

Agenda
Rio Linda / Elverta Community Water District
Executive Committee

Visitor's Depot Center
6730 Front Street
Rio Linda, CA 95673

August 2, 2021
6:00 p.m.

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

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

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Call to Order

Public Comment

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

Items for Discussion:

1. Update from Contract District Engineer.
2. Discuss the August 16, 2021 Public Hearing to Consider Proposed Rates Restructuring.
3. Status Report on the Innov8 / WaterScope Pilot Test Phase II.
4. Discuss Necessary Revision to FY 2021/2022 Preliminary Budget Consequent to 15% increase in Sacramento Groundwater Authority (SGA) Annual Invoice.
5. Discuss the Consequences to RLECWD Planned Program Improvements Caused by Protracted Rates Restructuring and Personnel Limitations.
6. Discuss the Date and Location of the September 2021 Executive Committee.
7. Discuss Expenditures for June 2021.
8. Discuss Financial Reports for June 2021.

Directors' and General Manager Comments:

- Status of COVID mask guidelines and corresponding impact of office policies and public meetings.

Items Requested for Next Month's Committee Agenda

Adjournment

Next Executive Committee meeting: TBD (Labor Day logistics)

ADA COMPLIANCE STATEMENT

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



Executive Committee Agenda Item: 1

Date: August 2, 2021

Subject: General Status Update from the District Engineer

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

Recommended Committee Action:

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

Current Background and Justification:

Subjects anticipated for discussion include:

1. Active Developments:
 - a. Fox Hollow Residential Development (28 lots, 6th Street between Q Street and S Street)
 - b. 6221 16th Street Phase 2 Worship Development (Northwest corner G Street and 16th Street)
2. Well 16 Pump Station
3. Labor Compliance Program Annual Report
4. Dry Creek Road Pipeline

Conclusion:

I recommend the Executive Committee receive the status report from the District Engineer. Then, if necessary and appropriate, forward an item(s) onto the August 16, 2021 Board of Directors Meeting agenda with recommendations as necessary.



Executive Committee Agenda Item: 2

Date: August 2, 2021

Subject: August 16, 2021 Rates Restructuring Public Hearing Logistics, Preparation and Contingencies

Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should discuss the logistics, preparations, and contingencies for the August 16, 2021 public hearing for rates restructuring.

Current Background and Justification:

The revised Prop 218 Notices have been mailed to all customers. The revised newspaper announcement of the public hearing is scheduled for publication in The Rio Linda News on 7-30-2021 and has already been posted in the Rio Linda Messenger. All notices and announcements stipulate the location of the public hearing to be the Visitors/Depot.

Experience dictates that the District plans for a large turnout for the public hearing. A large turnout is a relative term when contemplating current health and safety recommendations for public gatherings. Recent media coverage suggests masks should be worn by both vaccinated and unvaccinated participants. Social Distancing, to the extent practical, is also prudent.

Accordingly, staff has coordinated with Rio Linda Elverta Recreation and Parks District to have the Community Center at 810 Oak Ln Rio Linda, CA available if needed. The determination of the need to convene the hearing to another location, roughly one block away, will be made by the Chair. Such determination should exercise an abundance of caution.

If the Chair determines convening to the Community Center is warranted, there are some logistical challenges to be considered. The Community Center set up, including chairs and tables may be necessary. Likewise, the video recording equipment and power cords will need to be moved from the Depot to the Community Center. Additional staffing from around 6:15 to about 7:15 P.M. would be beneficial for room set up and to assist any public participants in their transition from Depot to Community Center.

Preparation – It is widely acknowledged that the organized opposition to rates restructuring is led by the same community members having led opposition to prior RLECWD rates adjustments. Accordingly, it is likely beneficial to review the lessons learned (or should have been learned)

from prior iterations. The minutes of the March 7, 2011 rates adjustment public hearing are included as documents associated with this item. These minutes document the tactics and intentionally evoked chaos for a rates adjustment that was overtly compelled by the state’s enforcement actions. The District in 2011 was unable to provide sufficient water for health and safety and was further unable to pay the cost of providing service. Yet, the influence of the organized opposition, despite not achieving a majority protest, was able to influence the Board into adopting a rate increase less than that authorized in the Prop 218 rate study. The consequence was that the Board had to increase the rates up to the rate study maximum less than 2-years later (Jan 2013).

Another aspect of the 2011-2015 rates is the conservation incentive structure. The rates in place in 2015 (rate structure prior to existing rates) included a volumetric (commodity) component with four tiers: 0-6 CCF, 6.01 – 26 CCF, 26.01 – 156 CCF, and greater than 156.01 CCF. A quantification matrix used by the state to establish whether the rates are “conservation rates” as required by the Urban Water Management Plan (California Water Code) mandates is the percentage of revenue from fixed rates, or inversely, the percentage of revenue from volumetric rates. The standard is less than 30% of revenue should come from fixed charges. The four tiers of volumetric rates in 2015 translate to 33% of revenue from fixed charges for the highest consumption customers (document included in 7-19-2021 Board documents and included with this item). It has been repeatedly argued by the organized opposition to this rate restructuring that tiered rates are not needed to comply with conservation, water loss, and water use efficiency standards (SB X7-7. SB 555, SB 606 and AB 1668). The opposition asserts that conservation campaigning is responsible for the District’s compliance with conservation mandates in place in 2015. In contrast to the rates restructuring opposition, the rate structure in place in 2015 is the dominant influence attributable to the compliance with conservation mandates in 2015. When the rates were restructured in 2016, the tiered rates were removed. The table below compares the percentage of fixed charge for a customer using double the average customer bimonthly consumption and half the average bimonthly consumption:

Volume Consumed (CCF)	Rate Structure	Percentage of Fixed Charge
58	Proposed (Sept 2021)	37% of total bill is fixed charge
58	Existing (2016 to Present)	69% of total bill is fixed charge
58	2015	59% of total bill is fixed charge
14	Proposed (Sept 2021)	74% of total bill is fixed charge
14	Existing (2016 to Present)	94% of total bill is fixed charge
14	2015	91% of total bill is fixed charge

The table above illustrates the influence of fixed charge percentage as a motivator for improving water use efficiency AND as a vehicle for increasing water affordability. The higher the percentage of fixed charges for a given volume of water consumed, the lower the incentive for the customer to use water more efficiently. In other words, the proposed rate structure provides more incentive for high volume customers to improve their water use efficiency.

Conclusion:

The Executive Committee should engage in dialog with staff regarding public hearing logistics, preparation and contingencies.

**-APPROVED-
MINUTES OF THE
PUBLIC HEARING
AND
SPECIAL BOARD MEETING
BOARD OF DIRECTORS OF
THE RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT**

CALL TO ORDER AND ROLL CALL

The March 7, 2011 Special Meeting of the Board of Directors of the Rio Linda / Elverta Community Water District was called to order at approximately 7:00 pm at the Depot/Visitor Center located at 6730 Front Street, Rio Linda. General Counsel/General Manager, Ravi Mehta took roll call of the Board of Directors. President Courtney Caron, Vice President Martin Smith, Directors Cathy Nelson-Hood, Director Vivien Spicer-Johnson and Frank Caron were present.

PLEDGE OF ALLEGIANCE

President Courtney Caron led the pledge of allegiance.

President Courtney Caron stated that because of the large number of community members in attendance tonight the public comments will need to be kept to one minute each which will allow everyone an opportunity to have their voice heard. Director Vivien Spicer-Johnson stated that even the Board of Supervisors allow three minutes and this subject is just as serious as anything they do and that it is totally ridiculous to allow only one minute. General Counsel, Ravi Mehta stated that it is at the discretion of the Board President to set the time for public comments.

Mr. Mehta also asked that letters of protest be turned in before the end of the public hearing.

PUBLIC COMMENT

Public Member, Stephanie Suela commented on a Board member taking more than the allotted number of NCNews papers from a public place.

Public Member, Sharon Guinn commented on having an auditor present to verify the count of protests but also asked who was going to verify that the protests are from valid community members.

Public Member, Faye Wilder commented on the discrepancy in the number of connections.

Public Member, Mary Harris commented on water rates, salaries, benefits and wage increases.

Public Member, Joe Sherrill commented on the finances of the District.

Public Member, Charlotte Dillon asked when the District is going to get a General Manager and stop paying Mr. Mehta for being Interim General Manager.

Public Member, Stephanie Suela asked if Mr. Mehta was on a contract or being paid as an employee.

PUBLIC HEARING

General Counsel, Ravi Mehta stated that at the January 17, 2011 Board meeting the Board unanimously approved the rate study and initiated the 218 process. They also approved the proposed rate increase letter that was mailed to the rate payers and property owners. The letter stated the purpose of the rate increase as well as what the money was going to be used for and some of the CDPH issues that face the District.

Georgette Aronow provided the Board and public members with detailed outline of the rate study and proposed rate increases.

Public Comment

Public member, Sharon Martin stated that the District was in violation of her water rights.

Public member, Sharon Guinn stated that people in the community are concerned about the financial instability and accountability of the District.

Public member, Mary Harris commented on the community and stated that it is a poor community that cannot afford these kinds of rate increases.

Public member, Mary Nelson asked the Board why the rates are being raised so high the first year.

Public member, Dennis Callaway stated that he is not opposed to a rate increase however he does not believe the figures that were presented in the rate study. He also commented that the funds received from the rate increase needs to be kept in a separate account.

Public member, Joseph Sherrill commented on the increases from the County for rental properties. He also stated that he has had to lower the rental amount just to keep tenants in the property and now the water rates are increasing. Mr. Sherrill stated that the numbers in the budget were falsified or they are not true to what the actual numbers are. Georgette Aronow stated that the numbers she was given to do the rate study were supplied by Mr. Sherrill when he was the General Manager.

Public member, Robert Blanchard commented about prior proposed rate increases and how the Districts condition would be different had they been passed.

Public member, Stephanie Suela stated that the rate increase should not go through until the District financials are completed. She also stated that the numbers were wrong in the rate study.

Public member, Keith Jones stated that he wouldn't have a problem with a small increase in his rates but why doesn't the Board look at cutting or freezing salaries.

Public member, Faye Wilder challenged the figures in the rate study done by Georgette Aronow.

Public member, Alicia Sherrill stated that she is giving her time to Joseph Sherrill.

Public member, Joseph Sherrill asked if the Board was involved in writing the proposed Ordinance and had they viewed it before the meeting. He also stated that the funds from the Capital Improvement Surcharge has never been put into a separate account and has been placed into the general account of the District.

Public member, Mary Tollefsen commented on the \$15.00 surcharge rate increasing to \$19.00 on her January bill and how that is just another way for the District to get another \$4.00 out of the rate payers. She also stated that according to her calculations every bill will double within five years.

Public member, Bob Witbracht commented that the water in the District is the cheapest and best tasting water he has experienced in all of his life.

President Courtney Caron opened the floor to the Directors for responses to the public's comments.

Director Spicer-Johnson proceeded to read Ordinance 2011-01. President Caron asked Director Spicer-Johnson to hold off as they were agenda items. Director Spicer-Johnson told President Caron that she is really getting tired of her and would she just be quiet and let people talk.

Director Martin Smith stated that no one wants to see the rates increase but he is not comfortable with the current status of the record keeping of the District. He further stated that he agrees that the District needs to have increased infrastructure, repairs and the ability to pay for the Districts expenses.

Director Frank Caron commented that he doesn't know where the calculator Director Spicer-Johnson uses comes from but if you take any of these 5/8" or 3/4" and you start adding 3% that comes up to the next year. It is a cost of living increase each year.

Director Cathy Hood stated that Georgette Aronow stated that the District could decrease the rates after the first year. Director Hood further stated that she doesn't think that anybody is going to care because the first year is hitting pretty hard. She apologized to the community and stated that she is not in support of the increase or what is required by the State and the tiers are just too much.

President Courtney Caron closed the public hearing and stated that it was time for the tabulation of the protest letters.

General Counsel, Ravi Mehta stated that Ingrid Shepline was present to complete the tabulation of protest letters in public. He further explained that the number of needed protests to defeat the Ordinance is 50% plus 1. The actual number used for the rate study was 4,601 connections making the required number of protests 2,302.

Ingrid Shepline of Richardson & Company stated that the total number of protest letters required to defeat the Ordinance 2011-01 is 2,302 and the presented total number of protest letters as approximately 1,871. Mr. Mehta stated that Stephanie Suela provided a box of 1,107 protest letters and approximately 700 provided by Mary Harris.

Director Frank Caron asked Stephanie Suela if she would sign an affidavit stating that she counted an approximate amount so that we know where the count came from. Stephanie Suela yes, and that she counted hers and that Mary did not count hers.

Agenda Item #2

Public member, Sharon Guinn asked if the District is going to break out the billing for the billing cycle at the two different rates. Mr. Mehta stated that it would have to be prospective and would not start until the next billing cycle (5/20/2011).

Public member, Faye Wilder stated that the last Board got voted out because of Ravi and guess who is going to get voted out this time.

Public member, Charlotte Dillon stated first of all I want to tell you that we voted you guys in here so you could help us. Basically I'm hoping that Mr. Smith helps us. Because I know you two (Frank Caron and Courtney Caron) aren't. She further stated that she has a lot of fruit trees on 2 1/2 acres and a 1" pipe, I cannot pay 85% and keep my trees watered. She also stated that she gives all her neighbors all of the fruit off of the trees and does not sell it. If you guys vote me 85% more pay I will pull all of them out of the ground. I am a widow lady and I take care of my own place with the help of my friend. You guys don't live on a pension and social security, I get enough to live on and I live comfortably. I don't have a lawn anymore because it's not productive. If you guys vote this in with the tiers 85% is far too much for me to pay. Basically Mr. Smith controls it, because the two girls are for us and he is the only one we can have and I hope to God that he doesn't let you guys get away with it this increase. I can see it with the regular \$10.00, I voted for the \$15.00 I didn't vote for \$19.00 because \$4.00 is \$4.00. In this economy you're giving raises you shouldn't be doing it they should be willing to pay for us to keep us afloat in this kind of a situation.

Director Frank Caron asked what the letter said that was sent out to the public what the rate increase on that letter itself said. Director Vivien Spicer-Johnson stated that she like to see it and that she hasn't even seen it. Director Frank Caron stated that it was presented in a Board packet. Director Spicer-Johnson asked "the letter that went to the public". Director Frank Caron responded "absolutely". Director Spicer-Johnson asked what Board packet? Also, the Board discussed sending a letter to the public and it didn't come in a Board packet after it was sent out.

Interim General Manager, Ravi Mehta stated that the letter that went out to the public was placed in our Board packet and approved by the Board and after it was approved it went out to the public. Director Spicer-Johnson then asked what meeting was that. Mr. Mehta stated that it was at the January 17, 2011 meeting. Public member Sharon Guinn commented that the Board asked that the letter be changed and they (the Board) never saw it after that. Director Spicer-Johnson stated that the January 17 meeting was the meeting to start the process and Mr. Mehta didn't have the letter ready then. Mr. Mehta stated that yes he did. Director Spicer-Johnson responded that Mr. Mehta said he would have the letter ready on Friday. President Courtney Caron commented that the letter was already sent out, it was in the Board packet and the Board should not waste any more time arguing about it. Director Spicer-Johnson vehemently stated that it was not in the January 17th Board packet it was not compiled yet. Public member Sharon commented, to give Ravi the benefit of the doubt and the credit he, the original letter said monthly and it was objected to that and he did have that changed to bi-monthly. It was clear from that respect. President Caron stated that it was approved with those changes. She then stated that she was sorry that Director Spicer-Johnson can't recall that happening.

Georgette Aronow then responded that she is going to give (read) the 2010 – 2011 rate increase for each meter size and the tier rates.

President Caron stated that the Board can go ahead and discuss the Ordinance 2011-01 while Ms. Aronow is gathering her information.

Director Smith asked if the Board can do anything up to the maximum in the letter or below, so if this comes to a vote is it just a yes or no? He further stated that he is asking procedurally. Mr. Mehta stated that procedurally the Board can discuss how much of a rate increase and Georgette will give us the maximum and then the Board can discuss what amount it wants to implement with the understanding that if you lower the amount then you have to decide at some point either we're are not going to have enough for our capital reserves or our capital expenditures that we anticipate. We are not going to be able to do all of the things that need to get done, so at someplace the less money that the District gets there will have to be some decisions made to say these things will not occur. It can be looked at later and the District can increase the rates again and will have to start the 218 process again.

Georgette Aronow then read the proposed increases and tier levels.

Mr. Mehta stated that he thinks after the first year which is the largest increase, as Georgette has already indicated it is a 3% increase for every year thereafter. Which is basically is the cost of living or cost of inflation increase.

Director Frank Caron commented that he was asked to explain that the hcf that we pay 0.43 now that goes up to 0.54, that is a hundred cubic feet of water. You're talking about 750 gallons for that 0.54 cents.

Public member, Sharon Guinn stated that some of the people in the community had no choice, they were placed on city water under protest. They didn't want to, it was mandated by the Federal Government they had no choice and they have large parcels.

Director Frank Caron stated that as difficult as it is to hear everybody has a choice they do not have to remain on the property that they are on. If people choose to live on a piece of property and have fruit trees he can respect that because he has trees too. But we are talking about an issue of pennies for water. When the District gets water from Sacramento Suburban we pay \$1.01 per hcf that is what the District pays. Director Spicer-Johnson asked what hcf stands for. Director Frank Caron stated that is stands for a hundred cubic feet.

Director Vivien Spicer-Johnson stated that there are two or three sections in the Ordinance 2011-01 that she feels should be removed. The District started the surcharge for capital improvement for the \$19.00 all along this has been capital improvement. Why is the very first item in section B say, to pay the operating expenses of the District, do you know what the operating expenses of the District is? It's salaries big time, this all should go into capital improvement budget. Nothing should go into our general operating budget. We have sufficient funds in our general operating budget to pay our expenses. Every dime of the increase should go into capital improvements, that is what Frank has said. We didn't do it with plan that was put out in 2000 if it had been put into the funds where it couldn't be used for anything else then it might get used for that but it hasn't been. This opens the door for the same ol, same ol that has been going on for years. Item 1 should be taken out of the ordinance.

Mr. Mehta clarified that section 1, paragraph B that is merely a section of the state water code and that is what the law says. Director Spicer-Johnson stated that we need to remove that. President Caron stated that we can't it is a state law. Public member Sharon Guinn commented, and then the District needs to restrict it somewhere else. Director Spicer-Johnson stated that if it is a recital of the law then put it over here and not in the ordinance.

Director Spicer-Johnson then commented on item F, that the State of California Dept of Public Health's conditions in the NOAA included, among other items, the requirement that the District shall adopt only an increase of \$5.46. President Caron interjected that the word "only" was not written on this page and does Director Spicer-Johnson want to add that. Director Spicer-Johnson said take out only, adopt an increase in water rates of not less than \$5.46 per month per connection. It doesn't say more for a four inch or a one inch or three inch it says \$5.46 per connection monthly.

Director Frank Caron said that the Brown act states that you can't do that.

Mr. Mehta stated that this is merely a recital, this is stating that the reason for what the District is going to gain and here are some of the reasons you are thinking about this and that is why it is a recital. Director Frank Caron commented that his only reason was that even in the Grand Jury report, that just came out and is on the web, for the \$19.00 to be charged to each and every meter that there is, they have said that that is a violation because there are large water users and small water users and that you can't charge the same amounts when they are not equal on the same tiers.

Director Spicer-Johnson stated that if this isn't our Ordinance then where is the Ordinance. President Caron asked Mr. Mehta to explain what this is because apparently it's not clear. Mr. Mehta stated that if you look at section 3, those are the findings. Director Spicer-Johnson commented she knows it says to pay the operating expenses, again it doesn't say anything that it is only for capital improvements. Mr. Mehta stated that this lays out all the reasons and for what the rate increase is going to be for and you have to look at the recitals of the other sections to see what the rate increase is going to be used for.

Director Spicer-Johnson stated that the only way she is going to vote for the rate increase is that it goes \$10.92 bi-monthly, that we remove the tiers because that is a regressive taxation, we remove #1, B of section 1, A #1, and findings of 3 and we have financial documents by the end of this month. President Caron asked, did I hear again say that she wants to remove B of section 1, even though we have already stated that that is the law and needs to be included. Director Spicer-Johnson commented that this has to be designated capital improvements only. Mr. Mehta commented that there is one paragraph that is, we have section 2 and section 3 on page 2 and then again on page 3 section 3 again. Page 3 should start with section 4 that is an error and needs to be corrected.

Director Frank Caron asked, if he understood correctly that Director Spicer-Johnson wants to remove all tiers. Director Spicer-Johnson stated that she would remove the increase on all tiers as that is a regressive tax.

President Courtney Caron asked for assistance from General Counsel on what can and cannot be removed from the ordinance. Mr. Mehta stated that there are certain sections that cannot be changed or removed. If the Board wants to say that this money will not be used for the loan project then we can do that. For example, you can say we don't want to use this for the loan project than that can put that in here, you can

say we don't want to use it for the operating expenses for the new wells you can put that in there. If you say you don't want to use this for general fund, all of this money can only be used for capital expenses you can do that. Recognizing, that once the wells go in your not going to have any general fund money for all of the additional expenses that will occur.

Director Spicer-Johnson commented, don't say that we're not going to have any money for operations, we don't have any financial documents and until I see some I am not going to be in support of a lot of this stuff.

Mr. Mehta stated that rather you raise it \$1.00 or \$10.00 you can restrict where the money goes to by putting it in this Ordinance. You have the ability to do that and he advised against taking out certain language that is statutory, you have to have findings and basis for what we are doing. Those are just requirements that you have to have in an ordinance.

Director Spicer-Johnson commented, \$10.92 bi-monthly, no increase on the tiers, language that this only goes for capital improvements nothing else and we have financial documents before the end of this month, and that is my motion.

President Courtney Caron stated that she is comfortable with the \$5.46 and agreed that there are some issues with the financial. She would like to see more information as she is nervous about not putting something additional in the \$5.46 where there is room to move to that point without going through this entire process again.

Director Smith stated that it is his understanding that if we get the wells on line and increase our capacity we could have the moratorium lifted. Then there would be more connections and more revenue source. He further stated that he is not comfortable with the situation of the documentation and financials like Courtney was saying. He then asked General Counsel what the entire cost is for the 218 process to date including the legal costs. Mr. Mehta stated that it is approximately \$30,000 plus.

Mr. Mehta stated that by imposing the rate increase what it does is, it takes care of the 218 increase, it gives LAFCo comfort, it gives CDPH comfort, it gives the District the ability to look at our dollars and bring this District back into a sustaining situation. In six months or three months as soon as we, he is looking at hiring an accountant in the next few days, we will have a bookkeeper, a general ledger and then we will have accounting on a regular basis. What we will do in a few months, once we know our situation, this Board without having to go through a 218 process can sit down and say, we have more money than what we need and say we will lower our fees.

President Courtney Caron said \$9.00 monthly, \$18.00 bi-monthly, is there a way to have that be the number but to start at \$5.46 per month. Mr. Mehta responded yes. Courtney asked then to get to that number of \$18.00 would it need to come to a Board vote to increase that?

Mr. Mehta stated that you could do it that way but the way you would do it is that you would set it now, start at \$5.46 and then in a year you would increase it 5%, 10%. However, you have to recognize that the District is already hemorrhaging and unable to pay our bills today.

Director Frank Caron stated that because of our financial documents we don't know if we need 1% or 2% in general funds. He further stated that he does not see why the Board can't vote the whole thing in and

then impose the first rate increase to be the \$5.46 or \$6.00 and then the next year you could make the next step.

Director Smith stated that there are so many variables and unknowns that it is purely guess work. But it's a \$30,000 gamble if we raise it only what the state said and find a short fall in six months or a year we would have to spend another \$30,000 to do a 218. That's the worst case.

Director Spicer-Johnson stated that her motion is still on the floor, \$10.92 bi-monthly, no increase on the tiers, language that this only goes for capital improvements nothing else and we have financial documents before the end of March.

Director Smith stated that the board can add the restriction to only use it for capital improvements but we cannot remove that from the ordinance.

Director Spicer-Johnson stated that she wants it added it to say that this is for capital improvements only. And, that it goes into a separate account capital improvements only.

Director Cathy Hood seconded the motion.

Director Frank Caron asked how can you take a water rate increase and put the whole amount of what a person is paying into a capital improvement fund. What does the District work on?

It was moved by Director Spicer-Johnson and seconded by Director Hood that the District shall adopt an increase in water rates of not less than \$10.92 bi-month per connection to meet the coverage ration requirements and safe Drinking Water state Revolving Fund loan debt service.

Interim General Manager stated that the \$5.46 will cover the debt service but will not cover the operating expenses of the wells or any other operating expenses or any deferred maintenance.

Georgette Aronow recommended that the increase not be for capital improvements only.

Peter Brundridge recommended that the Board adopt the full rate increase and postpone adopting the maximum and in the interim get started with increasing the rates, put some money in the bank.

It was moved by Director Spicer-Johnson and seconded by Director Hood to do the rate increase of \$5.46 per month with restrictions on where the funds are going to be placed. The motion failed with a vote of 2-3-0 with Director's Spicer-Johnson and Hood voting yes and Director's Frank Caron, Courtney Caron and Martin Smith voting no.

It was moved by Director Frank Caron and seconded by Director Courtney Caron to vote the full rate increase and implement the \$5.46 per month or \$10.92 bi-monthly and the rest of it can come back in a resolution to be added if needed at a later date.

Mr. Mehta recommended that the motion be, the Board to adopt the full rate increase as presented in the rate payers schedule which is exhibit 1 of the ordinance but the immediate increase which would be the next billing cycle May 20th would be \$5.46 per month giving the Board the option to come back at a future date if necessary.

Director Frank Caron stated that he would like to add that the tier rates remain in as written for 2010-2011 were going up 0.11 per hundred cubic feet.

Mr. Mehta stated that he would like to clarify that at \$5.46 we will have to have Georgette do the calculations because it must be a proportionate increase across the board so the 5/8" will pay less than the 3/4", 1", and on up.

Georgette Aronow requested that the increase be in revenue terms, so for example the number of connections and proportionately increase tier rates.

Mr. Mehta recommend that the motion be stated as, the Board to adopt the rate increase as proposed in exhibit 1 and the immediate increase will be the dollar amount to be calculated not to exceed new revenue of \$300,000 annually.

Director Frank Caron stated that his motion is the way that Mr. Mehta just stated it.

It was moved by Director Frank Caron and seconded by Director Courtney Caron that the Board adopt the rate increase as proposed in exhibit 1 of Ordinance 2011-01 and the implement an annual increase of \$300,000 to be shared proportionately by the rate payers.

Mr. Mehta recommended that the motion be, the Board to adopt the maximum rate increase pursuant to exhibit 1 on the rate payer notice that went out. However, to implement immediately an increase of a revenue of \$310,000.

It was moved by Director Frank Caron and seconded by Director Courtney Caron for the Board to adopt the maximum rate increase pursuant to exhibit 1 on the rate payer notice that went out. However to implement immediately an increase of a revenue of \$310,000. The motion carried by a vote of 3-2-0 with Director's Frank Caron, Courtney Caron, and Martin Smith voting yes and Director's Cathy Hood and Vivien Spicer-Johnson voting no.

Director's Comments

Director Vivien Spicer-Johnson stated that she was at the LAFCo meeting.

Adjournment

President Courtney Caron adjourned the Regular Meeting at approximately 12:26 a.m.

Respectfully Submitted,

Courtney Caron, President

Ravi Mehta, Secretary

Martin Smith, Vice President

Vivien Spicer-Johnson, Board Member

Cathy Nelson-Hood, Board Member

Frank Caron, Board Member

EXHIBIT 1

Title 4, Water System Regulations, Chapter 4.31 FEES, CHARGES AND BILLING of the Rio Linda/Elverta Community Water District's Policy Manual Water shall be amended with Section 4.31.205 California Department of Public Health Compliance Order 01-09-07-CO-004 Capital Projects Surcharge effective for all bills rendered by the District on, or after, March 7, 2011:

Rate Increase Schedule

Summary of Current and Calculated Water Rates (Bi-Monthly)

	Base/Fixed Bi-Monthly Charge							Flow/Commodity Charge (1)		
	5/8"	3/4"	1"	1-1/2"	2"	3"	4"	Tier 1	Tier 2	Tier 3
Current								***Per HCF***		
Service Charge	\$29.00	\$34.80	\$52.20	\$101.00	\$162.00	\$304.00	\$507.00			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00			
TOTAL	\$48.00	\$53.80	\$71.20	\$120.00	\$181.00	\$323.00	\$526.00			
Flow Charge								\$0.43	\$0.54	\$0.68
2010-11	Effective March 7, 2011									
Service Charge	\$46.80	\$56.12	\$84.07	\$163.27	\$261.11	\$489.40	\$815.53			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00			
TOTAL	\$65.80	\$75.12	\$103.07	\$182.27	\$280.11	\$508.40	\$834.53			
Flow Charge								\$0.54	\$0.68	\$0.86
2011-12	Effective January 1, 2012									
Service Charge	\$48.17	\$57.76	\$ 86.53	\$168.04	\$268.74	\$503.70	\$839.35			
Capital Surcharge	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00			
TOTAL	\$67.17	\$76.76	\$105.53	\$187.04	\$287.74	\$522.70	\$858.35			
Flow Charge								\$0.56	\$0.70	\$0.88
2012-13	Effective January 1, 2013									
Service Charge	\$49.79	\$59.70	\$ 89.45	\$173.71	\$277.81	\$520.70	\$867.68			
Capital Surcharge	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00			
TOTAL	\$68.79	\$78.70	\$108.45	\$192.71	\$296.81	\$539.70	\$886.68			

Flow Charge \$0.58 \$ 0.73 \$ 0.91

2013-14

Effective January 1, 2014

Service Charge	\$51.47	\$61.72	\$ 92.47	\$179.47	\$287.20	\$538.30	\$897.01
Capital Surcharge	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00
TOTAL	\$70.47	\$80.72	\$111.47	\$198.47	\$306.20	\$557.30	\$916.01

Flow Charge \$0.60 \$ 0.75 \$ 0.94

2014-15

Effective January 1, 2015

Service Charge	\$53.22	\$63.82	\$ 95.62	\$185.69	\$296.97	\$556.61	\$927.52
Capital Surcharge	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00
TOTAL	\$72.22	\$82.82	\$114.62	\$204.69	\$315.97	\$575.61	\$946.52

Flow Charge \$0.62 \$ 0.78 \$ 0.98

2015-16

Effective January 1, 2016

Service Charge	\$55.04	\$66.00	\$98.88	\$192.03	\$307.11	\$575.61	\$959.18
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00
TOTAL	\$74.04	\$85.00	\$117.88	\$211.03	\$326.11	\$594.61	\$978.18

Flow Charge \$0.64 \$ 0.80 \$ 1.01

EXHIBIT B

**Rio Linda / Elverta Community Water District
 Resolution 2013-02
 Rate Schedules**

Summary of Current and Calculated Water Rates (Bi-Monthly)

	Base/Fixed Bi-Monthly Charge							Flow/Commodity Charge [1]		
	5/8"	3/4"	1"	1-1/2"	2"	3"	4"	Tier 1	Tier 2	Tier 3
Per HCF										
2011-12	Effective January 20, 2012									
Service Charge	\$42.54	\$51.02	\$76.44	\$148.44	\$237.40	\$444.96	\$741.46			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$61.54	\$70.02	\$95.44	\$167.44	\$256.40	\$463.96	\$760.46			
Flow Charge								\$0.56	\$0.70	\$0.88
Per HCF										
Current 2013	Current Rate Effective January 1, 2013									
Service Charge	\$43.82	\$52.55	\$78.73	\$152.89	\$244.52	\$458.31	\$763.70			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$62.82	\$71.55	\$97.73	\$171.89	\$263.52	\$477.31	\$782.70			
Flow Charge								\$0.58	\$0.73	\$0.91
Per HCF										
2013	Effective January 20, 2013									
Service Charge	\$49.79	\$59.70	\$89.45	\$173.71	\$277.81	\$520.70	\$867.68			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$68.79	\$78.70	\$108.45	\$192.71	\$296.81	\$539.70	\$886.68			
Flow Charge								\$0.58	\$0.73	\$0.91
Per HCF										
2013-14	Effective January 1, 2014									
Service Charge	\$51.47	\$61.72	\$92.47	\$179.47	\$287.20	\$538.30	\$897.01			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$70.47	\$80.72	\$111.47	\$198.47	\$306.20	\$557.30	\$916.01			
Flow Charge								\$0.60	\$0.75	\$0.94
Per HCF										
2014-15	Effective January 1, 2015									
Service Charge	\$53.22	\$63.82	\$95.62	\$185.69	\$296.97	\$556.61	\$927.52			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$72.22	\$82.82	\$114.62	\$204.69	\$315.97	\$575.61	\$946.52			
Flow Charge								\$0.62	\$0.78	\$0.98
Per HCF										
2015-16	Effective January 1, 2016									
Service Charge	\$55.04	\$66.00	\$98.88	\$192.03	\$307.11	\$575.61	\$959.18			
Capital Surcharge	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00			
TOTAL	\$74.04	\$85.00	\$117.88	\$211.03	\$326.11	\$594.61	\$978.18			
Flow Charge								\$0.64	\$0.80	\$1.01

[1] The commodity or flow rate is per 100 cubic feet and is for usage over 600 cubic feet (bi-monthly) per the following tiers:

	Tier 1	Tier 2	Tier 3	
5/8"	601-2600	2601-15600	15,601+	cubic feet
3/4" - 1 1/2"	601-5800	5801-44800	44801+	cubic feet
2" - 4"	601-55200	55201-286000	286001+	cubic feet

Per HCF = Per Hundred Cubic Feet

**-DRAFT-
MINUTES OF THE
JANUARY 5, 2013
SPECIAL MEETING
AND
WORKSHOP
OF THE BOARD OF DIRECTORS OF
THE RIO LINDA/ELVERTA
COMMUNITY WATER DISTRICT**

CALL TO ORDER AND ROLL CALL

The January 5, 2013 Special Meeting of the Board of Directors of the Rio Linda/Elverta Community Water District was called to order at 1:02 p.m. at the Depot/Visitor Center located at 6370 Front Street, Rio Linda, Ca. General Manager, Mary Henrici took roll call of the Board of Directors. President Brent Dills, Director Duane Anderson, Director Matt Longo, Director Frank Caron and Director Paul Green, Jr. were present.

PLEDGE OF ALLEGIANCE

General Manager, Mary Henrici led the pledge of allegiance.

President Dills made an opening statement thanking the community and setting guidelines of conduct for the meetings.

PUBLIC COMMENT FOR CLOSED SESSION

Public Member, Mary Harris requested to know who the attorney of record is for each of the closed session items. She also asked the Board to waive the attorney client privilege and provide the public detailed descriptions of where the \$1.2 million dollars has been spent.

The Board recessed to closed session at 1:12 pm.

- 1.) CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Pending Litigation - Joseph Sherrill. Sac. Superior Court Case # 34-2011-00103481.
- 2.) CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Pending Litigation - Joseph Sherrill. Sac. Superior Court Case # 34-2012-8000-1135.
- 3.) CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Pending Litigation - Joseph Sherrill. Sac. Superior Court Case # 34-2012-8000-1095.
- 4.) CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Pending Litigation - Joseph Sherrill. Sac. Superior Court Case # 34-2012-8000-1108.

Public session reconvened at 2:14 pm.

ANNOUNCEMENT FROM CLOSED SESSION

- 1.) The Board received an update from General Counsel and no decision was made.
- 2.) The Board received an update from General Counsel and no decision was made.
- 3.) The Board received an update from General Counsel and no decision was made.
- 4.) The Board received an update from General Counsel and no decision was made.

PUBLIC COMMENT

Public Member, Vivien Johnson commented on the legitimacy of the workshop and meeting. Public Member, Mary Harris also questioned the legitimacy of the workshop / meeting.

SCHEDULED ITEMS

1.1 Resolution 2013-01 Rescinding Resolution 2012-17

It was moved by Director Green and seconded by President Dills to approve Resolution 2013-01.

The Finance Committee chairman, Director Anderson stated that the committee was concerned that funds were going to be charged to inactive accounts. He further stated that it is the intent of the Finance Committee to adjust the standby fee amount from the base and surcharge fees currently charged to all customers to \$27.68 per inactive connection.

Director Caron expressed concern that the \$27.68 is not an adequate amount to sustain the District and pay the existing loans.

General Counsel, Ravi Mehta stated that based on public comments at the previous meeting he believes that there needs to be equity on both sides.

Director Longo stated that the Resolution presented does not address properties with multiple meters. So, that would need to be added or dealt with in the future.

President Dills requested that staff identify the number of parcels with two meters. G.M. Henrici stated that is a problem because every meter has its own unique account number.

The motion and second were withdrawn.

It was recommended that this item be reviewed by the Finance Committee and brought back to the Board for consideration

1.2 Strategic Planning Workshop #1

Mr. Jim Carson of Affinity Engineering provided a powerpoint presentation covering capital improvement planning from an engineering perspective.

Public Member, Belinda Paine commented on the Capital Improvement funds.

G.M. Henrici discussed the staffing needs of the District as described by the CDPH.

President Dills presented various strategic planning issues outlining repairs and upgrading the District infrastructure and capital improvement projects.

1.3 Resolution 2013-02 adopting Ordinance 2011-01 Rate Increase

President Dills explained that the District does not have enough funds to pay bills or set aside money for reserve funds. The Finance Committee recommends that the full rate increase of January 20, 2011 be implemented to properly operate the District.

Board discussion followed, it was noted that there was a rate study done and the recommended increase was not implemented at that time.

General Counsel, Ravi Mehta stated that the Resolution 2013-02 needs the Exhibit showing the future incremental increases.

The Board accepted public comment.

It was moved by Director Green and seconded by President Dills to implement the full rate increase approved in Ordinance 2011-01 and direct staff to provide the exhibit showing the future incremented increases. The motion carried by a unanimous vote of 5-0-0.

1.4 Finance Committee

President Dills stated that it is the responsibility of the working committees of the District to review and present findings and recommendations to the Board.

The Board accepted public comment.

9.0 Directors' and General Manager Comments

Director Longo asked if the public could assist with the committees.

President Dills stated that he has written a column to be placed on the District website "President's Corner".

Director Anderson thanked all present for their comments and participation.

President Dills adjourned the meeting at 4:45 pm.

Respectfully submitted,

Mary Henrici,
Secretary to the Board

Brent J. Dills
President



Executive Committee Agenda Item: 3

Date: August 2, 2021

Subject: Status of Innov8 / WaterScope Pilot Test Phase 2

Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should receive the staff report on the status of the Innov8 / WaterScope pilot study. This is an informational item.

Current Background and Justification:

The phase 2 devices have been installed and the WaterScope enrollment instructions have been distributed to the account holders. One of the new device recipients has provide feedback (included as documents associated with this item).

The integration with our billing software is currently scheduled to commence on August 2nd.

Conclusion:

The Executive Committee should discuss and request any additional details needed.

From: D
Sent: Thursday, July 22, 2021 1:22 PM
To: Tim Shaw <GM@rlecwd.com>
Subject: Waterscope

Tim,

Okay. I admit it. I'm not much for technology or figures, and I had my doubts that I would even understand the Waterscope program. But the Waterscope program is user friendly, interesting, and borders on addictive.

Good news: No leaks. More good news: A large percentage of my outdoor water usage is front lawn. That's the lawn I'm letting die. Of course, the trees will still get some, but at least it won't be wasted on lawn.

I'm also assuming that it's very precise. Unfortunate that it's not mandatory on all meters. I recall you mentioning that as meters get old, they don't measure as well. Would the Innov8 device remedy that? (rhetorical question).

Anyway, I signed up for the program as a show of good faith and to be a good sport. Now I like it. I don't know if I'll keep it past the pilot period, because once I learn how to remedy some things, I won't need it anymore. But I would recommend it to anyone who wants to know how to use water more efficiently.

You probably saw the news about wells in Glenn County going dry:

<https://www.kcra.com/article/hundreds-glenn-county-without-water-wells-dry-drought/37097344>

Eventually, SGA might not have to be concerned about monitoring wells.

Thanks for suggesting the program,

D

From: Tim Shaw <GM@rlecwd.com>
To: D
Sent: Thu, Jul 22, 2021 2:17 pm
Subject: RE: Waterscope

D:
Thank you for the wonderful feedback!

I agree with nearly all of the feedback you've provided. Particularly, I've envisioned there are more customers like you who may only have a temporary benefit for the device and program, e.g., to calibrate their water consumption patterns/practices. That is one of the reasons I advocated for this system and requested definitive confirmation from the vendor that the units can be reallocated to another service. For example, if you decide your consumption patterns are sufficiently calibrated and that all changes you've been considering have been vetted, you could then opt out and we come and collect the device you were using. We then install that device you were using on another service, who has enrolled in the program. The new benefactor can then follow your pattern of temporary use for calibration of consumption or he/she might just keep it for years.

One reason to keep the devices longer includes the budget and alerts features. You can set up water budgets and leak alerts to message you immediately upon detecting a problem. If we focus just on the leaks notices feature, and consider that our billing cycles are two months long, it could be as long as 60-

days after the leak starts before you have a chance of noticing a leak based on the increase in consumption shown in your bill. Conversely, the Innov8 message comes to you the first day of detection. If your device identifies a leak in one day instead of 60 days without the device. the savings in that billing cycle alone pays for many months of the charge to keep the device.

Anecdotally, an employee who tested the device in the phase 1 pilot shared that he uses the device to show his family members the cost of being lazy, indifferent and otherwise apathetic about the cost of water. He had a family member leave water on (accidentally, but also not caring enough to preclude). The employee then used the WaterScope app to show his family member that cost.

Just for the record, no, the Innov8 device will not increase the meter's accuracy. Meter's still spin slower as they age, so an old meter will read lower than a new meter. However, the WaterScope software can be used to quantify the deterioration in accuracy.

Also, I did see the Glen County (Orland) dry wells story last night. When you couple those stories with particulars of the major reservoirs level descending and the projected dates that water purveyors intakes will be above the lake levels AND the dates hydroelectric power production will halt because the lake levels are below penstocks, it really puts the emergency in the term drought emergency.

[Timothy R. Shaw](#)

General Manager

Rio Linda / Elverta Community Water District

(916) 991-8891



Executive Committee Agenda Item: 4

Date: August 2, 2021

Subject: Revision of FY 2021/2022 Preliminary Budget

Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should forward an item onto the August 16th Board agenda to enable Board consideration of a necessary revision to the fiscal year 2021/2022 Preliminary Budget.

Current Background and Justification:

The Board approved the FY 2021/2020 Preliminary Budget at the June 21, 2021 regular Board meeting. However, this week the District received the annual invoice from the Sacramento Groundwater Authority (SGA), which included a 15% increase over last year's invoice. The Preliminary Budget did not anticipate such increase, which was approved by the SGA Board of Directors a few months ago. The SGA 15% increase is primarily attributable to the planned increase in full-time personnel at SGA.

Conclusion:

I recommend the Executive Committee forward this item onto the August 16th Board agenda with the Committee's recommendation for Board approval.



Executive Committee Agenda Item: 5

Date: August 2, 2021

Subject: Consequences for Protracted Rates Restructuring Process

Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should engage in dialog with staff regarding the subject matter of this agenda item.

Current Background and Justification:

In September of 2019, the RLECWD Board formally began consideration of the rates restructuring, which was initiated pursuant the Board adopted, community involved RLECWD Strategic Plan. The rate study / cost of service analysis consultant was Board approved in spring of 2020. In addition to the hindrances which were literally beyond the control of the District, e.g. COVID and organized opposition forced postponement of June 2021 public hearing, the District endured several delays throughout the protract process. This Board authorized delays included, but are not limited to;

- Delaying the progress on establishing the means for providing customers' access to water consumption data.
- Delaying the scheduled effective date of rates implementation from January 2021 to July 2021.

These delays have consequences, both obvious and subtle. Moreover, when delays are coupled with deadlines, the District's workload endures compression upon compression. Staff endures stress and priorities have to be revised. Routine items with deadlines become sacrificed. Examples of sacrificed and revised priorities include; Direct assessment of delinquent accounts (due for submittal to the County Tax Assessor by August 10th each year), and initiation of the paperless billing project (discussed by the Board for years).

It what some might classify as karma, one of the factors limiting the District's ability to mitigate delays (both within and outside the grasp and control of the District) can be traced back to prior

District rate adjustments, which were also typically protracted and emotionally charged. These prior rates adjustment processes, which were also compelled by the state's adoption of new mandates and enforcement actions, entailed personnel reorganization. These intended reorganization efforts included removing supervisory responsibilities of staff who previously supervised other staff and provided human resources (HR) services (see 2012 Admin Supervisor / Conservation Coordinator position description in documents associated with this item). These roles and responsibilities were transferred to the General Manager. Thus, the pay and benefits to employees other than the General Manager were dramatically reduced ironically, one of the intended objectives was to decrease the turnover in General Managers by using the net savings to increase compensation of the General Manager. Similarly ironic is that the turnover in General Managers arguably has been higher instead of lower. Regardless turnover in General Managers has not improved.

There are multiple documents in this agenda packet associated with this item. The common thread of the included documents is that actions have consequences. These consequences can be obvious, especially in hindsight. It behooves the District and the community served to learn from these cause and effect iterations.

Conclusion:

I recommend the Executive Committee engage in dialog within the subject matter of this item. The Committee should then provide staff direction and/or forward in item onto a subsequent Board agenda, as may be deemed necessary and appropriate by the Committee.



Items for Discussion and Action Agenda Item: 4.6

Date: September 16, 2019

Subject: Consider Approving a Request for Proposals (RFP) for Engaging a Rate Study Consultant

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

The Executive Committee forwarded this item onto the September 16th Board agenda with a recommendation for Board approval.

Current Background and Justification:

As discussed in previous Committee and Board meetings, the District's current rate structure is an impediment for compliance with SB 606, AB 1668, AB 685 and SB 555. These new laws implement newly established standards and requirements for water use minimum efficiency and affordability. SB 555 also establishes a maximum allowable water loss, making the District's 600 cubic feet (6-units) of metered/not billed practice inappropriate. An informal review of rates by agencies who are members of RWA reveals RLECWD is the only RWA member agency providing metered/not-billed water.

Other aspects of the informal rates comparison reveal that RLECWD current rate structure has the highest percentage of fixed cost among 33 agencies in the Sacramento and Bay Area regions. High fixed charges mean the ratepayers have very limited financial incentive to use water efficiently.

AB 685 and subsequently adopted laws have begun the evaluation of water affordability. The State recently launched a website where the public may review the relative affordability of their water agency in comparison to neighboring water agencies

(<http://oehha.maps.arcgis.com/apps/MapSeries/index.html?appid=a09e31351744457d9b13072af8b68fa5>). The Score for RLECWD water affordability for County Poverty Threshold is "1" on a scale of 0 to 4 with 4 being the most affordable and zero being least affordable. The matrices used include comparing agency rates for 6-units of water per month. Because the 6-units of metered/not billed structure at RLECW will eventually contribute to fines for exceeding SB 555 water loss limits, the metered/not billed structure will need to be eliminated. If we only eliminated the metered/not billed 6-units the RLECW affordability score becomes worse, i.e. less affordable.

Although the District engaged a professional rates study consultant in 2016, when the District established the current rate structure, the rate structure lacked a forward-thinking perspective and overly focused on establishing a funding mechanism for Hexavalent Chromium mitigation facilities construction. Note: Surcharge #2 provides treatment facilities construction. Surcharge #2 does not provide funding for operation of Hexavalent Chromium treatment facilities. The 2016 adopted RLECWD water rates do not address the “conservation is a permanent way of life in California” and “Human rights to water” principles and new laws

Conclusion:

I recommend the Board review all the documentation associated with this item, including the draft RFP for engaging a professional rates consultant. Then approve the RFP and direct staff to take actions necessary to solicit responses from appropriately qualified rate study firms.

Board Action / Motion

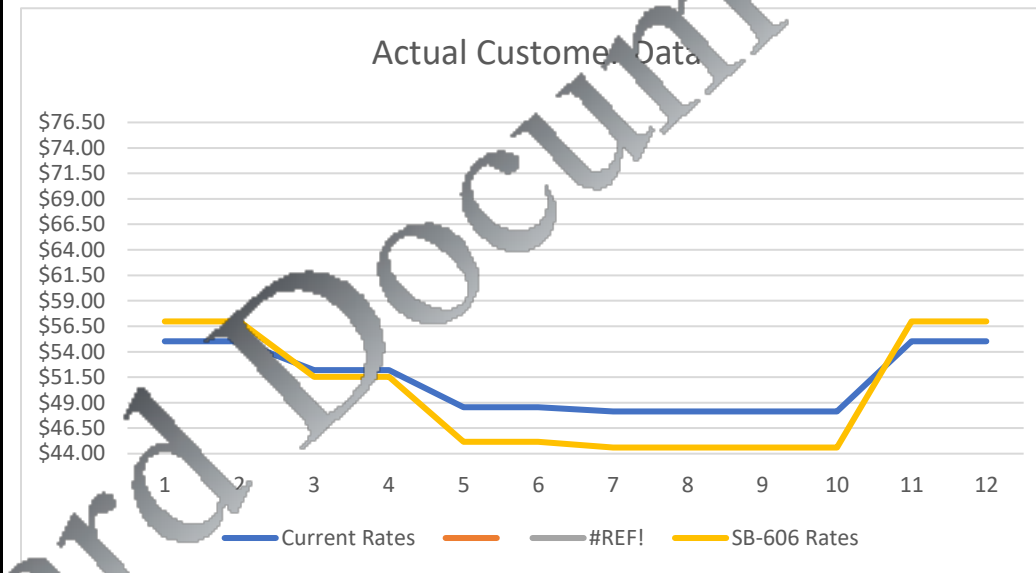
Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____ Reisig _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Sept 2019 Board Document

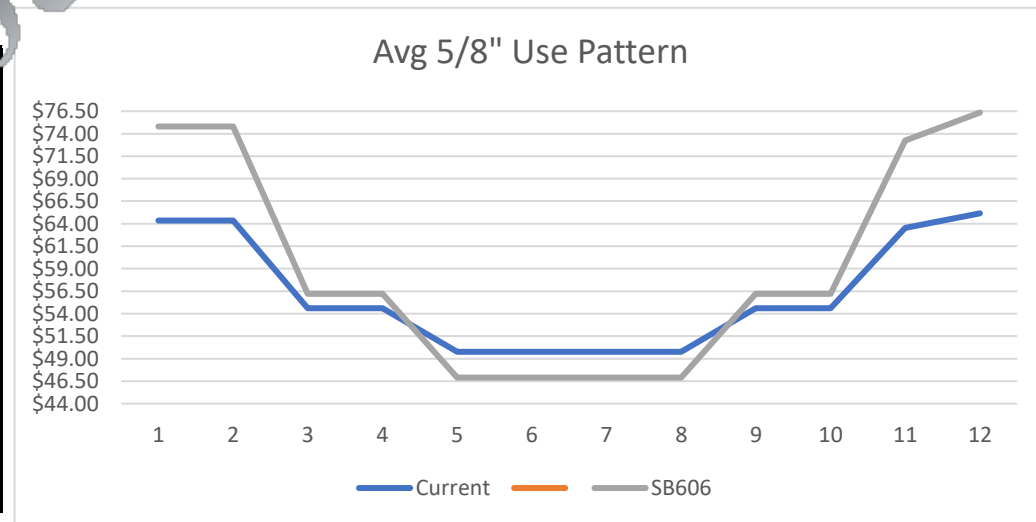
al Customer 5/8 inch Service consumption 2 Occupants Minimal Irrigation

Service from July 2018 to June 19	CCF	Gal. per day per person	SB-606 Indoor Allocation	SB-606 Outdoor Allocation	Gallons per Person Over/Under	Current Rates	SB-606 Rates
July	12.5	156	55	To Be Determined	101	\$55.03	\$56.98
August	12.5	156	55	To Be Determined	101	\$55.03	\$56.98
September	9	112	55	To Be Determined	57	\$52.19	\$51.55
October	9	112	55	To Be Determined	57	\$52.19	\$51.55
November	4.5	56	55	0	1	\$48.55	\$45.18
December	4.5	56	55	0	1	\$48.55	\$45.18
January	4	50	55	0	-5	\$48.14	\$44.60
February	4	50	55	0	-5	\$48.14	\$44.60
March	4	50	55	0	-5	\$48.14	\$44.60
April	4	50	55	0	-5	\$48.14	\$44.60
May	12.5	156	55	To Be Determined	101	\$55.03	\$56.98
June	12.5	156	55	To Be Determined	101	\$55.03	\$56.98
Annual Total						\$614.13	\$599.75



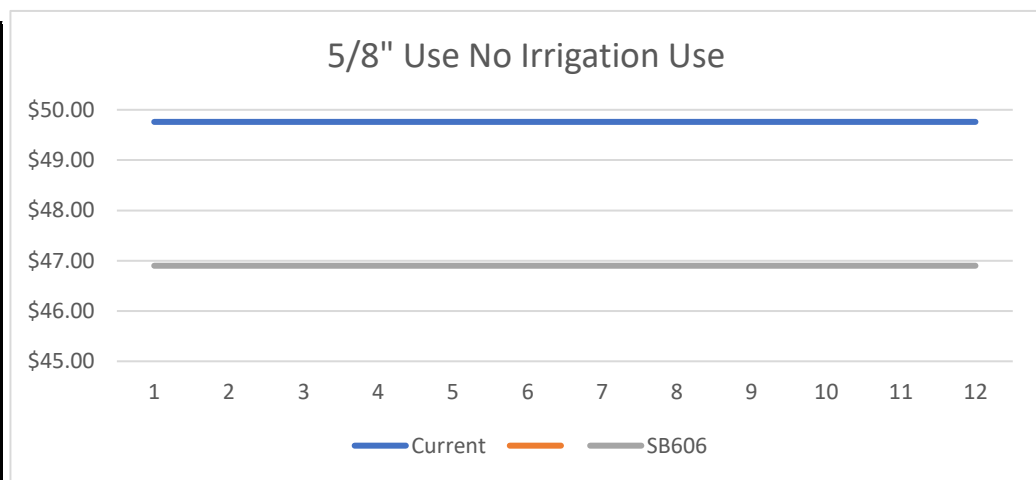
Average 5/8 Service House with 3.0 Occupants and Seasonal Lawn Irrigation

	Current	SB606
July	\$64.34	\$74.80
August	\$64.34	\$74.80
September	\$54.62	\$56.20
October	\$54.62	\$56.20
November	\$49.76	\$46.90
December	\$49.76	\$46.90
January	\$49.76	\$46.90
February	\$49.76	\$46.90
March	\$54.62	\$56.20
April	\$54.62	\$56.20
May	\$63.53	\$73.25
June	\$65.15	\$76.35
Annual Total		\$674.88 / \$711.60



5/8" Service with 3 occupants and no irrigated landscape

	Current	SB606
July	\$49.76	\$46.90
August	\$49.76	\$46.90
September	\$49.76	\$46.90
October	\$49.76	\$46.90
November	\$49.76	\$46.90
December	\$49.76	\$46.90
January	\$49.76	\$46.90
February	\$49.76	\$46.90
March	\$49.76	\$46.90
April	\$49.76	\$46.90
May	\$49.76	\$46.90
June	\$49.76	\$46.90
Annual Total		\$597.12 / \$562.80



**MINUTES OF THE
SEPTEMBER 16, 2019
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The September 16, 2019 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. at the Visitor's Depot Center located at 6730 Front Street, Rio Linda, CA 95673. General Manager Tim Shaw took roll call of the Board of Directors. Director Harris, Director Jason Green, President John Ridilla, Director Chris Gifford, Director Robert Reisig and General Manager Tim Shaw were present. Director Gifford led the pledge of allegiance.

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

3.1 Minutes

August 19, 2019

3.2 Expenditures

3.3 Financial Reports

No public comment.

It was moved by Director Harris and seconded by Director Reisig to approve the consent calendar. Directors Green, Harris, Gifford and Reisig and Ridilla voted yes. The motion carried with unanimous vote of 5-0-0.

REGULAR CALENDAR

4. ITEMS FOR DISCUSSION AND ACTION

4.1. General Manager's Report

GM Shaw provided a written report.

No public comment.

The Board made no action on this item

4.2 District Engineer's Report – Mike Vasquez

District Engineer Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board. The report highlighted topics of General District Engineering, Well 16 Pumping Station Equipping and Site Design Project, DWR Proposition 84 Grant Funding for Well #16.

No public comment on this item.

The Board made no action on this item

4.3 Consider request from Ron Hyce to authorized resale or transfer of the capacity granted to Mr. Hyce in 1991.

Mr. Hyce has requested to sell his capacity in the drinking water system from the RLECWD Board of Directors and staff many times in the 28 years since the agreement providing a conditional 1-inch service was executed in 1991. Each time the Board's ruling was the same, the entitlement is not transferable.

Public members Mr. Ron Hyce and Mr. Jack Nolan attended the meeting asking the Board to reconsider the ability for Mr. Hyce to sell the 1" service. Mr. Jack Nolan is asking for possibility of considering mediation to have an uninterested party review the ability to sell the 1" service. Mr. Nolan informed the Board that Mr. Hyce is of an age he no longer wants to build and has this 1" service that he no longer needs.

District Counsel Barbara Brenner informed Mr. Nolan that the District had offered to negotiate a value for Mr. Hyce's 1" inch service connection. GM Tim Shaw stated Mr. Hyce was given a letter, included in the Board packet, approved by the Board based on the original value in 1991 of a 1" connection adjusted for inflation.

Mr. Nolan stated if the Board is willing to negotiate with Mr. Hyce, then he will wait to hear from the District until Next Monday, September 23rd before pursuing legal action.

No action was taken on this item.

4.4 Reconsider employees request for accommodating 4-10s alternative work schedule, which entails District office being closed on Fridays.

In 2018, prior to engaging in MOU renewal negotiations, all employees (excluding the GM) signed a letter and submitted the letter to the GM. The letter expressed the employees desire to transition to a 4-10 schedule (four days per week with ten hours per workday). The old and new MOU contain the same subject matter language, which empowers the GM to adjust the operating hours of the District to meet the operational needs of the District.

The new MOU established an Employee Retention Management Advisory Committee. One of the subjects that has been explored at the Advisory Committee has been flexible work schedules. The Advisory Committee has discussed both 9/80 and 4-10 schedules and has chosen to focus on 4-10s. The GM has advised that when the Board discussed the change in 2018, the Board's direction was to provide plenty of lead time and to distribute a notice to the ratepayers regarding the change in operating hours for the office, i.e. closed Fridays and open from 7:00 A.M. to 5:30 P.M. Mon -Thur. The GM has noted in the Advisory Committee meetings that the Board experienced substantive turnover since the Board provided direction in 2018. Accordingly, dialog with the Executive Committee and the Board is an essential next step.

Given the language in the MOU regarding GM authorization and the established provisions/restrictions regarding collective bargaining. It is inappropriate for the Board to vote on a change of operational hours. Conversely, it is entirely appropriate for the Board to provide feedback, ask questions, and provide direction to the GM.

No public comment on this item.

It was moved by Director Harris to deny the request by the employees for a 4-10 work schedule. No second. Motion failed.

It was moved by Director Ridilla and seconded by Director Reisig to not take action on this item and defer to GM Shaw's judgement on setting flexible work schedules. Director Green, Ridilla, Reisig and Gifford voted yes. Director Harris abstained. The motion carried with a vote of 4-0-1.

4.5 Consider accepting Opus Bank terms and conditions and authorizing execution of Opus Bank Resolution to open an account through the construction phase of Well #16 project.

At the August 19th Board meeting, the Board Members were apprised that Opus had not submitted their terms and conditions documents in time for RLECWD Board consideration. The Board Members were further advised that staff believed the Opus Bank loan final draw could be deposited into an Umpqua Bank account because the Board has already agreed to the terms and conditions for Umpqua.

Subsequent to the August 19th Board meeting, Opus Bank provided their interpretation of the existing loan agreement. Opus asserts that the District must use an Opus account for this purpose. This appears counterintuitive because the terms of such an account (e.g. interest rates, monthly service charges, fees for anticipated banking transactions, etc.) are not stipulated in the February 2018 Opus Bank Loan Agreement. Nevertheless, the District's Bond Counsel for this loan, Brian Quint has reviewed the material and agrees with the interpretation from Opus. District General Counsel, Barbara Brenner was copied on all correspondence with Opus and Bond Counsel.

Apparently, the District has very limited discretion. The District is virtually compelled to open an Opus Bank account and must accept Opus terms to do so. In light of the confusion and interpretable loan agreement language, Opus is waiving the fees for all transactions and the monthly service fee. Unfortunately, Opus will pay only 0.15% (extremely low) on the account balance from beginning to final payout to contractors/vendors on Well #16. In the meantime, Opus has transferred the \$3.2 million into an Opus Bank account and stipulated the District may not make any withdrawals (i.e. to pay Well # 16 vendors/contractors) unless and until the District submits are requisite documents.

Legal Counsel was provided a copy of the Opus Bank terms and conditions on August 19th.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to accept the Opus Bank account terms and conditions, and further authorize to execute all required documents to establish the Opus Bank account for disbursing qualified payments for design, permitting and construction of the Well #16 Groundwater Pumping Station. Directors Green, Harris, Ridilla, Reisig and Gifford voted yes. The motion carried with unanimous vote of 5-0-0.

4.6 Consider approving a Request for Proposals (RFP) to solicit responses from potential rates study consultants.

As discussed in previous Committee and Board meetings, the District's current rate structure is an impediment for compliance with SB 606, AB 1668, AB 685 and SB 555. These new laws implement newly established standards and requirements for water use minimum efficiency and affordability. SB 555 also establishes a maximum allowable water loss, making the District's 600 cubic feet (6-units) of metered/not billed practice inappropriate. An informal review of rates by agencies who are members of RWA reveals RLECWD is the only RWA member agency providing metered/not-billed water.

Other aspects of the informal rates comparison reveal that RLECWD current rate structure has the highest percentage of fixed cost among 33 agencies in the Sacramento and Bay Area regions. High fixed charges mean the ratepayers have very limited financial incentive to use water efficiently.

AB 685 and subsequently adopted laws have begun the evaluation of water affordability. The State recently launched a website where the public may review the relative affordability of their water agency in comparison to neighboring water agencies (<http://oehha.maps.arcgis.com/apps/MapSeries/index.html?appid=a09e31351744457d9b13072af8b68fa5>). The Score for RLECWD water affordability for County Poverty Threshold is “1” on a scale of 0 to 4 with 4 being the most affordable and zero being least affordable. The matrices used include comparing agency rates for 6-units of water per month. Because the 6-units of metered/not billed structure at RLECWD will eventually contribute to fines for exceeding SB 555 water loss limits, the metered/not billed structure will need to be eliminated. If we only eliminated the metered/not billed 6-units the RLECWD affordability score becomes worse, i.e. less affordable.

Although the District engaged a professional rates study consultant in 2016, when the District established the current rate structure, the rate structure lacked a forward-thinking perspective and overly focused on establishing a funding mechanism for Hexavalent Chromium mitigation facilities construction. Note: Surcharge #2 provides treatment facilities construction. Surcharge #2 does not provide funding for operation of Hexavalent Chromium treatment facilities. The 2016 adopted RLECWD water rates do not address the “conservation is a permanent way of life in California” and “Human rights to water” principles and new laws.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to approve the RFP for engaging a professional rate consultant and direct staff to take actions necessary to solicit responses from appropriately qualified rate study firms. Directors Green, Harris, Ridilla, Reisig and Gifford voted yes. The motion carried with unanimous vote of 5-0-0.

4.7 Consider options for outsourcing the printing, folding, stuffing and mailing of the Districts bimonthly bills

The District’s interest in outsourcing of the bill printing et al process was based on improving efficiency. Subsequent discussions have heightened the interest in outsourcing due to anticipated person-hour demands from SB-998. Simply, SB-998 will consume staff time, so we need to reduce staff time in other areas to preclude increasing labor costs.

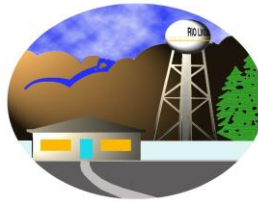
Two quotes have been obtained one from Neopost and the other from ABS. The Neopost quote details were obtained Sept. 3rd and was not as good as Neopost reps originally indicated. Neopost is approximately 40% more expensive than the ABS presort option. Overall, with the structure of the Neopost recurring fees (monthly service charge), Neopost is 70% more than ABS presort. Lastly, Neopost requires a contract, which entails Legal Counsel review and one of those auto-renewal unless cancelled in advance terms. ABS does not require an contract.

ABS presort will save additional money via a lower postage rate (lower than the District currently pays) as well as lower cost for paper and envelopes.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to direct staff to engage ABS Presort for printing, folding, stuffing and mailing the District’s bimonthly bills. Directors Green, Harris, Ridilla, Reisig and Gifford voted yes. The motion carried with unanimous vote of 5-0-0.

RIO LINDA



ELVERTA

Items for Discussion and Discussion Agenda Item: 4.4

Date: October 21, 2013

Subject: **General Manager Compensation**

Staff Contact: Mary Henrici, General Manager

Recommended Committee Action:

There is no recommended committee action on this item. This item is for discussion and determination if it should go to the Administration and Finance Committee.

Current Background and Justification:

Director Green has asked that the Board discuss the General Managers current compensation. Below is his justification for the review of her salary:

1. Size of district does not mean any less management. She is responsible to us for knowing and ensuring we know the same rules and regulations as any other GM (technical competence), for helping to set a "vision" for the district, and along with you, for being the primary spokespersons for the district.
2. Number of employees is not a major contributor with the exception of hiring, discipline and firing. And the general manager should have the highest base salary in the district and a clearly defined grade spread above the next highest paid employee.
3. She is a supervisor secondarily and a manager/leader first and foremost.
4. The results of her management should be potable water to customers in a timely manner with enough pressure to meet their needs regardless of how many or how few customers are in the district.
5. I believe it is best to improve upon what is had and believe that competent people get "antsy" after a while and begin looking to relocate if they are not appreciated through comparable compensation with their peers. This, I believe would be a negative for us in two reasons: a) outgoing people's energy level drops when they have no long term commitment to the future; and b) it is more costly in both time and money to hire and train a new person.

6. I look at the GM as part of the leadership team with you being (military vernacular) the commanding general, the other boards being members of your staff and the GM being the base commander. Accordingly, if we all are moving in the same direction as a phalanx we can achieve more noting that the "dotted lines" are not in line authority.

7. Past performance may be a factor, but to me, a small factor because of from whence the District came and the lack of training offered previously and the diametrically opposed expectations of previous boards.

Staff comments:

During the last contract negotiation the General Manager had requested her wage be increased to \$90,000 per year. At the May 2011 meeting of the Board Director Frank Caron requested that the Board's proposed salary of \$85,680 be changed to \$90,000 because the Department of Health had written an outstanding letter to the District saying that Mary Henrici has done an excellent job and praising her for the work that has been done since she has been here. The motion to increase salary was moved by Frank Caron and Seconded by Courtney Caron. It was voted down by the other three Board members.

The Manager still feels that the salary of \$90,000 was justified at the time and the District is still facing many challenges that she will need to guide the agency through. The Elverta Specific Plan and a viable surface water supply along with the construction of our tank are the type of things in addition to the regular duties of a General Manager in a larger District. In a larger organization there would be additional staff to oversee these tasks. We also do not have an HR department. I have hired 4 people in the last 2 months and in the process of hiring another at this time.

Attached is a listing of General Manager salaries from other water Districts throughout the State which was taken from the 2011 State Controller's office database. There is additional information added for Districts of comparable size.

Conclusion:

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:____ Green:____ Caron:____ Anderson:____ Longo:_____.

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



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Water district managers get pay hikes as rates increase, revenue drops

By Brad Branan

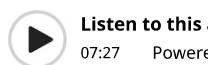
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BY MCCLATCHY



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Independent water managers by 14 per customer rates and

d pay for general lost raised

General managers at eight independent water districts in the area receive an average base salary of \$168,000 annually, according to salary information obtained through the California Public Records Act. The Sacramento Bee surveyed public districts that only provide water and are not part of larger government entities, such as Sacramento County or the city of Sacramento.

Officials at the districts with the biggest salary increases say the hikes were necessary to make pay competitive with that of other general managers in the region.

TOP ARTICLES

Cockroach infestations are growing in Placer, Sacramento. Expert tips on limiting the pests

In the last five years, Carmichael Water District General Manager Steve Nugent received the highest one-time raise for general managers at independent water districts in the region. Nugent had an 18 percent boost in March that put his pay at \$156,000, not counting other incentives. The decision came after the district's board had approved a plan for five years of rate hikes to boost revenue by 12 percent.

That's been the pattern at other districts, with pay raises coming shortly after or before rate increases for capital improvements, debt service and other expenses. At least six of the eight independent water districts have approved rate increases in the last five years.



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The raises also follow a loss in revenue from the drought. Water agencies in the Sacramento Regional Water Authority, including the city and county of Sacramento, estimated they lost \$25 million, or a 12 percent drop in revenue, due to conservation from January 2015 to September 2015.

Jon Coupal of the Howard Jarvis Taxpayers Association said he finds it hard to believe water districts can raise executive pay following such a financial hit.

“It’s adding insult to injury,” he said.

Independent water districts are also called “special districts,” agencies created to provide a specific service. While the California Special Districts Association calls the districts “accountable, public and open,” the Little Hoover Commission has raised concerns that they are susceptible to inefficiencies and abuse of public resources due to a lack of public involvement. The commission, a state oversight agency, is again reviewing special districts and will hold a hearing Aug. 25.

Jim Baker said he has been the rare Carmichael resident to attend water district meetings. He complains that the district’s elected board members are “directed, not directors” and cites the March salary raise discussion as an example.

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The board discussed Nugent’s salary in open session on March 21. Before a public vote on the proposed increase, Baker said, some board members tried to make the case that Nugent had not received a raise in six years. Baker said he told the board that Nugent had not gone that long without a raise, but no one, including staff, clarified the issue.

Board member Ron Greenwood confirmed Nugent’s account, and said the purported lack of a raise “was one of my justifications” for his approval of one in March.

However, records p
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The district board voted 3-2 in favor of his most recent raise. Other than Greenwood, district board members did not return messages seeking comment. District spokesman Chris Nelson said board members “indicated they wanted district staff to speak on their behalf.”

Nugent said he deserved the raise because he has successfully handled a number of challenges during his 13 years as head of the district. As accomplishments, he cites his work with Aerojet Rocketdyne on resolving groundwater contamination without going to court, installation of meters for the district’s customers and reduction of line leaks. Greenwood points to similar achievements as his reasons for supporting the raise, explaining that Nugent’s leadership has poised the district to increase revenue.

The board conducts a survey of general manager pay at other area water districts to help determine his pay, Nugent and Greenwood said. The goal is to place his pay in the middle of that range.

While Nugent’s salary is below the average for districts surveyed by The Sacramento Bee, he receives substantial compensation not counted as base salary. The district has also paid \$110,000 in six years for his “universal life insurance policy,” a plan that typically has a cash value in addition to its death benefits.

Nelson said it is standard practice for general managers to negotiate benefits such as additional life insurance or more leave time as part of their total compensation. He did not specifically answer questions about why Nugent sought additional life insurance rather than a higher salary.

Including the life insurance payment on an annual basis would place his compensation this year above the average for the general managers at districts reviewed by The Bee, around \$175,000.



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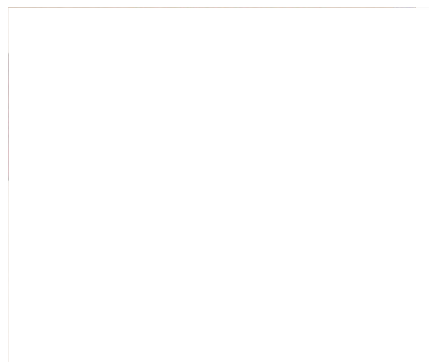
Baker said it makes no sense to pay Nugent a salary comparable to a general manager of a much bigger district. “That’s like paying the manager of an Ace Hardware the same as the manager of the Home Depot,” he said.

Carmichael provides service through 11,550 connections, fifth among the eight independent water districts in the region. The top-paid water managers at independent districts, who work at Placer County Water Agency and Sacramento Suburban, have roughly four times as many customers as Nugent.

Nugent and Greenwood said the size of a district should not be the deciding factor in determining salary. They say performance and the complexity of the job are what matters.

Mary Henrici, who recently retired as general manager at the Rio Linda/Elverta Community Water District, agrees. She said the job of water district manager does not differ that much from place to place.

Henrici received raises totaling 31 percent in the last five years, more than any other general manager at the region’s independent water districts. Before retiring this year, she made \$105,000 annually, less than any of the other independent water district general managers. Rio Linda/Elverta is one of the region’s smallest water districts, with just over 4,500 water connections.



The region’s smallest water district, Del Paso Manor, which provides about 1,800 connections in Arden Arcade, pays general manager Debra Sedwick \$122,000 a year, significantly more than what Henrici’s replacement at Rio Linda/Elverta receives.

Henrici said her raises were necessary to bring her salary in line with other managers in the region. Henrici has received credit for helping to turn around the

Rio Linda district, c
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Editor's note (Sept. Water District Boar on March 21. It has

the types of benefits general managers pursue in contract negotiations but did not specifically answer why Nugent was given additional life insurance rather than higher pay.

the Carmichael se in open session generally about

Brad Branam: [916-321-1065](tel:916-321-1065), @BradB_at_SacBee

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UPDATED JULY 26, 2021 10:25 AM

Rio Linda / Elverta Community Water District Staff

Mychael Cardenas, Interim General Manager
(916) 991-8891
MCardenas@rlecwd.com

Luis Chang, Assistant General Manager
(916) 991-8893
LChang@rlecwd.com

Pat Goyet, Lead Water Utility Operator
(916) 991-8892
PGoyet@rlecwd.com

Elizabeth Myers, Bookkeeper
(916) 991-5832
LMyers@rlecwd.com

Barbara Schiavone, Secretary/Receptionist
(916) 991-8894
BarbaraS@rlecwd.com

Renita Lehman, Clerk/Receptionist
(916) 991-8890
RLehman@rlecwd.com

Chris Bell, Clerk/Receptionist
(916) 991-3045
CBell@rlecwd.com

Glenn Gilkerson, Water Utility Operator
GGilkerson@rlecwd.com

Vincent Vigallon, Water Utility Operator
VVigallon@rlecwd.com

ADMINISTRATIVE SUPERVISOR/CONSERVATION COORDINATOR

GENERAL STATEMENT OF DUTIES:

Performs routine supervisory and complex accounting, administrative, and data processing work in maintaining the fiscal records and systems of the District, billing of utility services, supporting the administration of the District's standard operating policies and procedures, and providing administrative support to the General Manager; organizes and directs the District's conservation program.

SUPERVISION RECEIVED:

Works under the general direction of the General Manager who reviews work for effectiveness in conformance to established policy.

SUPERVISION EXERCISED:

Exercises direct supervision over Accounting Technicians and Secretary/Receptionists.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Maintains District accounting system; inputs data into financial accounting system; makes journal entries to balance and close monthly books in general ledger, revenue and expense accounts; reconciles general ledger and subsidiary accounts; reconciles bank accounts.

Performs accounts payable functions: processes invoices for payment; matches invoice with purchase order; checks all invoices for accuracy; verifies account codes for proper assignment of budget expenditure; prepares automated and manual checks for signature; mails checks; prepares list of checks for Board approval.

Supervises the operation of the water billing system; reviews water billings for correctness and accuracy and re-figures bills which have been issued to customers improperly; receives telephone calls and citizen visits concerning water bills; handles questions and matters of a more technical nature; responds to citizen complaints; pursues collection of delinquent utility accounts, including customer follow-up account research, preparing liens and write-offs for approval, appearing in court to testify in behalf of District, when appropriate.

Assures the reconciliation of daily cash balance and balancing cash on hand against receipts; reviews deposits for accuracy.

Maintains employee payroll and leave records; compiles payroll data such as hours worked; determines taxes, insurance, and retirement to be withheld and/or paid by the District on behalf of employee; prepares paychecks for signature; enters payroll information into general ledger; prepares payroll tax deposits and reports, group insurance payments and reports, retirement system payments and reports, and similar information.

Prepares periodic financial, statistical or operational reports and a variety of studies, reports and related information as assigned.

Meets with General Manager to develop clerical support work schedules and expedites workflow in order to provide support for all administrative functions of the District.

Trains, supervises and disciplines subordinate employees performing the clerical and accounting duties in the District Office.

Organizes and conducts the District conservation program pursuant to generally accepted standards; carries out water audits on site; calculates water budgets for customers; assists customers in development of irrigation practices.

Develops and maintains a procedures manual for all departmental operations.

Performs the duties of Accounting Technician and Secretary/Receptionist as needed and related duties as required.

PERIPHERAL DUTIES:

Interacts with vendors on invoices and questions regarding payments.

Answers payroll and leave related questions from employees.

Assists the General Manager in the development of the annual budget and the capital improvement and replacement program and the development of short term and long range plans.

As needed or as directed, composes, types, and edits a variety of correspondence, reports, memoranda, and other material requiring judgment as to content, accuracy, and completeness.

Serves on various employees, regional association, or other committees as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Five years experience as a bookkeeper with full responsibility for payables, receivables, payroll, and general ledger in a water utility or local governmental setting; completion of high school or college courses in accounting principals and computer use; graduation from high school; possession of a bachelor's degree in accounting may be substituted for up to two years of experience; possession of certification as a Water Conservation Practitioner from the American Water Works Association or the ability to obtain certification within one year of employment; possession of a valid California Driver's License or the ability to obtain one within one (1) month from employment.

Necessary Knowledge, Skills and Abilities:

Thorough knowledge of double entry and fund accounting theory, principles and practices, auditing theory and practices, internal control procedures, and bookkeeping and accounting procedures and systems; working knowledge of computers and electronic data processing, including LAN, accounting, word processing and spreadsheet software; working knowledge of modern office practices and procedures; knowledge of water conservation practices and landscape irrigation auditing; ability to perform arithmetic computations accurately and quickly; ability to communicate effectively verbally and in writing; ability to maintain effective accounting procedures, ability to carry out assigned projects to their completion without supervision; ability to establish successful working relationships; ability to work under pressure and/or frequent interruptions; ability to work with angry or difficult customers.

SPECIAL REQUIREMENTS :

Must be bondable.
Must pass a drug screening test.

TOOLS AND EQUIPMENT USED:

Personal computer, including accounting, billing, word processing and spreadsheet software; typewriter, 10-key calculator, phone, copy machine, fax machine and mail processing equipment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. A physical examination by a licensed physician selected by the District will be required prior to employment to determine if the applicant can meet the physical demands of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, finger, handle, or feel objects, tools, or controls; and reach with hands, wrists, and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderately noisy.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required; driving records will be evaluated; drug screening is mandatory, as is a physical to determine capability to meet the physical demands of the job.

GENERAL

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

**MINUTES OF THE
NOVEMBER 18, 2013
REGULAR MEETING OF THE BOARD OF DIRECTORS
THE RIO LINDA/ELVERTA
COMMUNITY WATER DISTRICT**

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

The November 18, 2013 Regular Meeting of the Board of Directors of the Rio Linda/Elverta Community Water District was called to order at 6:30 p.m. at the Depot/Visitor Center located at 6730 Front Street, Rio Linda, Ca. General Manager, Mary Henrici took roll call of the Board of Directors. President Brent Dills, Director Duane Anderson, Director Frank Caron, Director Paul R. Green, Jr., and Director Matt Longo were present. Director Green led the pledge of allegiance.

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

Action items: Approve Consent Calendar Items

a. Minutes:

September 16, 2013 Regular Board Meeting
October 7, 2013 Special Meeting – Public Workshop

b. Expenditures

c. Financial Reports

Director Anderson requested some changes to the September 16, 2013 minutes.

It was moved by Director Anderson and seconded by Director Longo to approve the Consent Calendar. The motion carried with a unanimous vote of 5-0-0.

4. REGULAR CALENDAR

4.1 Sacramento LAFCo (Local Agency Formation Committee) Vote for Special District Representation

The Board was asked to determine which candidate they were voting for so the information could go to LAFCO.

It was moved by Director Anderson and seconded by President Dills to vote as a Board for Director Green for Commissioner of the LAFCo board for both positions. The motion carried with a unanimous vote of 5-0-0.

4.2 Employee Assistance Program (EAP)

GM Henrici explained that due to misinformation from the previous insurance the coverage was dropped, when the insurance changed. The program not only provides benefits to the employees but also gives management benefits to work with. The District, in the past, has covered the cost per employee, because in reality it is a management tool.

General Counsel, Mr. Mehta questioned if the EAP program would conflict with the current MOU. President Dills stated that his employer provides this coverage to employees at the cost to the employer. Director Caron stated that the employee could pay the \$2.53. President Dills again stated that the program is a tool for management, so if the employees elects to not take the coverage, then management could not use the program. Director Green stated that as a District we should offer this program.

It was moved by Director Anderson and seconded by Director Longo to approve the EAP program for the District.

Director Anderson elected to withdrawal his motion.

It was moved by Director Longo and seconded by Director Green to provide the EAP program to not only the employees of the District, but to our management. The motion carried with a vote of 4-0-1. President Dills, Vice-President Anderson, Directors Green and Longo voted yes. Director Caron abstained.

4.3 Ordinance 2013-01 Amendments/Modifications to Fees and Charges for Fire Protection, Water Service Connections, Water Hydrant Usage Reproductions and other Miscellaneous Service.

Director Caron questioned the Disconnect fee of \$50.00 and the Customer request for Turn on & Turn off being \$40.00. He feels they are the same job and the fees should have the same cost.

GM Henrici clarified that the items being requested for amendment do require the same amount of employee time. Ms. Henrici asked the board if they wanted to wait on the changes to the Ordinance until the Master Plan was complete in case additional fees needed to be changed.

Director Caron asked the cost to the District for a Returned Check. GM Henrici stated that several factors may play into the cost, but the \$25.00 fee being charged should cover it.

General Council, Mr. Mehta stated the dates on pg. 31 of the packet should be changed from 2010 to 2014 and the (5.00) should be changed to (10.00).

It was moved by Director Caron and seconded by Director Green to amend Ordinance 2013-01 for turn off & turn on fees regardless of the reason to a \$40.00 fee. Director Caron requested to amend the fee for hanging a tag whether it be for a NSF check or Shutoff Notice tag be \$40.00. The motion carried with a unanimous vote of 5-0-0.

4.4 General Manager Compensation

GM Henrici recused herself and sat in the audience.

Director Green stated he made several calls to other water agencies and spoke with the General Managers of those districts gathering information. One key to his research is the GM's compensation is not based on the amount of service connections, but duties associated with the position. He feels with the upcoming projects that the GM will be handling the compensation needs to be adjusted accordingly. Although her contract is not up until next June, the planning needs to start now, so we do not have a GM unsatisfied

and out looking for other opportunities, since we have a lot big projects coming up in the near future which the GM already has the knowledge.

Director Longo stated that we first need to determine the value associated to the position, and whether or not cost is correct for the value of the position. Director Green stated he surveyed the GM's peers of other Districts and found we paid closer to the bottom of the scale.

President Dills questioned if we currently have a range set for the pay associated with the GM position.

Public member Carson stated that larger District's have a lot more staff to assist the GM, unlike our District where the GM has to do many of those duties themselves.

Director Anderson requested to see the GM's job description. Mr. Mehta informed the Board that the policy manual has a job description for the GM, but the basis of the description is the minimum duties required according to the Water Code.

5. INFORMATION ITEMS

1. DISTRICT ACTIVITY REPORT

- a. General Manager's Report
- b. Water Production Report
- c. District Engineers Report

The General Managers report was presented, and in that report there was much discussion by the Directors regarding the recent break-in to the District's yard. The General Manager was directed to write a policy on responding to afterhour's calls and the protocol to follow. Director Caron also suggested we look at our storage of the District vehicles.

Director Anderson had a question in regards to the percentage presented on the Water Production Report, which was clarified by the other members of the Board and GM Henrici.

District Engineer, Mr. Carson spoke on the Engineers Report as well as an update on the Reservoir and Pump station at the L Street location. Mr. Carson answered Director Anderson's questions on water banking. Mr. Carson informed the Board about the regional meeting on October 30, 2013 @ 10:00 a.m. being held at the Community Center to discuss surface water supply for North Sacramento County.

2. BOARD REPORTS

- a. Regional Water Authority – Dills, Henrici
- b. Sacramento Groundwater Authority – Green, Henrici
- c. LAFCo – Caron
- d. Planning Committee – Longo, Caron
- e. Finance / Administrative Committee – Dills, Anderson
- f. Other Reports

6. DIRECTORS' AND GENERAL MANAGER COMMENTS

President Dills asked about the progress on the Inactive Fee Waiver. Mr. Mehta said it is still being worked on.

Director Longo commented that in June of each year that the Board must remember that as an elected official you are required to fill out a Form 470 every year, a Form 460 twice a year if you receive \$200.00 or greater in income any month in your District. The Form 470 is due June 30 of that year. The Form 460 is due in January and July. If your forms are not submitted, there is a \$100.00 fine. Director Anderson wanted to recognize the GM for her thorough GM report and proactive approach to the future projects; the District's Engineer on the work their carrying forward on the District's projects, and acknowledge each of the Board members work on the committees and working with outside agencies.

7. ADJOURNMENT

President Dills adjourned the meeting at 8:30 pm.

Respectfully submitted,

Mary Henrici, Secretary

Brent Dills, President of the Board



Executive Committee Agenda Item: 6

Date: August 2, 2021

Subject: Date and Location of September Executive Committee Meeting

Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should discuss the option for the September 2021 Executive Committee date and location. Then provide staff with direction.

Current Background and Justification:

Current District policy stipulates the Executive Committee meets on the first Monday of every month. Accordingly, the District maintains an arrangement with the Rio Linda Elverta Recreation and Parks District (Parks District) for use of the Visitors / Depot for the first Monday. Occasionally the first Monday of the month is a holiday, e.g. Labor Day. Typically, the Visitors/Depot is not available to the District on the day after the first Monday.

Conclusion:

I recommend the Executive Committee direct staff on the Committee's preferences for date and location of the September 2021 Executive Committee meeting.



Executive Committee Agenda Item: 7

Date: August 2, 2021

Subject: Expenditure Summary

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

It is recommended that the Executive Committee review the expenditures for June 2021, then forward the item to the August 16th Board agenda, consent section, with a recommendation for approval.

Current Background and Justification:

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

Conclusion:

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

**Rio Linda Elverta Community Water District
Expenditure Report
June 2021**

Type	Date	Num	Name	Memo	Amount
Liability Check	06/02/2021	EFT	QuickBooks Payroll Service	For PP Ending 05/29/21 Pay date 06/03/21	17,053.93
Liability Check	06/03/2021	EFT	CalPERS	For PP Ending 05/29/21 Pay date 06/03/21	2,810.94
Liability Check	06/03/2021	EFT	CalPERS	For PP Ending 05/29/21 Pay date 06/03/21	1,119.77
Liability Check	06/03/2021	EFT	Internal Revenue Service	Employment Taxes	6,495.26
Liability Check	06/03/2021	EFT	Employment Development	Employment Taxes	1,307.62
Bill Pmt -Check	06/03/2021	EFT	Adept	Computer Maintenance	1,208.00
Bill Pmt -Check	06/03/2021	EFT	Comcast	Phone/Internet	276.34
Liability Check	06/03/2021	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,022.91
Bill Pmt -Check	06/03/2021	EFT	Republic Services	Utilities	90.67
Bill Pmt -Check	06/03/2021	EFT	Voyager	Transportation Fuel	217.57
Transfer	06/03/2021	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	16,500.00
Check	06/03/2021	EFT	RLECWD	Annual CalPERS CERBT Contribution	20,000.00
Check	06/03/2021	EFT	CalPERS	UAL Reduction Payment	500,000.00
Liability Check	06/03/2021	1716	Teamsters Local	Union Dues-Employee Paid	635.00
Bill Pmt -Check	06/03/2021	1717	ACWA/JPIA Powers Insurance Authority	EAP	25.70
Bill Pmt -Check	06/03/2021	1718	Buckmaster Office Solutions	Office Equipment Expense	44.72
Bill Pmt -Check	06/03/2021	1719	Churchwell White	Legal	1,141.60
Bill Pmt -Check	06/03/2021	1720	EKI Environmental	Engineering	5,000.00
Bill Pmt -Check	06/03/2021	1721	GM Construction	Contract Repairs	1,200.00
Bill Pmt -Check	06/03/2021	1722	ICONIX Waterworks	Distribution Supplies	4,037.41
Bill Pmt -Check	06/03/2021	1723	Intermedia.net	Phone/Internet	81.77
Bill Pmt -Check	06/03/2021	1724	Rio Linda Hardware & Building Supply	Shop Supplies	211.85
Bill Pmt -Check	06/03/2021	1725	RW Trucking	Distribution Supplies	1,397.00
Bill Pmt -Check	06/03/2021	1726	Special District Risk Management Auth	Workers Compensation 2021-22	13,022.26
Bill Pmt -Check	06/03/2021	1727	Sierra Chemical	Chemical Supplies	960.30
Bill Pmt -Check	06/03/2021	1728	SMUD	Utilities	21,398.73
Bill Pmt -Check	06/03/2021	1729	Staples	Office Expense	214.95
Bill Pmt -Check	06/03/2021	1730	Unifirst Corporation	Uniforms	278.95
Bill Pmt -Check	06/03/2021	1731	USA BlueBook	Chemical Supplies	441.77
Bill Pmt -Check	06/03/2021	1732	Postmaster	Annual PO Box Fee	350.00
Bill Pmt -Check	06/03/2021	1733	Vanguard Cleaning Systems	Janitorial	195.00
Bill Pmt -Check	06/16/2021	EFT	WageWorks	FSA Administration Fee	76.25
Bill Pmt -Check	06/17/2021	EFT	ARCO	Transportation Fuel	694.02
Liability Check	06/16/2021	EFT	QuickBooks Payroll Service	For PP Ending 06/12/21 Pay date 06/17/21	17,258.30
Liability Check	06/17/2021	EFT	CalPERS	For PP Ending 06/12/21 Pay date 06/17/21	2,635.68
Liability Check	06/17/2021	EFT	CalPERS	For PP Ending 06/12/21 Pay date 06/17/21	1,119.77
Liability Check	06/17/2021	EFT	Internal Revenue Service	Employment Taxes	6,484.66
Liability Check	06/17/2021	EFT	Employment Development	Employment Taxes	1,354.75
Liability Check	06/17/2021	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	1,989.86
Liability Check	06/17/2021	EFT	Kaiser Permanente	Health Insurance	1,275.76
Liability Check	06/17/2021	EFT	Principal	Dental & Vision Insurance	2,017.96
Liability Check	06/17/2021	EFT	Western Health Advantage	Health Insurance	9,491.61
Bill Pmt -Check	06/17/2021	EFT	PG&E	Utilities	74.94

**Rio Linda Elverta Community Water District
Expenditure Report
June 2021**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	06/17/2021	EFT	Verizon	Field Communication, Field IT	642.25
Bill Pmt -Check	06/17/2021	EFT	Umpqua Bank Credit Card	Computer, Constr Equip Maint, Office,Permits, Shop, Postage, Building Maint	1,738.85
Check	06/17/2021	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	45,763.00
Check	06/17/2021	EFT	RLECWD - SURCHARGE ACCOUNT 1	Bi-monthly Transfer	87,712.21
Check	06/17/2021	EFT	RLECWD - SURCHARGE ACCOUNT 2	Bi-monthly Transfer	72,939.67
Check	06/17/2021	1734	Customer	Final Bill Refund	98.71
Bill Pmt -Check	06/17/2021	1735	ABS Direct	Printing & Postage	854.85
Bill Pmt -Check	06/17/2021	1736	BSK Associates	Lab Fees	396.00
Bill Pmt -Check	06/17/2021	1737	Churchwell White	Legal	1,352.40
Bill Pmt -Check	06/17/2021	1738	Fieldman, Rolapp & Associates	Professional Fees	1,122.00
Bill Pmt -Check	06/17/2021	1739	Henrici, Mary	Retiree Insurance	900.00
Bill Pmt -Check	06/17/2021	1740	Oreilly Automotive	Shop Supplies	6.68
Bill Pmt -Check	06/17/2021	1741	Rio Linda Elverta Recreation & Park	Meeting Expense	50.00
Bill Pmt -Check	06/17/2021	1742	Rio Linda Messenger	Computer Exp	140.00
Bill Pmt -Check	06/17/2021	1743	Sierra Chemical	Chemical Supplies	1,499.74
Bill Pmt -Check	06/17/2021	1744	Spok	Field Communication	15.43
Bill Pmt -Check	06/17/2021	1745	Tesco Controls	Field IT	11,385.53
Bill Pmt -Check	06/17/2021	1746	Anvil Builders	Capital Improvement: Well 16	144,891.24
Bill Pmt -Check	06/17/2021	1747	Metron-Farnier	Capital Improvement: Small Meter Replacement	8,132.71
Total 10000 · Bank - Operating Account					<u>1,043,854.85</u>

**Rio Linda Elverta Community Water District
Expenditure Report
June 2021**

Type	Date	Num	Payee	Memo	Amount
Transfer	06/18/2021	EFT	RLECWD	CIP Expense Transfer: Refer to operating check numbers: 1746	144,891.24
10385 · Pacific Premier Bank Checking					<u>144,891.24</u>
Type	Date	Num	Payee	Memo	Amount
Transfer	06/17/2021	EFT	RLECWD	CIP Expense Transfer: Refer to operating check numbers: 1747	8,132.71
10475 · Capital Improvement-Umpqua Bank					<u>8,132.71</u>
Type	Date	Num	Payee	Memo	Amount
Transfer	06/03/2021	EFT	RLECWD	Transfer CalPERS UAL Prepayment	500,000.00
10490 · Future Capital Imp Projects					<u>500,000.00</u>



Executive Committee Agenda Item: 8

Date: August 2, 2021

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee should review the Finance Reports of the District for the month of June 2021, then forward the report onto the August 16th Board agenda with the Committee's recommendation for Board approval.

Current Background and Justification:

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

Conclusion:

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

Rio Linda Elverta Community Water District

Unaudited Balance Sheet

As of June 30, 2021

ASSETS

Current Assets

Checking/Savings

100 · Cash & Cash Equivalents

10000 · Operating Account

10020 · Operating Fund-Umpqua 1,034,663.66

Total 10000 · Operating Account 1,034,663.66

10475 · Capital Improvement

10480 · General 138,754.09

10481 · Cr6 Mitigation 454,500.00

10485 · Vehicle Replacement Reserve 90,000.00

Total 10450 · Capital Improvement 683,254.09

10490 · Future Capital Imp Projects 1,278,970.03

Total 100 · Cash & Cash Equivalents 2,996,887.78

102 · Restricted Assets

102.2 · Restricted for Debt Service

10700 · ZIONS Inv/Surcharge Reserve 525,690.91

10300 · Surcharge 1 Account 727,777.27

10350 · Umpqua Bank Debt Service 32,501.84

10380 · Surcharge 2 Account 238,109.78

10385 · OpusBank Checking 575,998.32

Total 102.2 · Restricted for Debt Service 2,100,078.12

102.4 · Restricted Other Purposes

10600 · LAIF Account 335,796.95

10650 · Operating Reserve Fund 301,819.66

Total 102.4 · Restricted Other Purposes 637,616.61

Total 102 · Restricted Assets 2,737,694.73

Total Checking/Savings 5,734,582.51

Accounts Receivable 50,580.00

Other Current Assets

12000 · Water Utility Receivable 91,267.15

12200 · Accrued Revenue 150,000.00

12250 · Accrued Interest Receivable 721.31

15000 · Inventory Asset 68,727.94

16000 · Prepaid Expense 31,238.49

Total Other Current Assets 341,954.89

Total Current Assets 6,127,117.40

Fixed Assets

17000 · General Plant Assets 709,029.25

17100 · Water System Facilites 22,725,338.98

17300 · Intangible Assets 373,043.42

17500 · Accum Depreciation & Amort -9,894,836.59

18000 · Construction in Progress 2,498,738.27

18100 · Land 576,673.45

Total Fixed Assets 16,987,986.78

Other Assets

18500 · ADP CalPERS Receivable 500,000.00

19000 · Deferred Outflows 227,638.00

19900 · Suspense Account 71.51

Total Other Assets 727,709.51

TOTAL ASSETS 23,842,813.69

Rio Linda Elverta Community Water District

Unaudited Balance Sheet

As of June 30, 2021

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable 98,232.65

Credit Cards 46.00

Other Current Liabilities 823,935.78

Total Current Liabilities 922,214.43

Long Term Liabilities

23000 · OPEB Liability 115,693.00

23500 · Lease Buy-Back 656,542.27

25000 · Surcharge 1 Loan 3,833,912.47

25050 · Surcharge 2 Loan 2,790,040.16

26000 · Water Rev Refunding 1,806,855.00

26500 · ADP CalPERS Loan 500,000.00

27000 · Community Business Bank 244,415.94

29000 · Net Pension Liability 1,055,771.00

29500 · Deferred Inflows-Pension 20,431.00

29600 · Deferred Inflows-OPEB 82,332.00

Total Long Term Liabilities 11,105,992.84Total Liabilities 12,028,207.27

Equity

31500 · Invested in Capital Assets, Net 8,842,880.46

32000 · Restricted for Debt Service 705,225.24

38000 · Unrestricted Equity 2,121,845.12

Net Income 144,655.60

Total Equity 11,814,606.42TOTAL LIABILITIES & EQUITY 23,842,813.69

Rio Linda Elverta Community Water District
Unaudited Operating Profit & Loss Budget Performance
As of June 30, 2021

	<u>Annual Budget</u>	<u>June 21</u>	<u>Jul 20-Jun 21</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	2,719,575.00	159,301.24	2,657,762.02	97.73%	61,812.98
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	400.00	13.69	245.10	61.28%	154.90
Surcharg Total 41110 · Investment Revenue	400.00	13.69	245.10	61.28%	154.90
41120 · Property Tax	88,500.00	0.00	103,903.78	117.41%	-15,403.78
Total 41000 · Nonoperating Revenue	88,900.00	13.69	104,148.88	117.15%	-15,248.88
Total Income	<u>2,808,475.00</u>	<u>159,314.93</u>	<u>2,761,910.90</u>	<u>98.34%</u>	<u>46,564.10</u>
Gross Income	2,808,475.00	159,314.93	2,761,910.90	98.34%	46,564.10
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	135,000.00	23,367.64	113,988.92	84.44%	21,011.08
60100 · Personnel Services					
60110 · Salaries & Wages	729,867.00	53,603.57	678,187.30	92.92%	51,679.70
60150 · Employee Benefits & Expense	960,841.00	556,046.30	918,784.37	95.62%	42,056.63
Total 60100 · Personnel Services	<u>1,690,708.00</u>	<u>609,649.87</u>	<u>1,596,971.67</u>	<u>94.46%</u>	<u>93,736.33</u>
60200 · Administration	211,094.00	13,687.66	180,994.53	85.74%	30,099.47
64000 · Conservation	300.00	0.00	0.00	0.00%	300.00
65000 · Field Operations	458,620.00	84,573.46	436,206.66	95.11%	22,413.34
Total 60000 · Operating Expenses	2,495,722.00	731,278.63	2,328,161.78	93.29%	167,560.22
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	145,736.00	0.00	145,736.00	100.00%	0.00
69110 · Interest	57,490.00	0.00	57,489.42	100.00%	0.58
Total 69100 · Revenue Bond	<u>203,226.00</u>	<u>0.00</u>	<u>203,225.42</u>	<u>100.00%</u>	<u>0.58</u>
69125 · AMI Meter Loan					
69130 · Principle	48,281.00	0.00	49,788.94	103.12%	-1,507.94
69135 · Interest	10,233.00	0.00	8,724.98	85.26%	1,508.02
Total 69125 · AMI Meter Loan	<u>58,514.00</u>	<u>0.00</u>	<u>58,513.92</u>	<u>100.00%</u>	<u>0.08</u>
Total 69010 · Debt Service	<u>261,740.00</u>	<u>0.00</u>	<u>261,739.34</u>	<u>100.00%</u>	<u>0.66</u>
69400 · Other Non-Operating Expense	2,000.00	0.00	0.00	0.00%	2,000.00
Total 69000 · Non-Operating Expenses	<u>263,740.00</u>	<u>0.00</u>	<u>261,739.34</u>	<u>99.24%</u>	<u>2,000.66</u>
Total Expense	<u>2,759,462.00</u>	<u>731,278.63</u>	<u>2,589,901.12</u>	<u>93.86%</u>	<u>169,560.88</u>
Net Ordinary Income	<u>49,013.00</u>	<u>-571,963.70</u>	<u>172,009.78</u>		
Net Income	<u><u>49,013.00</u></u>	<u><u>-571,963.70</u></u>	<u><u>172,009.78</u></u>		

Rio Linda Elverta Community Water District
CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2020-21
 As of June 30, 2021

	GENERAL		VEHICLE REPLACEMENT		FUTURE CAPITAL IMPROVEMENT PROJECTS	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	549,013.00	549,013.00	-	-	-	-
CIP Fund Intrafund Transfers	(456,670.00)	(456,670.00)	75,000.00	75,000.00	381,670.00	381,670.00
Intrafund Transfer Out-Resolution 2021-01					(500,000.00)	(500,000.00)
Beginning Balance Redistribution	(1,396,338.00)	(1,396,338.00)	-	-	1,396,338.00	1,396,338.00
Surcharge 2 Surplus Repayment	107,171.00	107,171.00	-	-	-	-
Investment Revenue	-	263.55	-	-	3,500.00	962.03
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	24,000.00	9,114.98	-	-	-	-
B-2 · Small Meter Replacements	126,000.00	125,874.57				
B-3 · Large Meter Replacements	5,000.00	4,021.88	-	-	-	-
Total B · WATER DISTRIBUTION	155,000.00	139,011.43	-	-	-	-
TOTAL BUDGETED PROJECT EXPENDITURES	195,000.00	139,011.43	-	-	-	-

Rio Linda Elverta Community Water District
Unaudited Capacity Revenue Profit & Loss Budget Performance
April - June 2021

	<u>Annual Budget</u>	<u>Apr-Jun 21 Current QTR</u>	<u>Jul 20-Jun 21 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	2,000.00	361.55	2,595.94	129.8%	-595.94
	<u>2,000.00</u>	<u>361.55</u>	<u>2,595.94</u>	<u>129.8%</u>	<u>-595.94</u>
44100 · Capacity Fee Revenue	60,000.00	0.00	29,113.86	48.52%	30,886.14
Total Income	<u>62,000.00</u>	<u>361.55</u>	<u>31,709.80</u>	<u>51.15%</u>	<u>30,290.20</u>
Gross Income	<u>62,000.00</u>	<u>361.55</u>	<u>31,709.80</u>	51.15%	30,290.20
Net Income	<u><u>62,000.00</u></u>	<u><u>361.55</u></u>	<u><u>31,709.80</u></u>		

Rio Linda Elverta Community Water District
Unaudited Surcharge 1 Profit & Loss Budget Performance
April - June 2021

	<u>Annual Budget</u>	<u>Apr-Jun 21 Current QTR</u>	<u>Jul 20-Jun 21 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41111 · Dividend Revenue	0.00	7.60	31.82	100.0%	-31.82
41112 · Interest Revenue	11,000.00	1,589.05	7,953.59	72.31%	3,046.41
41113 · Market Value Adjustment	0.00	-975.57	-5,124.21	100.0%	5,124.21
	<u>11,000.00</u>	<u>621.08</u>	<u>2,861.20</u>	<u>26.01%</u>	<u>8,138.80</u>
43010 · Surcharge 1 Revenue	<u>523,374.00</u>	<u>87,947.49</u>	<u>466,609.37</u>	<u>89.15%</u>	<u>56,764.63</u>
Total Income	<u>534,374.00</u>	<u>88,568.57</u>	<u>469,470.57</u>	<u>87.85%</u>	<u>64,903.43</u>
Gross Income	534,374.00	88,568.57	469,470.57	87.85%	64,903.43
Expense					
69150 · Surcharge 1 Loan					
69155 · Principle	360,494.24	181,398.13	360,494.24	100.0%	0.00
69160 · Interest	100,860.31	49,279.19	100,860.40	100.0%	-0.09
69170 · Admin Fees	2,100.00	570.00	2,281.52	108.64%	-181.52
Total 69150 · Surcharge 1 Loan	<u>463,454.55</u>	<u>231,247.32</u>	<u>463,636.16</u>	<u>100.04%</u>	<u>-181.61</u>
Total Expense	<u>463,454.55</u>	<u>231,247.32</u>	<u>463,636.16</u>		
Net Income	<u><u>70,919.45</u></u>	<u><u>-142,678.75</u></u>	<u><u>5,834.41</u></u>		

Rio Linda Elverta Community Water District
Unaudited Surcharge 2 Profit & Loss Budget Performance
April - June 2021

	<u>Annual Budget</u>	<u>Apr-Jun 21 Current QTR</u>	<u>Jul 20-Jun 21 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	800.00	60.49	1,275.84	159.48%	-475.84
	<u>800.00</u>	<u>60.49</u>	<u>1,275.84</u>	<u>159.48%</u>	<u>-475.84</u>
43050 · Surcharge 2 Revenue	439,019.00	73,135.33	388,208.94	88.43%	50,810.06
Total Income	<u>439,819.00</u>	<u>73,195.82</u>	<u>389,484.78</u>	<u>88.56%</u>	<u>50,334.22</u>
Gross Income	439,819.00	73,195.82	389,484.78	88.56%	50,334.22
Expense					
69175 · Surcharge 2 Loan					
69180 · Principle	220,000.00	0.00	220,000.00	100.0%	0.00
69185 · Interest	96,597.32	0.00	96,597.32	100.0%	0.00
Total 69175 · Surcharge 2 Loan	<u>316,597.32</u>	<u>0.00</u>	<u>316,597.32</u>	<u>100.0%</u>	<u>0.00</u>
Total Expense	<u>316,597.32</u>	<u>0.00</u>	<u>316,597.32</u>		
Net Income	<u><u>123,221.68</u></u>	<u><u>73,195.82</u></u>	<u><u>72,887.46</u></u>		

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
OPERATING BUDGET 2020-2021**

3.07.500 Minor Revisions and reallocations between line items by General Manager; August 16, 2021 Revision 2

			2020-2021 UNAUDITED ACTUAL JULY 20-JUNE 21	CURRENT 2020-2021 BUDGET	REVISED 2020-2021 BUDGET	DIFFERENCE	EXPLANATION
REVENUE							
	40000 OPERATING REVENUE						
	40100 Water Service Rates						
	40101	Basic Service Charge	1,715,313.00	1,901,272.00	1,901,272.00	0.00	
	40102	Usage Charge	778,946.00	656,303.00	656,303.00	0.00	
	40105	Backflow Charge	26,458.00	25,000.00	25,000.00	0.00	
	40106	Fire Prevention	13,522.00	13,500.00	13,500.00	0.00	
		Total Water Service Rates	2,534,239.00	2,596,075.00	2,596,075.00	0.00	
	40200 Water Service Fees						
	40201	Application Fees	7,790.00	6,500.00	6,500.00	0.00	
	40202	Delinquency	84,570.00	90,000.00	90,000.00	0.00	
	40209	Misc. Charges	3,302.00	7,000.00	7,000.00	0.00	
		Total Water Services	95,662.00	103,500.00	103,500.00	0.00	
	40300 Other Water Service Fees						
	40301	New Construction QC	16,466.00	4,000.00	4,000.00	0.00	
	40302	Service Connection Fees	10,400.00	10,000.00	10,000.00	0.00	
	40304	Other Operating Revenue	995.00	6,000.00	6,000.00	0.00	
	40305	Grant Revenue-Operating	0.00	0.00	0.00	0.00	
		Total Other Water Service Fees	27,861.00	20,000.00	20,000.00	0.00	
	TOTAL OPERATING REVENUE		2,657,762.00	2,719,575.00	2,719,575.00	0.00	
	41000 NON-OPERATING REVENUES						
	41110	Investment Revenue	245.00	400.00	400.00	0.00	
	41120	Property Taxes & Assessments	103,904.00	88,500.00	88,500.00	0.00	
	TOTAL NON-OPERATING REVENUE		104,149.00	88,900.00	88,900.00	0.00	
TOTAL REVENUE			\$2,761,911.00	\$2,808,475.00	\$2,808,475.00	0.00	

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
OPERATING BUDGET 2020-2021**

3.07.500 Minor Revisions and reallocations between line items by General Manager; August 16, 2021 Revision 2

			2020-2021 UNAUDITED ACTUAL JULY 20-JUNE 21	CURRENT 2020-2021 BUDGET	REVISED 2020-2021 BUDGET	DIFFERENCE	EXPLANATION
OPERATING EXPENSE							
	60010 PROFESSIONAL FEES						
	60011	General Counsel fees-Legal	\$12,396.00	\$15,000.00	\$15,000.00	\$0.00	
	60012	Auditor Fees	11,541.00	11,550.00	11,550.00	0.00	
	60013	Engineering Services	60,000.00	70,000.00	70,000.00	0.00	
	60015	Other Professional Fees	30,052.00	38,450.00	38,450.00	0.00	
	TOTAL PROFESSIONAL FEES		113,989.00	135,000.00	135,000.00	0.00	
	60100 PERSONNEL SERVICES						
	60110	Salaries & Wages					
	60111	Salary - General Manager	118,060.00	118,087.00	118,087.00	0.00	
	60112	Staff Regular Wages	536,564.00	583,330.00	583,330.00	0.00	
	60113	Contract Extra Help	0.00	0.00	0.00	0.00	
	60114	Staff Standby Pay	17,900.00	18,250.00	18,250.00	0.00	
	60115	Staff Overtime Pay	5,664.00	10,200.00	10,200.00	0.00	
	Total Salaries & Wages		678,188.00	729,867.00	729,867.00	0.00	
	60150 Employee Benefits and Expenses						
	60151	PERS Retirement	628,934.00	132,665.00	632,665.00	500,000.00	Increase for CalPers UAL Prepayment Loan Resolution 2021-01
	60152	Workers Compensation	18,086.00	18,115.00	18,115.00	0.00	
	60153	Medical & Benefit Insurance	162,248.00	211,456.00	189,236.00	(22,220.00)	Decrease to adjust for 65120, 65320
	60154	Retirees Insurance	36,200.00	36,200.00	36,200.00	0.00	
	60155	Staff Training	103.00	5,000.00	5,000.00	0.00	
	60157	Uniforms	3,978.00	6,550.00	6,550.00	0.00	
	60158	Payroll Taxes	54,700.00	57,825.00	57,825.00	0.00	
	60159	Payroll Services	1,336.00	1,400.00	1,400.00	0.00	
	60160	457 Employer Contribution	13,199.00	13,850.00	13,850.00	0.00	
	Total Employee Benefits and Expenses		918,784.00	483,061.00	960,841.00	477,780.00	
	TOTAL PERSONNEL SERVICES		\$1,596,972.00	\$1,212,928.00	\$1,690,708.00	\$477,780.00	

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
OPERATING BUDGET 2020-2021**

3.07.500 Minor Revisions and reallocations between line items by General Manager; August 16, 2021 Revision 2

			2020-2021 UNAUDITED ACTUAL JULY 20-JUNE 21	CURRENT 2020-2021 BUDGET	REVISED 2020-2021 BUDGET	DIFFERENCE	EXPLANATION
	60200	ADMINISTRATION					
	60205	Bank and Merchant Fees	\$3,245.00	\$4,500.00	\$4,500.00	\$0.00	
	60207	Board Meeting Expense	11,200.00	11,370.00	11,370.00	0.00	
	60210	Building Expenses					
	60211	Office Utilities	6,125.00	6,000.00	6,125.00	125.00	Increase to adjust to actual
	60212	Janitorial	2,340.00	2,340.00	2,340.00	0.00	
	60213	Maintenance	2,434.00	4,200.00	4,200.00	0.00	
	60214	Security	336.00	400.00	400.00	0.00	
		Total Building Expenses	11,235.00	12,940.00	13,065.00	125.00	
	60220	Computer & Equipment Maint.					
	60221	Computer Systems	26,685.00	26,300.00	26,300.00	0.00	
	60222	Office Equipment	640.00	660.00	660.00	0.00	
		Total Computer & Equipment Maint.	27,325.00	26,960.00	26,960.00	0.00	
	60230	Office Expense	3,270.00	6,000.00	6,000.00	0.00	
	60240	Postage and Delivery	18,525.00	20,000.00	20,000.00	0.00	
	60250	Printing	9,493.00	8,200.00	9,500.00	1,300.00	Increase to adjust to actual
	60255	Meetings & Conferences	0.00	3,000.00	1,325.00	(1,675.00)	Decrease to adjust for 60211, 60250, 60565
	60260	Publishing	595.00	600.00	600.00	0.00	
	60270	Telephone & Internet	4,120.00	4,200.00	4,200.00	0.00	
	60430	Insurance					
	60431	General Liability	23,969.00	23,970.00	23,970.00	0.00	
	60432	Property	6,099.00	6,100.00	6,100.00	0.00	
		Total Insurance	30,068.00	30,070.00	30,070.00	0.00	
	60500	Water Memberships					
	60501	SAWWA	0.00	110.00	110.00	0.00	
	60503	SGA	26,112.00	26,179.00	26,179.00	0.00	
	60504	ACWA	9,735.00	10,122.00	10,122.00	0.00	
	60505	CSDA	7,253.00	7,431.00	7,431.00	0.00	
	60507	CRWA	1,367.00	1,392.00	1,392.00	0.00	
		Total Water Memberships	44,467.00	45,234.00	45,234.00	0.00	
	60550	Permits & Fees	11,046.00	31,000.00	31,000.00	0.00	
	60555	Subscriptions & Licensing	1,987.00	2,120.00	2,120.00	0.00	
	60560	Elections	1,887.00	2,400.00	2,400.00	0.00	
	60565	Uncollectable Accounts	2,231.00	2,000.00	2,250.00	250.00	Increase to adjust to actual
	60570	Other Operating Expenditures	300.00	500.00	500.00	0.00	
	TOTAL ADMINISTRATION		\$180,994.00	\$211,094.00	\$211,094.00	\$0.00	

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
OPERATING BUDGET 2020-2021**

3.07.500 Minor Revisions and reallocations between line items by General Manager; August 16, 2021 Revision 2

			2020-2021 UNAUDITED ACTUAL JULY 20-JUNE 21	CURRENT 2020-2021 BUDGET	REVISED 2020-2021 BUDGET	DIFFERENCE	EXPLANATION
	64000 CONSERVATION						
	64001	Community Outreach	0.00	300.00	300.00	0.00	
	64005	Other Conservation Programs	0.00	0.00	0.00	0.00	
	TOTAL CONSERVATION		0.00	300.00	300.00	0.00	
	65000 FIELD OPERATIONS						
	65100 Other Field Operations						
	65110	Backflow Testing	\$1,750.00	\$3,000.00	\$3,000.00	\$0.00	
	65120	Construction Equipment Maintenance	8,711.00	8,700.00	8,720.00	20.00	Increase to adjust to actual
	65130	Field Communication	3,323.00	3,400.00	3,400.00	0.00	
	65140	Field IT	37,271.00	37,300.00	37,300.00	0.00	
	65150	Laboratory Services	22,579.00	23,500.00	23,500.00	0.00	
	65160	Safety Equipment	4,769.00	5,000.00	5,000.00	0.00	
	65170	Shop Supplies	6,161.00	7,000.00	7,000.00	0.00	
		Total Other Field Operations	84,564.00	87,900.00	87,920.00	20.00	
	65200	Treatment	22,238.00	21,500.00	21,500.00	0.00	
	65300 Pumping						
	65310	Maintenance	21,887.00	25,000.00	25,000.00	0.00	
	65320	Electricity and Fuel	237,153.00	215,000.00	237,200.00	22,200.00	Increase to adjust to actual
		Total Pumping	259,040.00	240,000.00	262,200.00	22,200.00	
	65400 Transmission & Distribution						
	65410	Distribution Supplies	27,724.00	37,000.00	37,000.00	0.00	
	65430	Tank Maintenance	800.00	1,400.00	1,400.00	0.00	
	65440	Contract Repairs	4,600.00	4,600.00	4,600.00	0.00	
	65450	Valve Replacements	0.00	0.00	0.00	0.00	
	65460	Paving Repairs	24,343.00	25,000.00	25,000.00	0.00	
		Total Transmission & Distribution	57,467.00	68,000.00	68,000.00	0.00	
	65500 Transportation						
	65510	Fuel	10,318.00	13,000.00	13,000.00	0.00	
	65520	Maintenance	2,580.00	6,000.00	6,000.00	0.00	
		Total Transportation	12,898.00	19,000.00	19,000.00	0.00	
	TOTAL FIELD OPERATIONS		\$436,207.00	\$436,400.00	\$458,620.00	\$22,220.00	
	TOTAL OPERATING EXPENSES		\$2,328,162.00	\$1,995,722.00	\$2,495,722.00	\$500,000.00	Resolution 2021-01

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT
OPERATING BUDGET 2020-2021**

3.07.500 Minor Revisions and reallocations between line items by General Manager; August 16, 2021 Revision 2

			2020-2021 UNAUDITED ACTUAL JULY 20-JUNE 21	CURRENT 2020-2021 BUDGET	REVISED 2020-2021 BUDGET	DIFFERENCE	EXPLANATION
NON OPERATING EXPENSES							
	69010 Debt Service						
	69100	Revenue Bond 2015					
	69105	Revenue Bond 2015-Principle	145,736.00	145,736.00	145,736.00	0.00	Per Loan Payment Schedule
	69120	Interest	57,489.00	57,490.00	57,490.00	0.00	Per Loan Payment Schedule
		Total Revenue Bond 2015	203,225.00	203,226.00	203,226.00	0.00	
	69125	AMI Meter Loan					
	69130	Principle	49,789.00	49,789.00	49,789.00	0.00	Per Loan Payment Schedule
	69135	Interest	8,725.00	8,725.00	8,725.00	0.00	Per Loan Payment Schedule
		Total AMI Meter Loan	58,514.00	58,514.00	58,514.00	0.00	
	69400 Other Non Operating Expense		0.00	2,000.00	2,000.00	0.00	
TOTAL NON OPERATING EXPENSES			\$261,739.00	\$263,740.00	\$263,740.00	\$0.00	
TOTAL EXPENSE			\$2,589,901.00	\$2,259,462.00	\$2,759,462.00	\$500,000.00	
NET INCOME (Income-Expense)			\$172,010.00	\$549,013.00	\$49,013.00	(\$500,000.00)	Approved by Board Resolution 2021-01



PMIA/LAIF Performance Report as of 07/15/21



PMIA Average Monthly Effective Yields⁽¹⁾

Jun	0.262
May	0.315
Apr	0.339

Quarterly Performance Quarter Ended 06/30/21

LAIF Apportionment Rate ⁽²⁾ :	0.33
LAIF Earnings Ratio ⁽²⁾ :	0.00000897371743018
LAIF Fair Value Factor ⁽¹⁾ :	1.00008297
PMIA Daily ⁽¹⁾ :	0.22%
PMIA Quarter to Date ⁽¹⁾ :	0.30%
PMIA Average Life ⁽¹⁾ :	291

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/21 \$193.3 billion

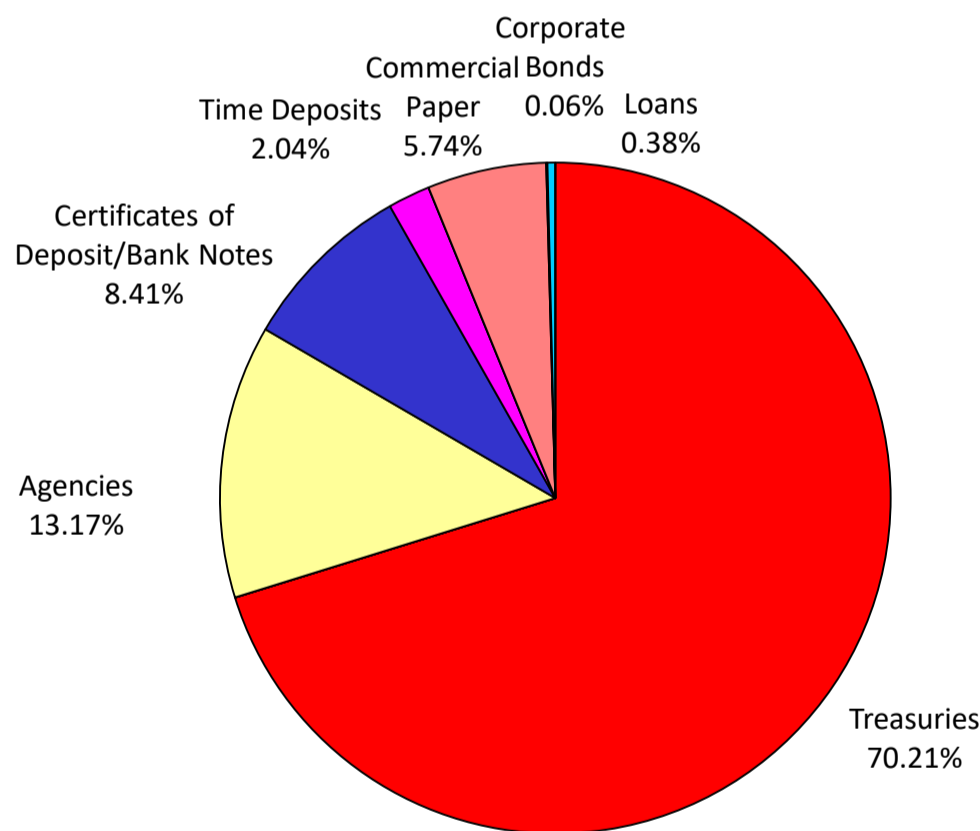


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller