	9/28/2023	10/3/2023	5
69	24170	Service Line	Elwyn Ave	10/2/2023	10/2/2023	1
70	24173	Service Line	Ascot Ave	10/3/2023	10/3/2023	1
71	24174	Service Line	Withington Ave	10/4/2023	10/9/2023	5
72	24178	Service Line	G Street	10/4/2023	10/4/2023	1
73	24184	Service Line	Beamer Way	10/12/2023	10/25/2023	13
74	24187	Service Line	Elkhorn Blvd	10/13/2023	10/24/2023	11
75	24193	Service Line	26th Street	10/17/2023	10/17/2023	1
76	24194	Service Line	6th Street	10/19/2023	10/19/2023	1
77	24198	Service Line	G Street	10/23/2023	10/23/2023	1
78	24204	Service Line	26th Street	10/26/2023	10/26/2023	1
79	24208	Service Line	C Street	10/30/2023	11/7/2023	7
80	24222	Service Line	2nd Street	11/7/2023	11/7/2023	1
81	24232	Service Line	E Street	11/16/2023	11/16/2023	1
82	24265	Service Line	Elwyn Ave	11/30/2023	11/30/2023	1
83	24229	Service Line	K Street	11/13/2023	12/5/2023	22
84	24264	Service Line	Rinetti Way	11/29/2023	12/4/2023	5



Conservation Report December 2023



Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(0) Nozzle(0) Toilet Tabs(11) Moisture Meters(1) 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 Letter(s) 194 contacts about possible leaks using the AMI system -2 were called, 0 was mailed, 192 was emailed, 0 tag was hung 43 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

**Agency Report of:
Public Official Appointments**

A Public Document

1. Agency Name Rio Linda Elverta Community Water District		Page <u>1</u> of <u>1</u>	California Form 806 For Official Use Only
Division, Department, or Region (If Applicable) N/A			Date Posted: (Month, Day, Year)
Designated Agency Contact (Name, Title) Timothy R. Shaw, General Manager			
Area Code/Phone Number (916) 991-8891	E-mail GM@RLECWD.COM		

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
RLECWD Executive Committee	▶ Name <u>Mary Harris</u> <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ <u>1 / 1 / 24</u> <small>Appt Date</small> <u>12-months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
RLECWD Executive Committee	▶ Name <u>Anthony Cline</u> <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ <u>1 / 1 / 24</u> <small>Appt Date</small> <u>12-months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
Sacramento Groundwater Authority	▶ Name <u>Mary Harris</u> <small>(Last, First)</small> Alternate, if any <u>Anthony Cline</u> <small>(Last, First)</small>	▶ <u>1 / 1 / 24</u> <small>Appt Date</small> <u>48-months</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
Association of California Water Agencies and Joint Powers Insurance Authority	▶ Name <u>Anthony Cline</u> <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ <u>1 / 1 / 24</u> <small>Appt Date</small> _____ <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Timothy R. Shaw <small>Signature of Agency Head or Designee</small>	Timothy R. Shaw <small>Print Name</small>	General Manager <small>Title</small>	12-18-2024 <small>(Month, Day, Year)</small>
--	--	---	---

Comment: _____

Print
Clear

Agency Report of: Public Official Appointments

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18702.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional compensation to the appointee.

FPPC Regulation 18702.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even when the vote results in additional compensation.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

- When does an agency need to complete the Form 806?
A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and will receive additional compensation.
- The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?
If the council members receive additional compensation for serving on the housing authority, the Form 806 is required.

- Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?

No. FPPC Regulation 18702.5(b)(6) exempts from this requirement decisions to fill a position on the body of which the official is a member (such as a councilmember being appointed as mayor) despite an increase in compensation.

- In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. FPPC Regulation 18702.5 requires only the amount of the stipend or salary to be reported.

- Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

- When must the Form 806 be updated?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.

- If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?

No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional compensation.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 1102 Q Street, Suite 3000, Sacramento, CA 95811.

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name

Date Posted: _____
(Month, Day, Year)

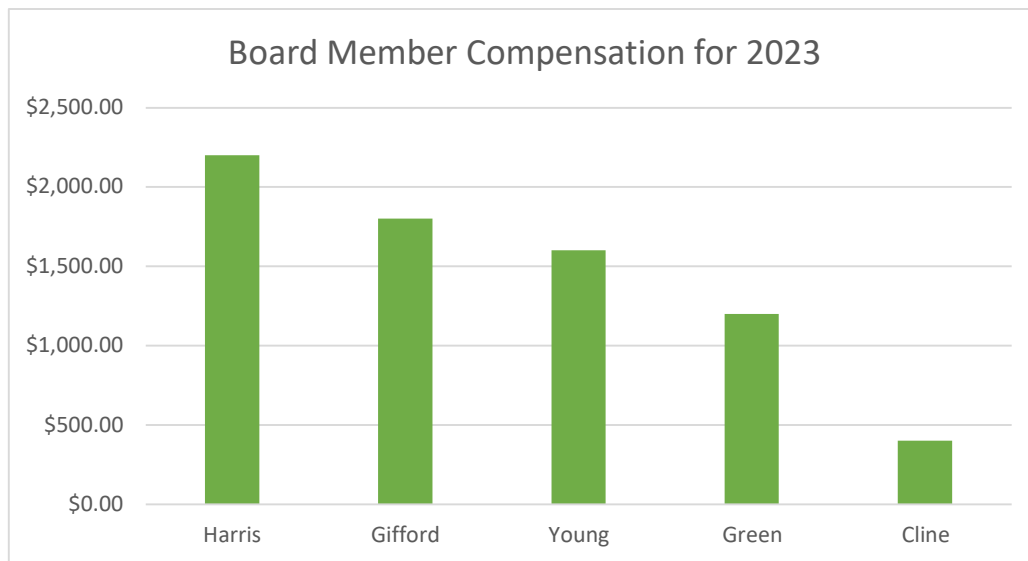
2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>

Print

Clear

Harris	\$2,200.00	31%
Gifford	\$1,800.00	25%
Young	\$1,600.00	22%
Green	\$1,200.00	17%
Cline	\$400.00	6%



Tim Shaw

From: Huff, Gwen@DWR <Gwen.Huff@water.ca.gov>
Sent: Tuesday, January 2, 2024 10:38 AM
To: Tim Shaw; gmvasquez@vasquez-engineering.com
Subject: UWUO Receipt for Rio Linda Elverta Community Water District
Attachments: UWUO Review Instructions.docx

Thank you for submitting the Urban Water Use Objective report for Rio Linda Elverta Community Water District. This email serves as a notification that the report was received by DWR 12/30/2023.

The report was submitted by email to WUEstandards@water.ca.gov and has been uploaded to DWR's WUEdata portal by DWR.

You may access the uploaded report in the WUEdata portal by following the instructions attached.

If you have any questions, please contact WUEstandards@water.ca.gov

*Gwen Huff
Senior Environmental Scientist
Department of Water Resources*

RLECWD General Unit 2023 COLA Negotiations Settlement Agreement:

Pursuant to the relevant terms in the current memorandum of understanding, Teamster Local 150 and the Rio Linda Everta Community Water District (RLECWD) Board of Directors have reached agreement on the Cost of Living Adjustment (COLA) for 2023. The following two items constitute the agreed upon settlement:

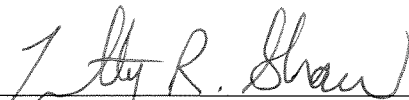
1. Cost of Living Adjustment for 2023 (effective on or before 12-1-2023) of Five percent (5%) . This adjustment represents the maximum adjustment stipulated in the current MOU (3%) plus an additional 2% from the accumulated banked credits described in the MOU.
2. A one-time, non-pensionable signing bonus of \$1,200 to be paid to each General Unit employee following the execution of the settlement agreement.

IN WITNESS WHEREOF, the parties have caused their authorized representatives to execute this 2023 COLA Settlement Agreement this 13th day of December, 2023.

Rio Linda Everta Community Water District

Teamster Local 150

By:



Timothy R. Shaw, General Manager

By:



Marty Crandall, Teamster Local 150 Representative



Information Items Agenda Item: 5.2

Date: January 22, 2024

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 – Garrison (primary)
- 5.2.3. Executive Committee – Garrison, Cline
- 5.2.4. ACWA/JPIA – Cline



SACRAMENTO GROUNDWATER AUTHORITY
MEETING OF THE BOARD OF DIRECTORS

Thursday, December 14, 2023
at 9:00 a.m.

2295 Gateway Oaks, Suite 100
Sacramento, CA 95833
(916) 967-7692

The Board will discuss all items on this agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on this agenda but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:

The Sacramento Groundwater Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Board on any item of interest before or 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.

Join the meeting from your computer, tablet or smartphone

<https://us06web.zoom.us/j/82737526432?pwd=PMOQuQs6PsY18JREWLbab9atzA0E6G.1>

Phone: 1-669-900-6833

Meeting ID: 827 3752 6432 Passcode: 121932

If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 877-654-0338 – Guest Code 198

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection on SGA's website. 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 jpeifer@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. **PUBLIC COMMENT:** Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.

3. CONSENT CALENDAR:

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

3.1 Approve the draft meeting minutes of October 12, 2023 SGA Board meeting.

3.2 Approve Josette Reina-Luken as the alternate Board Secretary for the December 14, 2023 Board meeting.

Action: Approve Consent Calendar items as presented

4. FISCAL YEAR 2022/2023 AUDIT REPORT

Presenter: Ingrid Sheipline, Richardson & Company, LLP

Action: Accept Fiscal Year 2022/2023 SGA Financial Audit Report

5. REVISIONS TO POLICY 100.3 (EMPLOYEE COMPENSATION POLICY) AND APPROVE PAST SALARY SCHEDULES

Presenter: Josette Reina-Luken, Financial and Administrative Services Manager

Action: Approve Revisions to Policy 100.3 and Approve Past Salary Schedules

6. SGA WATER ACCOUNTING FRAMEWORK

Presenter: Jim Peifer, Executive Director and Trevor Joseph, Manager of Technical Services

7. ELECTION OF 2024 SGA OFFICERS

Presenter: Randy Marx, Chair

Action: 2024 Chair and Vice Chair and select SGA Ad Hoc Nominating Committee

8. EXECUTIVE DIRECTOR'S REPORT

9. DIRECTORS' COMMENTS

ADJOURNMENT

Next SGA Board of Director's Meetings:

February 8, 2024, 9:00 a.m. at the RWA/SGA office, 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. The location is subject to change.

Notification will be emailed when the SGA electronic packet is complete and posted on the SGA website at <https://www.sgah2o.org/meetings/board-meetings/>

Posted on: December 8, 2023

James Peifer, Executive Director



Sacramento Groundwater Authority
*Managing Groundwater Resources
 in Northern Sacramento County*

2295 Gateway Oaks Drive
 Suite 100
 Sacramento, CA 95833

Tel: (916) 967-7692
 Fax: (916) 967-7322
www.sgah2o.org

December 4, 2023

MacKay & Soms
 Attention: Mr. Ken Giberson
 1025 Creekside Ridge Dr. #150
 Roseville CA 95678

Submitted via email kgiberson@msce.com

Re: Grandpark Development Project – Water Supply Planning

Dear Mr. Giberson,

The Sacramento Groundwater Authority (SGA) appreciates the overview you provided of the Grandpark development project (Grandpark) held at the SGA offices on August 28, 2023, and the follow up discussion on October 24, 2023. This overview provided SGA an opportunity to hear directly from Grandpark's consulting team about the efforts that have been undertaken to plan and analyze data and information to obtain a future water supply for Grandpark. During these meetings, SGA was introduced to the consulting team's work related to the topics of groundwater modeling, land use planning (based on the Grandpark Specific Plan) and preliminary water system design. We understand that Grandpark's preferred water supply strategy will utilize groundwater to initially supply project demands. Based on your presentation, it is estimated that 67 percent of Grandpark will develop before surface water is available. After surface water is available, the customers in the development will be served approximately 80 percent surface water and the balance will be groundwater on a long term basis.

At your request, we are providing you this letter with our feedback. Below are questions and information that we believe will be helpful to learn more about Grandpark and the potential affects to the North American groundwater subbasin (NASb) and specifically how Grandpark would be developed consistent with the sustainability of our groundwater supplies. The SGA is one of five Groundwater Sustainability Agencies (GSAs) that overlie the NASb and have responsibility to maintain sustainable groundwater conditions and the sustainable yield of the basin consistent with the requirements identified in the Sustainable Groundwater Management Act (SGMA) and NASb Groundwater Sustainability Plan (GSP). Pursuant to our regional GSP implementation agreement, each GSA is responsible for "Undesirable Results" caused by their individual actions, including land use decisions. For this reason, please see the following questions regarding Grandpark.

1. Based on our discussion and information presented during our meetings, there are multiple possible water supply development scenarios that illustrate Grandpark will rely initially and for approximately the next 20 years solely on groundwater supply from NASb. Most scenarios show a source of surface water supply replacing a portion of, if

California American Water
 Carmichael Water District
 Citrus Heights Water District
 City of Folsom
 City of Sacramento
 County of Sacramento
 Del Paso Manor Water District
 Fair Oaks Water District
 Golden State Water Company
 Natomas Central Mutual Water Company
 Orange Vale Water Company
 Rio Linda / Elverta Community Water District
 Sacramento Suburban Water District
 San Juan Water District
 Agricultural and Self-Supplied Representative

Letter to MacKay & Somps
 Grandpark Development Project – Water Supply Planning
 December 4, 2023

not most of the demands initially met with groundwater. Please provide analysis and information as to how these scenarios, including the scenario where groundwater supply meets demand at Grandpark buildout without surface water will be addressed. We will be interested in seeing an analysis which demonstrates that Grandpark development without surface water availability in addition to each scenario will be consistent with the NASb GSP and will not create any impacts or limit the ability for the NASb to be operated in accordance with the GSP and without undue burden on the remaining sustainable yield of the basin.

2. Related to item 1, what financial resources and assurance does Grandpark have that surface water supplies will be provided to meet demands for this project? Given that all residences within the proposed project will rely upon surface water as well as groundwater, the funding plan should include equal participation in surface water investment through all phases of development. In addition, what if any conjunctive water management strategies are being planned to limit the use of groundwater? In addition, do the scenarios presented meet the conjunctive use requirements of the conservation element of the Sacramento County General Plan?
3. Although SGMA provides GSAs with certain powers and authorities as it relates to groundwater management, the County of Sacramento is the public agency that approves new development. Any development approval should be in close coordination with the appropriate water purveyor since the water purveyor is the entity that would be subject to enforcement should the groundwater basin experience negative consequences from the Grandpark development.

SGA appreciates your team's willingness to engage with us and discuss this project. If you have any questions or would like to discuss anything presented in this letter further, please contact Trevor Joseph of our office at (916) 990-3035 or tjoseph@rwah2o.org.

Sincerely,

James Peifer
 Executive Director

Cc: Mr. Trevor Joseph (SGA - Manager of Technical Services)
 Mr. Matt Satow (County of Sacramento Department of Water Resources)
 Ms. Kerry Schmitz, (County of Sacramento Department of Water Resources)
 Mr. Michael Grinstead, (County of Sacramento Department of Water Resources)
 Mr. Todd Smith (County of Sacramento Department of Community Development)
 Mr. Brett Ewert (City of Sacramento Department of Utilities)
 NASb Groundwater Sustainability Agencies (GSAs)
 Ms. Kimberly Reese (Reclamation District 1001)
 Mr. Hayden Cornwell (South Sutter Water District)
 Mr. Guadalupe Rivera (Sutter County)
 Ms. Christina Hanson (Placer County)

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

January 10, 2024 @ 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 Cline, Director Garrison General Manager Tim Shaw, Contract District Engineer Mike Vasquez, and Geoff Granger of Adept Solutions.

Call to Order: 6:00 P.M.

Public Comment: *There were no public members present.*

Items for Discussion:

1.	Continue Discussing Options for Replacing the District’s File Server (Adept Solutions Analysis)
	<i>Geoff Granger of Adept Solutions presented his analysis of options for replacing the District’s file server and responded to questions from the Committee. Director Garrison asserted that the recommended option, which includes cloud-based features, was somehow affiliated with encouraging / sustaining teleworking. The General Manager responded that this item has absolutely nothing to do with teleworking.</i> <i>The Executive Committee forwarded this item onto the January 22nd Board agenda. However, the Committee did NOT express a recommended Board action.</i>
2.	Contract District Engineer’s Update.
	<i>The Contract District Engineer presented his written report and expounded on the bulleted items therein, including reporting that pipes for the pipe replacement project are no longer impacted by supply chain issues.</i>
3.	Discuss Engaging Professional Services for Design of Hexavalent Chromium Treatment System.
	<i>The General Manager presented his written report, and along with the Contract District Engineer, responded to questions from the Committee. A primary aspect of the discussion was the District’s policy for competitive bidding, e.g. a Request for Proposals process. The General Manager reminded the Committee of the Special Circumstances (Section 5 of Policy 3.08.600) which empowers the Board to waive the competitive bidding requirements if specific criteria are applicable. Director Cline requested that the cited policy excerpt be included in the documents associated with this item when the Board considers it.</i> <i>The Executive Committee forwarded this item onto the January 22nd Board agenda. However, the Committee did NOT express a recommended Board action.</i>
4.	Update on the Status of Water Use Efficiency Objectives Submittal.
	<i>The General Manager reported that circumstances changed after his staff report was written, i.e. the submittal for the District was performed on 12-30-2023. The Contract District Engineer submitted the preliminary report, which was much less complex than the regulations reflect. The simplification is due to the state’s delay in finalizing water use efficiency objectives. As such, only two sheets of the 27-sheet workbook are relevant until the state finalizes the objectives on or about July 2024. Director Garrison reiterated her assertion that the District’s compliance is unnecessary due to serving less than 3,000 acre-feet of water. The General Manager restated the correction that the requirement includes an “or” clause. The report is required for urban water suppliers defined as serving 3,000 acre-feet per year or having at least 3,000 service connections.</i>
5.	Discuss Paying Off the AMI Meter Loan.
	<i>The General Manager presented his written report. Director Garrison opined her opposition. Director Cline commented that it will be a Board decision, as appropriate.</i> <i>The Executive Committee forwarded this item onto the January 22nd Board agenda. However, the Committee did NOT express a recommended Board action.</i>

6. Discuss Expenditures for November 2023.

Director Garrison made inquiries about the charges from Adept Solutions, John Todd, and Mary Henrici. The Executive Committee forwarded this item onto the January 22nd Board agenda. However, the Committee did NOT express a recommended Board action.

7. Discuss Financial Reports for November 2023

The Executive Committee forwarded this item onto the January 22nd Board agenda. However, the Committee did NOT express a recommended Board action.

8. .

Directors' and General Manager Comments:

X – Fair Political Practices Commission Form 806

Director Garrison asked if this was the first time this form has been filed (GM responded no, it was also completed and posted last year). Director Cline asked if he needed to do anything for this form (GM- no)

Y – Email from PFAS Claims

GM explained that this is to document that the District has registered as a claimant in the class action lawsuit.

Items Requested for Next Month's Committee Agenda: *No response. No discussion.*

Adjournment 7:06 P.M.