

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

August 15, 2022 (6:30 p.m.)

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

THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC WITH SOME REASONABLE
LIMITATIONS PURSUANT TO CURRENT STATE AND COUNTY GUIDELINES.

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

AGENDA

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

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

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

2. PUBLIC COMMENT

2.1. *Members of the public are invited to speak to the Board regarding items within the subject matter jurisdiction of the District that are not on the agenda or items on the consent agenda. Each speaker may address the Board once under Public Comment for a limit of 2 minutes. (Policy Manual § 2.01.160).*

3. PUBLIC HEARING to adopt the 2020 update to the Water Shortage Contingency Plan

3.1. Open Public Hearing

3.2. 2020 Water Shortage Contingency Plan

3.3. Public Comment

3.4. Close Public Hearing

3.5. **Consider Adoption of Ordinance 2022-01 to approve the 2020 Update to the Water Shortage Contingency Plan (WSCP)**

4. PUBLIC HEARING to adopt the Fiscal Year 2022-23 Operating and Capital Improvements Budgets

4.1. Open Public Hearing

4.2. FY 2022-23 Operating and Capital Improvement Budgets

- 4.3. Public Comment
- 4.4. Close Public Hearing
- 4.5. **Consider Adoption of Resolution No. 2022-07 to approve the Fiscal Year 2022-23 Operating and Capital Improvement Budgets**

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

5.1. **Minutes**

July 18, 2022

The Board is being asked to approve the Minutes from the July 18, 2022 Regular Board Meeting.

5.2. **Expenditures**

The Executive Committee recommends the Board approve the June 2022 Expenditures.

5.3. **Financial Reports**

The Executive Committee recommends the Board approve the June 2022 Financial Report.

6. **REGULAR CALENDAR**

ITEMS FOR DISCUSSION AND ACTION

6.1. **GM Report.**

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

6.2. **District Engineer's Report.**

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

6.3. **Consider Approving a Professional Services Agreement (small scope) with Johnson Construction Company for raising valve boxes at Elkhorn and Rio Linda Blvd.**

6.4. **Consider Adopting New Policy 2.01.155, which would provide computer tablets to Board Members to digitally review board meeting document packets prior to and during board meetings.**

6.5. **Consider Customer Requests for Board Review of Billing Issues (3 separate requests).**

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

7. **INFORMATION ITEMS**

7.1. **District Activities Reports**

7.1.1. Water Operations Report

7.1.2. Completed and Pending Items Report

7.1.3. Conservation Report

7.1.4. Leak Repair Report

7.2. **Board Member Reports**

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

7.2.2. Sacramento Groundwater Authority – Harris (primary)

7.2.3. Executive Committee – Gifford, Ridilla

7.2.4. ACWA/JPIA – Ridilla

8. Public Comment Prior to Closed Session

9. CLOSED SESSION - The Board of Directors will meet in closed session to discuss the following item:

9.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager: The Board will conduct a performance evaluation of the General Manager pursuant to subdivision (b) of California Government Code Section 54957.

10. RECONVENE IN OPEN SESSION

10.1. Announce any reportable actions authorized in closed session.

11. DIRECTORS' AND GENERAL MANAGER COMMENTS

12. ADJOURNMENT –

Upcoming meetings:

Executive Committee

September 6, 2022, Monday, 6:00 pm. New Beginnings Fellowship Church, 7008 10th St. Rio Linda, CA

Board Meeting

September 19, 2022, Monday, 6:30 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA



**Public Hearing
Agenda Item: 3**

Date: August 15, 2022
Subject: Public Hearing
Staff Contact: Timothy R. Shaw

3. **PUBLIC HEARING to adopt the RLECWD 2020 update to the Water Shortage Contingency Plan**

- 3.1 Open Public Hearing
- 3.2 2020 Water Shortage Contingency Plan
- 3.3 Public Comment
- 3.4 Close Public Hearing

3.5 **Consider Adoption of Ordinance 2022-01 to approve the 2020 Update of Water Shortage Contingency Plan (WSCP)**

**RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT
BOARD OF DIRECTORS
CONSIDERATION OF RESOLUTION NO. 2022-07 APPROVING THE
FY 2022-23 OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR
THE RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT**

This meeting will be physically open to the public with some reasonable limitations pursuant to current state and county guidelines. All in-person attendees are required to wear masks pursuant to the Sacramento County Public Health order.

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Board of Directors of the Rio Linda/Elverta Community Water District (the "District") at its regularly scheduled meeting on **Monday, August 15, 2022 at 6:30 PM**, at Depot / Visitors Center located at 6730 Front Street, Rio Linda, California to consider the adoption of proposed Resolution No. 2022-07 Establishing Fiscal Year 2022-23 Operating and Capital Improvement Budgets ("Budgets"). The budgets will become effective immediately upon adoption of the District Board of Directors.

ALL INTERESTED PARTIES are invited to attend the August 15, 2022, public hearing to express opinions or submit evidence for or against the approval of the Budgets. At the above noted time and place, testimony from interested persons will be heard and considered by the District Board of Directors prior to taking action or making any recommendation on the Budgets. Upon request, the agenda and the documents in the hearing agenda packet can be made available to persons with a disability. In compliance with the Americans with Disabilities Act, the District encourages those with disabilities to participate fully in the public hearing process. Any person requiring special assistance to participate in the meeting should call (916) 991-1000 or email questions@rlecwd.com at least forty-eight (48) hours prior to the meeting.

Written comments are also accepted, prior to the hearing by the District, at: 730 L Street, Rio Linda, CA, 95673. Information regarding the hearing is on file and may be viewed by interested individuals by contacting the District by phone at (916) 991-1000. If a challenge to the above proposed actions is made in court, persons may be limited to raising only those issues they or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District Board of Directors.

Copies of the proposed Budgets are available for the public by calling the District Office at (916) 991-1000 or via the District's website www.rlecwd.com.

The Rio Linda News 8-5-2022

PUBLIC NOTICE

Notice of Public Hearing Water Shortage Contingency Plan – 2020 Update

The Urban Water Management Planning Act (California Water Code §10608–10656) requires the Rio Linda/Elverta Community Water District (RLECWD) to update its Water Shortage Contingency Plan (WSCP) every 5 years. RLECWD must also make the draft documents available for public review and hold a public hearing before adopting its WSCP.

This is to notify you that RLECWD will hold a public hearing on August 15, 2022 at 6:30 p.m. during the RLECWD Board Meeting at the Visitors Depot Center (6730 Front Street, Rio Linda, CA 95673) to consider proposed revisions and updates to the 2020 WSCP. We invite your participation in the process.

The WSCP will be made available for public review by August 5, 2022 at <http://www.rlecwd.com/>. Visit <http://www.rlecwd.com/board-of-directors/board-documents/> for the Board Meeting agenda for the public hearing.

If you have any questions about the 2020 WSCP or the process for updating this document, please contact RLECWD at:

Rio Linda Elverta Community Water District
730 L Street
Rio Linda, CA 95673
Phone: (916) 991-8891

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE RIO LINDA/ELVERTA
COMMUNITY WATER DISTRICT
ADOPTING A WATER SHORTAGE CONTINGENCY PLAN RESCINDING ORDINANCE
2015-01 AND TAKING RELATED ACTIONS

WHEREAS, California Constitution article X, section 2 provides that because of conditions prevailing in the state of California (the “State”), the water resources of the State shall be put to beneficial use to the fullest extent of which they are capable, the waste or unreasonable use of water shall be prevented , and the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and the public welfare: and

WHEREAS, pursuant to California Water Code Section 31026, Rio Linda/Elverta Community Water District (the “District”) may restrict the use of water that the District provides during any emergency caused by drought, or other threatened or existing water shortage, and prohibit the wastage of water or the use of water the District provides during such periods, for any purpose other than domestic uses or such other restricted uses as may be determined to be necessary by the District, and may prohibit use of water the District provides during such periods for specific uses that the District may from time to time find to be non-essential; and

WHEREAS, pursuant to California Water Code section 106, it is the declared policy of the State that the use of water for domestic use is the highest use of water and that the next highest use is for irrigation; and

WHEREAS, Chapter 3.3 of Division 1 of California Water Code (“the Excessive Water Use Law”) prohibits excessive water use by a residential customer in a single-family residence or by a customer in a multiunit housing complex in which each unit is individually metered or sub-metered by the urban water supplier during time periods specified in that statute; and

WHEREAS, in compliance with the requirements of the Excessive Water Use Law and because of the declared policy of the State, the District hereby finds and determines that it is necessary and appropriate for the District to adopt, implement, and enforce the Ordinance defining, prohibiting, and penalizing excessive water use to reduce the quantity of

discretionary water use within the District to ensure that there is sufficient water for non-discretionary needs; and

WHEREAS, it has been estimated that more than half of residential water use in many parts of California is used to irrigate lawns and outdoor landscaping; and

WHEREAS, the Board of Directors hereby finds and determines that it is desirable to codify the rules and regulations governing its actions, and the actions of persons within the District during declared water shortages, the current Water Shortage, and any future Water Shortage; and

WHEREAS, the District has determined that during water shortages, the use of outdoor water for irrigating lawns and outdoor landscaping is not essential to public health and safety, and may be an unreasonable use, an unreasonable method of use, or a waste of water; and

WHEREAS, during a water shortage, the greatest reductions in water usage may best be achieved by single family residential customers by reducing the amount of discretionary, nonessential use of potable water to irrigate lawns and landscaping; and

WHEREAS, the current Statewide statutory standard for indoor residential water use is 55 gallons per person day, equivalent to approximately nine hundred cubic feet per month for a four-person household and said standard is expected to become more stringent over time; and

WHEREAS, the District's water shortage contingency plan ("Contingency Plan") provides for a staged system of planned water shortage response actions and includes guidelines which recommend mandatory water use reductions during Stage 1, Stage 2, Stage 3, Stage 4, Stage 5, or Stage 6 drought; and

WHEREAS, the Governor of the State of California may from time to time issue a proclamation of a state of emergency under the California Emergency Services Act based on local drought conditions; and

WHEREAS, because the Excessive Water Use Law applies when either (i) the District has moved to a stage of action under its Contingency Plan that requires mandatory water use reductions, or (ii) the District is affected during a period for which the Governor has issued a proclamation of a state of emergency based on local drought conditions, it is necessary and appropriate that this Ordinance's prohibitions, requirements, and penalties be enforceable when the Board of Directors finds either condition to exist; and

WHEREAS, it is infeasible to predict the water supply conditions likely to prevail during a State-proclaimed local drought emergency, as such proclamations are not within the District's control and may be based on factors other than the District's water supply conditions, and accordingly it is appropriate to defer quantifications of excessive water use thresholds

applicable during such a proclamation until the Board has an opportunity to assess the District's water supply conditions and other relevant information; and

WHEREAS, because it is the District's experience that a customer's first exceedance of an excessive water use threshold sometimes results from a previously undetected leak rather than willfully excessive water use, and because the purposes of this Ordinance are better served by allowing reasonable opportunity to address leaks rather than penalizing non-willful water use, and to avoid incurring unnecessarily transactional costs to handle potentially meritorious penalty appeals, it is appropriate to deem a single-family residential customer to be in violation of this Ordinance and subject to penalties only upon the second or subsequent exceedance during a drought cycle; and

WHEREAS, to achieve District compliance with the Excessive Water Use Law, and to secure the public's compliance with the excessive water use prohibition imposed by that statute and by this Ordinance, and to assure important public policy objectives are achieved for the reduction of water usage during significant water shortages, the District shall establish and impose water use restrictions and penalties for excessive water usage by single-family residential customers as provided by this Ordinance when the above-described circumstances exist; and

WHEREAS, prior to the adoption of this Ordinance, the District has conducted a properly noticed public hearing to receive public comments concerning the subject matter hereof;

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

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. Findings. The Board hereby finds and determines as follows:

- a. A reliable minimum supply of potable water is essential to the public health, safety, and welfare of the people, and economy of the southern California region.
- b. Water management that includes active water use efficiency measures not only in times of drought, but at all times, is essential to ensure a reliable minimum supply of water to meet current and future water supply needs.
- c. California Water Code Section 375 authorizes water suppliers to adopt and enforce a comprehensive water conservation program to reduce water consumption and conserve supplies.

d. The District has the authority, pursuant to California Water Code Sections 353-355, 31000, 31001 and 31026-31029, inclusive, to take action(s) relative to the use and conservation of water within The District's service area.

e. The adoption and enforcement of a permanent Water Shortage Response Ordinance is necessary to help manage the District's potable water supply in the short and long-term and to avoid or minimize the effects of periodic drought and shortage conditions within or affecting its service area and potable water supplies. Such ordinance is essential to ensure a reliable and sustainable minimum supply of water for the public health, safety and welfare.

f. The Board does hereby find that the following circumstances may constitute an emergency condition or a threatened or existing water shortage conditions within or affecting the District.

Section 3. Ordinance Designation; Purpose; Intent and Integration.

a. This Ordinance establishes water management requirements necessary to conserve water, enables effective water supply planning, assures reasonable and beneficial use of water, prevents waste of water, prevents unreasonable use of water, prevents unreasonable methods of use of water within the boundaries of The District in order to assure adequate supplies of water to meet the needs of the public, and further the public health, safety and welfare, recognizing that water is a scarce natural resource that requires careful management not only in times of drought, but at all times.

b. This Ordinance establishes regulations to be implemented during times of declared water shortages or declared water shortage emergencies.

c. This Ordinance establishes six Water Shortage Levels that are most often triggered due to drought or water shortage conditions to provide defined response actions to be implemented during times of declared water shortage or declared water shortage emergency, with increasing restrictions on water use in response to worsening drought or emergency conditions and decreasing supplies.

d. This Ordinance is intended solely to further the conservation of water. It is not intended to implement any provision of federal, State, or local statutes, ordinances, or regulations relating to protection of water quality or control of drainage or runoff. This Ordinance shall not act to repeal, supersede or amend any federal, State or local law, ordinance or regulation relating to protection of water quality or control of drainage or runoff (including, but not limited to, any and all National Pollution Discharge Elimination System (NPDES) permits or requirements which may be applicable in such instance) or exempt any person or party from compliance therewith.

e. The District's prior Water Conservation Programs, and Ordinance No. 2015-01, as adopted and supplemented, as applicable, are rescinded and superseded upon this Ordinance becoming effective.

Section 4. Water Shortage Response Ordinance Provisions.

- a. The Water Shortage Response Ordinance provisions are set forth in Exhibit A to this Ordinance and are incorporated herein by this reference.
- b. The Water Shortage Response Ordinance shall be referred to in The District's Rules and Regulations for Water Service.
- c. The Board reserves the right to amend, revise, and/or supplement this Ordinance in the future based upon the District's needs, circumstances and requirements.
- d. This Ordinance is adopted by this Board pursuant to the provisions and authority set out in the California Constitution and California law as referenced herein.
- e. All penalties set forth in the Water Shortage Response Ordinance are administrative and regulatory penalties and are not fees or charges for water service or water capacity.

Section 5. California Environmental Quality Act (CEQA) Exemption.

The Board finds that this Ordinance, the Water Shortage Response Ordinance and actions taken hereafter pursuant to the Ordinance, are exempt from the California Environmental Quality Act as specific actions necessary to prevent or mitigate an emergency pursuant to 14 California Code of Regulations, Sections 15269, 15273, and 15321, and the applicable statutes of the Public Resources Code.

The General Manager / District Secretary is hereby authorized and directed to file a Notice of Exemption as soon as possible following the adoption of this Ordinance.

Section 6. Terms and Provisions. The terms and provisions of this Ordinance enacted hereby, shall be subject to, and shall be interpreted pursuant to, State law.

Section 7. Notice and Provisions. Notice of the adoption of this Ordinance, and the provisions hereof, have been, and shall be, as applicable, provided as set out in State law, including, but not limited to, the requirements of Water Code Section 31027.

Section 8. Other Actions. The District staff and officers are hereby authorized and directed to take such other and further action(s) as may be reasonably necessary to carry out the determinations, findings and directives set forth herein, within the limits set forth by, and in accordance with, direction of the Board.

Section 9. Effective Date. This Ordinance No. 2022-01 shall take effect, and Ordinance 2015-01 shall be superseded on the 31st day following the adoption of this Ordinance.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda/Elverta Community Water District on this 15th day of August 2022.

AYES, in favor hereof: Gifford, Green, Harris, Ridilla
NOES: None
ABSTAIN: None
ABSENT: None

Jason Green, President
Board of Directors

Attest: _____
Board Secretary

Exhibit A



Water Shortage Contingency Plan 2020 Update

Rio Linda/Elverta Community Water District

August 2022

Water Shortage Contingency Plan
2020 Update
Rio Linda/Elverta Community Water District

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ATTACHMENTS

- Attachment 1. Drought Response Tool Quantitative Assessment Introduction

Water Shortage Contingency Plan
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 Rio Linda/Elverta Community Water District

1 INTRODUCTION

CWC § 10640

(a) Every urban water supplier required to prepare a plan pursuant to this part shall prepare its plan pursuant to Article 2 (commencing with Section 10630). The supplier shall likewise periodically review the plan as required by Section 10621, and any amendments or changes required as a result of that review shall be adopted pursuant to this article.

(b) Every urban water supplier required to prepare a water shortage contingency plan shall prepare a water shortage contingency plan pursuant to Section 10632. The supplier shall likewise periodically review the water shortage contingency plan as required by paragraph (10) of subdivision (a) of Section 10632 and any amendments or changes required as a result of that review shall be adopted pursuant to this article.

Rio Linda Elverta Community Water District’s (District’s) Water Shortage Contingency Plan (WSCP) has been developed to serve as a flexible framework of planned response measures to mitigate future water supply shortages. This WSCP builds upon and supersedes the WSCP that was presented in the 2015 Urban Water Management Plan (UWMP).

The WSCP includes the stages of response to a water shortage caused by drought or by supply interruptions caused by infrastructure failure, regulatory mandate, or catastrophic human-caused or natural events. The primary objective of the WSCP is to ensure that the District has in place the necessary resources and management responses needed to protect health and human safety, minimize economic disruption, and preserve environmental and community assets during water supply shortages and interruptions. The WSCP also includes procedures to conduct an annual assessment of water supply and demand in order to determine whether water shortage conditions are likely to exist in the forthcoming year, and to proactively begin the process of implementing WSCP stages of action, as appropriate.

This WSCP has been prepared in accordance with California Water Code (CWC) § 10640 and CWC § 10632 of the UWMP Act. Text from the UWMP Act has been included in grey text boxes with italicized font at beginning of relevant sections of this WSCP. The information presented in the respective WSCP sections and the associated text and tables are collectively intended to fulfill the requirements of that sub-section of the UWMP Act.

2 WATER SUPPLY RELIABILITY ANALYSIS

CWC § 10632 (a) (1) The analysis of water supply reliability conducted pursuant to Section 10635.

This section provides a summary of the water supply reliability analysis in Chapter 8 of the District's 2020 UWMP, recognizing that the WSCP is intended to be a standalone document that can be adopted and amended independently.

The District overlies the North American Subbasin of the Sacramento Valley Basin, which is ranked as high priority basin.¹ The District is completely reliant on groundwater to meet its water demands and to date the reliability of the District's water supply has largely been insulated from long periods of drought. Similarly, through implementation of the North American Groundwater Sustainability Plan (GSP), the District's supply reliability is expected to be sufficient to meet all projected demands through the planning horizon of this UWMP (i.e., through 2045).

The District is not anticipated to experience supply shortfall in either single dry years or multiple dry years by 2045 based on past and projected reliability of groundwater supply even during drought years. Additionally, as part of the supply reliability analysis, the District has conducted a Drought Risk Assessment (DRA), which evaluates the effects on available water supply sources of an assumed five-year drought commencing the year after the assessment is completed (i.e., from 2021 through 2025). The District's supply is expected to be sufficient to meet demands in all five years of the assumed drought (i.e., from 2021 through 2025).

The District has developed this WSCP to address water shortage conditions resulting from any cause (e.g., droughts, impacted distribution system infrastructure, regulatory-imposed shortage restrictions, etc.). The WSCP identifies a variety of actions that the District will implement to reduce demands and further ensure supply reliability at various levels of water shortage.

¹ Basin prioritizations and break down up priority points are available here: <https://gis.water.ca.gov/app/bp-dashboard/final/>

Water Shortage Contingency Plan
2020 Update
Rio Linda/Elverta Community Water District

3 PRIOR DROUGHT ACTIONS

The District has historically developed different strategies for reducing water demand during water shortages. The District's actions in response to the recent severe drought that occurred in California between 2014 and 2017 are discussed below.

On 1 April 2015, Governor Brown issued the fourth in a series of Executive Orders regarding actions necessary to address California's severe drought conditions. Executive Order B-29-15 directed the State Water Resources Control Board (SWRCB) to impose the first ever mandatory restrictions on urban water suppliers to achieve a statewide 25 percent reduction in potable urban water usage through February 2016. The Executive Order also required commercial, industrial, and institutional (CII) users to implement water efficiency measures, prohibited irrigation with potable water of ornamental turf in public street medians, and prohibited irrigation with potable water outside newly constructed homes and buildings that is not delivered by drip or microspray systems, along with numerous other directives.

On 5 May 2015, the SWRCB adopted Resolution 2015-0032 that mandated minimum actions by water suppliers and their customers to conserve water supplies into 2016 and assigned a mandatory water conservation savings goal to each water supplier based on their residential gallons per capita per day (R-GPCD) water use. The Office of Administrative Law approved the regulations and modified the CWC on 18 May 2015. On 2 February 2016, the SWRCB voted to extend the emergency regulations until October 2016 with some modifications. On 9 May 2016, the Governor issued Executive Order B-37-16, which directed the SWRCB to extend the emergency regulations through the end of January 2017 as well as make certain water use restrictions permanent. On 18 May 2016, the SWRCB adopted Resolution 2016-0029 that adjusted the water conservation savings goal and replaced the February 2016 emergency regulation. The SWRCB is expected to take separate action to make some of the requirements of the regulations permanent in response to the Executive Order.

The mandatory conservation standards included in CWC § 865(c) ranged from 8 percent for suppliers with an R-GPCD below 65 R-GPCD, up to 36 percent for suppliers with water use of greater than 215 R-GPCD. As with previous emergency drought regulations adopted by the SWRCB in 2014, the new water conservation regulation was primarily intended to reduce outdoor urban water use. Based on their R-GPCD, the District was required to reduce water use by 33 percent relative to its 2013 water use. Through enactment of its WSCP, the District met this reduction target. During the June 2015 through May 2016 compliance period, the District reached a cumulative savings of 33.1 percent relative to its 2013 use². In June 2016, the District adopted its 2015 UWMP and associated WSCP update. In April 2017, the Governor Brown ended the drought State of Emergency.

² Data from May 2016 Supplier Conservation Compliance table ([suppliercompliance_070616.pdf \(ca.gov\)](#))

4 ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT PROCEDURES

CWC § 10632 (a) (2)

The procedures used in conducting an annual water supply and demand assessment that include, at a minimum, both of the following:

(A) The written decision-making process that an urban water supplier will use each year to determine its water supply reliability.

(B) The key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year, including all of the following:

(i) Current year unconstrained demand, considering weather, growth, and other influencing factors, such as policies to manage current supplies to meet demand objectives in future years, as applicable.

(ii) Current year available supply, considering hydrological and regulatory conditions in the current year and one dry year. The annual supply and demand assessment may consider more than one dry year solely at the discretion of the urban water supplier.

(iii) Existing infrastructure capabilities and plausible constraints.

(iv) A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment.

(v) A description and quantification of each source of water supply.

CWC § 10632.1

An urban water supplier shall conduct an annual water supply and demand assessment pursuant to subdivision (a) of Section 10632 and, on or before July 1 of each year, submit an annual water shortage assessment report to the department with information for anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the supplier's water shortage contingency plan. An urban water supplier that relies on imported water from the State Water Project or the Bureau of Reclamation shall submit its annual water supply and demand assessment within 14 days of receiving its final allocations, or by July 1 of each year, whichever is later.

CWC § 10632.2

An urban water supplier shall follow, where feasible and appropriate, the prescribed procedures and implement determined shortage response actions in its water shortage contingency plan, as identified in subdivision (a) of Section 10632, or reasonable alternative actions, provided that descriptions of the alternative actions are submitted with the annual water shortage assessment report pursuant to Section 10632.1. Nothing in this section prohibits an urban water supplier from taking actions not specified in its water shortage contingency plan, if needed, without having to formally amend its urban water management plan or water shortage contingency plan.

On an annual basis, the District will conduct a Supply-Demand Assessment (Annual Assessment) to identify whether there is likely to be a water shortage condition in the following year. For purposes of this assessment, a water shortage condition is defined as an anticipated supply shortfall of 40 percent, corresponding to Water Shortage Level 4. Each element of the Annual Assessment is described below, along with the key data inputs and methodologies for determining these elements.

1. Evaluation Criteria

The evaluation criteria that will be used to identify whether the District is likely to experience a water shortage in the coming year include:

- **Groundwater Supply** – A comparison of groundwater level elevations to well operational depths to identify any constraints on accessing the groundwater supply (e.g., dropping water levels due to limited rainfall/runoff) and to identify any potential needs to (1) lower pump depths, (2) deepen existing wells, or (3) site and drill additional supply wells.

Water Shortage Contingency Plan
 2020 Update
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- **Local Regulatory Conditions** – Evaluation of (1) any new Groundwater Sustainability Agency (GSA) policies (e.g., pumping allocations) or sustainability criteria that could trigger a change in groundwater volume available for pumping, and (2) any new limitations on well permitting that could limit the ability to deepen existing supply wells or drill new supply wells.
- **State Regulatory Conditions** - Evaluation of any state-mandated drought or water use restrictions known during preparation of the Annual Assessment.

These criteria will be assessed by District staff with detailed knowledge of District operations. The data used to support these assessments may include, but are not limited to, groundwater level elevations of District wells, groundwater conditions as described in the North American Subbasin GSP and associated groundwater modeling, and system demand.

2. Water Supply

On the basis of the evaluation criteria above and available supporting data, the District will quantify the projected available supply over the forthcoming year. This quantification will likely be a range, and subject to revision as new data are available and as conditions evolve.

3. Unconstrained Customer Demand

Unconstrained customer demands (i.e., the expected water use in the absence of shortage-caused reductions in water use) will be evaluated and estimated for the forthcoming year based on:

- A comparison of monthly customer demands relative to prior years (e.g., last 3 years),
- Evaluation of current and anticipated weather conditions,
- New demands anticipated during the coming year (e.g., new accounts coming online), and
- Any other potentially pertinent factors identified by the District (e.g., pandemic-related stay-at-home orders).

4. Planned Water Use for Current Year Considering Dry Subsequent Year

The District will compare the estimated unconstrained demands to the anticipated supplies for the current year, assuming that the following year will be dry using the Evaluation Criteria identified above.

5. Infrastructure Considerations

The District will evaluate how infrastructure capabilities and constraints may affect its ability to deliver supplies to meet expected customer water demands in the coming year. The constraints and capabilities are expected to include, among other things:

- Anticipated capital projects and upgrades,
- Anticipated maintenance and repairs.

6. Team Members and Decision Makers

- District General Manager (Team Members)

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- Executive Committee (Team Members)
- Board of Directors (Team Members and Decision Makers)

7. Timeline

Table 4-1 shows the timeline for preparing the annual assessment.

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Table 4-1 Annual Assessment Procedures Decision-Making Timeline

Decision - Making Step	Start Date	End Date
Convening Team members	March 1	April 1
Determining water supplies by source for the current year	March 1	April 1
Calculating the water supply reliability using spreadsheet, computer model, or other method	March 1	May 1
Determining shortages and response actions	March 1	May 1
Preparing and presenting preliminary report to Board of Directors	April 15	May 15
Updating assessment based on final water supplies	April 15	May 15
Using the WSCP to activate the appropriate protocols	As needed	--
Preparing annual water shortage assessment report	As needed	--
Preparing decision-making documents for approval	June 1	June 1
Implementing WSCP actions as approved	June 1	June 1
Sending final annual water shortage assessment report to the State	July 1	July 1 ^(a)
NOTES: (a) No later than July 1 st of each year, beginning in 2022 (b) All actions listed above are under the responsibility of the District General Manager.		

Consistent with California Water Code (CWC) § 10632.1, the District will perform and submit an Annual Assessment to DWR by July 1st of each year beginning in 2022.

5 WATER SHORTAGE LEVELS

Consistent with the requirements of CWC § 10632(a)(3), this WSCP is based on the six water shortage levels (also referred to as “stages”) shown in Table 5-1. The previous WSCP categories are cross referenced to the existing six standard categories as follows:

- 2015 WSCP Stage 1 = 2020 WSCP Shortage Level 2;
- 2015 WSCP Stage 2 = 2020 WSCP Shortage Level 3;
- 2015 WSCP Stage 3 = 2020 WSCP Shortage Level 4; and
- 2015 WSCP Stage 4 = 2020 WSCP Shortage Level 5.

The six water shortage stages are intended to address shortage caused by any condition, including the catastrophic interruption of water supplies. Table 5-1 also summarizes the water supply reductions and supply conditions associated with each stage of action.

Table 5-1 describes the customer restrictions and prohibitions and consumption reduction methods (i.e., the actions to be taken by District staff) associated with each stage of action. Specific prohibitions and consumption reduction methods are discussed in more detail below. The monthly and cumulative annual water savings impacts associated with each restriction, prohibition and consumption reduction method were quantitatively estimated using the Drought Response Tool (DRT) for each stage of action. The DRT is a spreadsheet model used to identify water saving opportunities by customer sector and major end-use and to quantify and compare potential water saving benefits of implementing various suites of drought response actions.

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Table 5-1 Water Shortage Contingency Plan Levels (DWR Table 8-1)

Shortage Level	Percent Shortage Range	Shortage Response Actions
1	Up to 10%	Minimal Shortage – Up to 10% (Voluntary) Includes implementation of voluntary restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
2	10% to 20%	Moderate Shortage – 10% to 20% (Mandatory) Includes implementation of mandatory restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
3	20% to 30%	Severe Shortage – 20% to 30% (Mandatory) Includes implementation of mandatory restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
4	30% to 40%	Severe Shortage – 30% to 40% (Mandatory) Includes implementation of mandatory restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
5	40% to 50%	Critical Shortage – 40% to 50% (Mandatory) Includes implementation of mandatory restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
6	>50%	Critical Shortage – greater than 50% (Mandatory) Includes implementation of mandatory restrictions on end uses (see Table 6-1) as well as agency actions (see Table 6-2).
NOTES: The appropriate Stage will be enacted by the Board of Directors to respond to the corresponding estimated water shortage that may result from the following: droughts, extreme weather events, natural disasters, extended power outages, regulatory droughts, and other water shortage conditions.		

6 SHORTAGE RESPONSE ACTIONS

This section describes the response actions the District will take to deal with the shortages associated with each of the six stages enumerated in Section 5. Demand reduction measures, supply augmentation, and other actions are discussed below and in Table 6-1 and Table 6-2. The monthly and cumulative annual water savings impacts associated with each restriction, prohibition and consumption reduction method were quantitatively estimated using the DRT for each stage of action described further in Section 6.7 and included in Attachment 1.

6.1 Supply Augmentation

The District relies exclusively on groundwater to meet its water needs and does not have access to surface water or water supply augmentation through other means. Existing wells could be modified or new wells could be drilled to increase pumping capacity.

6.2 Demand Reduction

Consumption reduction methods are actions that are taken by the District to reduce water demand within the service area. As shown in Table 6-1 below, the WSCP lists the demand reduction actions that the District will implement during each stage of action, to reduce the District's own water consumption and encourage reduction in water use by its customers. A main focus of the District's planned demand reduction measures is to increase public outreach and keep customers informed of the water shortage emergency and actions they can take to reduce consumption. The public outreach efforts that the District will implement to respond to a water shortage are described in Section 7.

Table 6-1 Demand Reduction Actions (DWR Table 8-2)

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap? (a)	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
Non-Drought	Other	--	<ol style="list-style-type: none"> 1. Hoses must be equipped with a shut-off valve for washing vehicles, sidewalks, walkways, or buildings. 2. Restrict water use for ornamental fountains or recommend the use of re-circulated or recycled water. 3. Potable water shall not be applied in any manner to any driveway, sidewalk, or other hard surface except when necessary to address immediate health or safety concerns. 4. Potable water shall not be used to water outdoor landscapes in a manner that causes more than incidental runoff onto non-irrigated areas, walkways, roadways, parking lots, or other hard surfaces. 5. Potable water cannot be applied to outdoor landscapes during and up to 48 hours after measurable rainfall. 6. Potable water shall not be used to irrigate ornamental turf on public street medians. 7. Encourage restaurants and other food service operations to serve water to customers only upon request during a period for which the Governor has issued a proclamation of a state of emergency. 8. Encourage users to wash only full loads of laundry. 9. Broken or defective plumbing and irrigation systems must be repaired or replaced within a reasonable period. 10. Recreational water features shall be covered when not in use. 11. Single-pass cooling systems on new construction shall not be allowed. 12. Prohibit unauthorized use of hydrants. 13. All water using equipment must be in working order. 14. Encourage greywater use for irrigating landscape where possible. 15. Other measures as may be approved by the State Water Resources Control Board or the District. 	Yes

Table 6-1 Demand Reduction Actions (DWR Table 8-2)

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap? (a)	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1	Other	5%	<ol style="list-style-type: none"> 1. Continue with “no drought” restrictions and prohibitions except where superseded by more stringent requirements. 2. Require repair of all leaks within 24 hours. 3. Require covers for all recreational water features such as pools. 4. Prohibit Commercial vehicle washing except with use of recycled water. 5. Other measures as may be approved by the State Water Resources Control Board or the District. 	Yes
2	Other	15%	<ol style="list-style-type: none"> 1. Continue with Stage 1 restrictions and prohibitions except where superseded by more stringent requirements. 2. Audit and reduce system water losses. 3. Limit irrigation to 3 days/week, 15 minutes/day, between 8PM and 6AM for Dedicated Irrigation, Residential users, and Commercial users. 4. Prohibit single-pass cooling systems. 5. Other measures as may be approved by the State Water Resources Control Board or the District. 	Yes
3	Other	25%	<ol style="list-style-type: none"> 1. Continue with Stage 2 restrictions and prohibitions except where superseded by more stringent requirements. 2. Limit irrigation to 2 days/week, 15 minutes/day, between 9PM and 6AM for Dedicated Irrigation, Residential users, and Commercial users. 3. Prohibit Residential washing of vehicles except with use of recycled water. 4. Other measures as may be approved by the State Water Resources Control Board or the District. 	Yes
4	Other	35%	<ol style="list-style-type: none"> 1. Continue with Stage 3 restrictions and prohibitions except where superseded by more stringent 	Yes

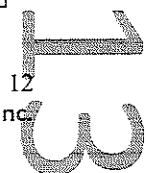


Table 6-1 Demand Reduction Actions (DWR Table 8-2)

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap? (a)	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
			requirements. 2. Decrease frequency and length of line flushing. 3. No new connections allowed unless already approved 4. Conduct account surveys for Dedicated Irrigation accounts, high water using Commercial users, and high water using Residential users. 5. Other measures as may be approved by the State Water Resources Control Board or the District.	
5	Other	45%	1. Continue with Stage 4 restrictions and prohibitions except where superseded by more stringent requirements. 2. Moratorium on new connections. 3. Limit irrigation to 1 days/week, 10 minutes/day, between 9PM and 6AM for Dedicated Irrigation accounts, Residential users, and Commercial users. 4. Establish water budget with 50% reduction for Dedicated Irrigation accounts, 10% reductions for Residential and 10% for Commercial Users. 5. Other measures as may be approved by the State Water Resources Control Board or the District.	Yes
6	Other	55%	1. Continue with Stage 5 restrictions and prohibitions except where superseded by more stringent requirements. 2. Establish water budget with 100% reduction for Dedicated Irrigation accounts, 30% reductions for Commercial Users, and 25% reductions for Residential users. 3. Other measures as may be approved by the State Water Resources Control Board or the District.	Yes

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Table 6-1 Demand Reduction Actions (DWR Table 8-2)

Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap? (a)	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
<p>NOTES:</p> <p>(a) The percentages listed in this table are the cumulative savings for each shortage level with implementation of corresponding supply augmentation and other agency actions in Table 6-2. Detailed saving estimates based on end use, response action, and implementation rates can be found in Attachment 1.</p> <p>(b) Table 6-1 lists each demand reduction action as “other” because they represent a suite of demand reduction actions for each shortage level that include multiple categories of demand reduction actions provided in the DWR drop down menu.</p>				

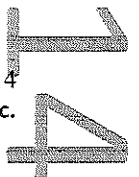


Table 6-2 Supply Augmentation and Other Actions (DWR Table 8-3)

Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier	How much is this going to reduce the shortage gap?	Additional Explanation or Reference <i>(optional)</i>
1	Other	5%	1. The District implement media campaigns, including: <ul style="list-style-type: none"> • Publicize the water shortage and conservation measures using a media campaign, newspaper articles, and website. • Promote water conservation programs. • Hold water efficiency workshops and public events. • Distribute water bill inserts with information about water shortage and conservation.
2	Other	15%	1. Continue with action and measures from Stage 1 except where superseded by more stringent requirements. 2. Accelerate leak detection and repair program. 3. Suspend routine flushing of water mains except when necessary to address immediate health or safety concerns. 4. Reduce distribution system pressures.
3	Other	25%	1. Continue with action and measures from Stage 2 except where superseded by more stringent requirements.
4	Other	35%	1. Continue with action and measures from Stage 3 except where superseded by more stringent requirements.
5	Other	45%	1. Continue with action and measures from Stage 4 except where superseded by more stringent requirements.
6	Other	55%	1. Continue with action and measures from Stage 5 except where superseded by more stringent requirements.
NOTES: (a) The percentages listed in this table are the cumulative savings for each shortage level with implementation of corresponding demand reduction actions in Table 6-1. Detailed saving estimates based on end use, response action, and implementation rates can be found in Attachment 1. (b) Table 6-2 lists each supply augmentation method or other actions by water supplier action as “other” because they represent a suite of actions by the water supplier for each shortage level that include multiple categories of actions provided in the DWR drop down menu.			

6.2.1 Prohibitions on End Uses

Restrictions and prohibitions associated with each stage of action are presented in Table 6-1. As discussed above, these responses focus on the reduction of non-essential water uses such as ornamental landscape irrigation, and preserve water uses that are essential to the health, safety, welfare, and economic vitality of the District's customers.

In addition, several mandatory prohibitions are enforced at all times as part of the Non-Drought Stage to eliminate water waste, which include each of the prohibitions on end uses that are anticipated to be mandated by the SWRCB in response to Executive Order B-37-16. Prohibitions in subsequent stages go beyond the SWRCB requirements and become increasingly restrictive. Should mandatory State regulations overlap or conflict with the District's stage of actions, the more stringent regulations will be enforced.

6.2.2 Defining Water Features

CWC § 10632 (b)

For purposes of developing the water shortage contingency plan pursuant to subdivision (a), an urban water supplier shall analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code.

As required by CWC Section 10632, the District distinguishes between "decorative water features" such as ponds, lakes, and fountains that are artificially supplied with water and "recreational water features" such as swimming pools and spas. Prohibitions on water use for decorative water features are listed separately from those for recreational water features (see Table 6-1).

6.3 Operational Changes

The WSCP lists the operational changes that the District will implement during each stage of action including measures to: (1) reduce system losses through a reduction in line flushing and fire training exercises, (2) increase enforcement and patrols, (3) develop water budgets, and in certain conditions, (4) implement a moratorium on new services.

6.4 Mandatory Restrictions

The water shortage response actions included in Table 6-1 include a variety of mandatory customer water use restrictions that will be necessary to achieve the targeted demand reductions for the different shortage stages. The types of restrictions and the manner and degree of enforcement for these restrictions vary by stage and are discussed in Section 8.

6.5 Catastrophic Supply Interruption Plan

Catastrophic supply interruptions may be caused by a regional power outage, an earthquake, or other disaster. The District includes a system-wide Catastrophic Supply Interruption Plan in the current policy and procedure manual. Potential catastrophic events and responses are summarized below:

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- Localized short-term power failure - Emergency generators at selected well start up to maintain system pressure. Request customers to reduce water uses with announcements via radio, television and internet. Coordinate with Sacramento Municipal Utility District (SMUD).
- Regional long-term power failure - Emergency generators at selected wells operate until fuel supply is exhausted. Back up fuel requested. Order customers to curtail water uses with direct phone calls, and announcements via radio, television and internet. Issue boil water order. Coordinate with SMUD.
- Malicious Act or Major explosion near facilities - Valve off tank or pipelines. Utilize additional wells to maintain system pressure. Request use of emergency connection with neighboring utilities. Request customers to reduce water uses with announcements via radio, television and internet. Request assistance from Office of Emergency Services.
- Flood from Dry Creek or breach of levee along Natomas East Main Drainage Canal - Wells removed from service. Other wells used to pump water. Possible "boil water" order. Order customers to curtail water use. Request use of emergency connection with neighboring utilities. Alert customers with direct phone calls, and announcements via radio. Coordinate with Sacramento Area Flood Control Agency (SAFCA).

Earthquake – in most earthquakes, only weaker masonry buildings would be damaged – District staff would be responsible for control and repair of damage. Help from Northern California utilities is unlikely since they would be responding to their own situations and aiding water suppliers closest to the epicenter.

6.6 Seismic Risk and Mitigation Plan

CWC § 10632.5

(a) In addition to the requirements of paragraph (3) of subdivision (a) of Section 10632, beginning January 1, 2020, the plan shall include a seismic risk assessment and mitigation plan to assess the vulnerability of each of the various facilities of a water system and mitigate those vulnerabilities.

(b) An urban water supplier shall update the seismic risk assessment and mitigation plan when updating its urban water management plan as required by Section 10621.

(c) An urban water supplier may comply with this section by submitting, pursuant to Section 10644, a copy of the most recent adopted local hazard mitigation plan or multihazard mitigation plan under the federal Disaster Mitigation Act of 2000 (Public Law 106-390) if the local hazard mitigation plan or multihazard mitigation plan addresses seismic risk.

Per the CWC§ 10632.5, suppliers are required to include a seismic risk assessment and mitigation plan as part of their WSCP. The District is located within Sacramento County, which is in a limited seismic risk area per the 2016 Sacramento Countywide Local Hazard Mitigation Plan Update (LHMP).³ The District is at minimal risk of an earthquake per the LHMP; as such, no actions are planned to mitigate such an event.

³ The Sacramento County LHMP could be found on the County's Water Resources website: <https://waterresources.saccounty.net/Local%20Hazard%20Mitigation%20Plan%202017/Executive%20Summary.pdf>

6.7 Shortage Response Action Effectiveness

In order to evaluate and ensure that effective actions will be implemented with the proper level of intensity, the District employed the DRT, an Excel spreadsheet model developed by EKI Environment and Water, Inc. The DRT model calculates monthly savings anticipated by implementing each stage of action as detailed below.

6.7.1 Baseline Water Use Profile

Using the DRT, the District developed a baseline water use profile that reflected usage patterns within the District’s service area by major water use sector during 2019 that was used to guide development of the WSCP. Key findings from this analysis are presented below.

Residential Per Capita Demand

The District’s baseline R-GPCD in 2019 was approximately 111 R-GPCD. As shown in Table 6-3, this R-GPCD is significantly greater than the statewide average of 85 R-GPCD.

Proportion of Outdoor Water Use

As shown in Table 6-3 and associated charts, outdoor water use, which can generally be considered as a “discretionary water use”, was estimated to be approximately 52 percent of the District’s consumption during this time period.

The DRT estimates indoor water use to be equivalent to the lowest monthly water use for each sector, accounting for the number of days in each month. Outdoor water use for each sector was estimated to be the difference between the total water use and the estimated indoor water use. If District customers tend to irrigate more heavily during winter months, an underestimation of the proportion of outdoor water use would occur.

The proportion of outdoor water use within both residential and commercial sectors (52 percent and 54 percent, respectively) indicates that there is a potential to achieve significant potable water savings across these sectors, simply by focusing on outdoor uses. As further shown in Table 6-4 and its associated charts, the seasonal variation in baseline potable water use reflects increased irrigation demands during the summer and fall months. Therefore, the greatest potential for reductions in non-essential water use are expected during these months.

Table 6-3 Baseline Residential Per Capita Water Demand

	Baseline Residential Per Capita Water Demand (R-GPCD)
Rio Linda/Elverta Community Water District (a)	111
Statewide Average (b)	85
NOTES: (a) District R-GPCD calculated using 2019 production data. (b) State-wide R-GPCD for 2019 obtained from data provided at California State Water Resources Control Board Water Conservation Portal - Conservation Reporting, http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/conservation_reporting.shtml , accessed March 2021.	

Table 6-4 Baseline Water Use Profile

Sector	End-Use	Baseline (2019) Water Use													Annual percent of Total by Sector
		January	February	March	April	May	June	July	August	September	October	November	December	Annual	
Residential	Indoor	14	11	12	16	23	33	38	45	39	26	23	15	293	48%
	Outdoor	15	12	13	17	25	35	42	48	43	28	25	16	318	52%
	<i>Subtotal Residential</i>	28	22	25	33	47	68	80	93	82	54	47	31	611	77%
CII	Indoor	2	2	2	2	3	5	6	7	6	4	3	2	42	46%
	Outdoor	2	2	2	2	3	6	7	8	7	4	4	2	50	54%
	<i>Subtotal CII</i>	4	3	4	4	6	11	13	15	13	8	7	4	92	12%
Dedicated Irrigation	Outdoor	0	0	0	0	0	1	1	2	1	1	1	0	7	1%
Non-Revenue	Non-Revenue	4	5	6	9	14	18	21	-1	-1	3	2	4	84	11%
Total	Indoor	15	12	14	18	25	38	45	52	45	30	26	17	336	42%
	Outdoor	17	14	15	19	28	42	50	58	51	34	29	18	375	47%
	Non-Revenue	4	5	6	9	14	18	21	-1	-1	3	2	4	84	11%
	Total	35	31	35	46	67	97	115	109	96	66	58	39	795	100%

NOTES:

(a) Volumes are in units of MG.

(b) Indoor water use was estimated to be the lowest monthly water use for each sector, accounting for the number of days in each month. Outdoor water use for each sector was estimated to be the difference between the total water use and the estimated indoor water use.

6.7.2 Shortage Response Action Effectiveness

The DRT provides a quantitative framework that allows the District to systematically estimate the monthly and cumulative annual demand reductions expected to result from particular combinations of drought response actions and associated implementation rates. Data inputs to the DRT include total production, class-specific water use, population, and assumptions regarding the split between indoor and outdoor water use for each customer class.

For each drought response action, the user specifies:

- The customer class(es) and end use(s) that are affected;
- The percent savings for that end use for each account that implements the action. These are based on evaluations reported in the literature, or where such studies are not available, on best estimates based on the District's experience; and
- The percentage of accounts assumed to implement the action, which is presumed to be the result of the intensity level of the District's program implementation, including but not limited to, marketing and enforcement activities.

An additional critical DRT user input is a set of constraints on demand reductions to ensure that usage levels do not endanger health and safety or result in unacceptable economic impacts. The DRT will not permit estimated usage reductions to violate these constraints, regardless of the demand reduction actions selected. The constraints are:

- A minimum residential indoor per capita daily usage of 25 gallons,
- A maximum residential outdoor usage reduction of 100 percent,
- A maximum Commercial, industrial, and institutional (CII) indoor usage reduction of 30 percent, and
- A maximum CII outdoor usage reduction of 100 percent.

Based on the foregoing data, the DRT model calculates the resulting monthly savings. The District adjusted the combination of actions and implementation levels to achieve the targeted savings levels at each of the six stages of action.

For each stage of action, the modeling targeted the mid-range of the required demand reduction range, ergo:

- 5 percent for Stage 1,
- 15 percent for Stage 2,
- 25 percent for Stage 3,
- 35 percent for Stage 4,
- 45 percent for Stage 5, and
- 55 percent for Stage 6.

The key DRT inputs and outputs for each of the stages of action are reproduced in Attachment 1.

Table 6-1 shows the water shortage reduction actions, savings assumptions, and implementation rates that are required for the District to achieve the required annual demand reductions for each of the six stages of action. At each stage, there are two types of demand-reduction actions identified:

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- Restrictions on customer water usage; and
- Consumption reduction actions by the District to encourage decreased water usage.

Many actions are implemented across a number of stages, some at increasing implementation levels. Therefore the actions in Table 6-1 and Table 6-2 are listed as a row under the first stage at which they are implemented. The percentages shown in the tables represent savings of the end uses.

7 COMMUNICATION PROTOCOLS

CWC § 10632 (a) (5)

Communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments, regarding, at a minimum, all of the following:

(A) Any current or predicted shortages as determined by the annual water supply and demand assessment described pursuant to Section 10632.1.

(B) Any shortage response actions triggered or anticipated to be triggered by the annual water supply and demand assessment described pursuant to Section 10632.1.

(C) Any other relevant communications.

The District General Manager will recommend to the Board of Directors the extent of the conservation required through the implementation and/or termination of particular water conservation stages and the Board will order implementation or termination of the appropriate water conservation stage. The District customers will be notified of any upgrade or downgrade in water use policy stage by public announcement.

The provisions of each water shortage stage of action are triggered upon the Board of Directors determination that a Governing Authority has required the District to achieve a voluntary or mandatory reduction in water use because of water shortage conditions.

The stage of action will become effective after the Board of Directors declares a particular stage of action and the District has published notice of this determination. Once effective, the provisions of a water shortage stage of action will stay in effect until: (1) a different stage of action is declared; or (2) the Board of Directors determine that the water shortage condition no longer exists and the District has published notice of this determination.

After the termination of the water shortage conditions, District will oversee any remaining termination and WSCP review activities. These activities could include:

- Publicize gratitude for the community's cooperation.
- Restore water utility operations, organization, and services to pre-event levels.
- Document the event and response and compile applicable records for future reference.
- Collect cost accounting information, assess revenue losses and financial impact, and review deferred projects or programs.
- Debrief staff to review effectiveness of actions, to identify the lessons learned, and to enhance response and recovery efforts in the future.
- Update the WSCP, as needed.

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8 COMPLIANCE AND ENFORCEMENT

CWC § 10632 (a) (6) For an urban retail water supplier, customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions as determined pursuant to Section 10632.2.

The District is authorized to enforce the requirements of the WSCP. Enforcement of the District’s water use restrictions and prohibitions is focused on soliciting cooperation from water customers who are unaware of the restrictions or have failed to comply with the provisions of the WSCP.

The following section discusses penalties associated with excessive water use. The penalties discussed herein do not repeal any power granted under state law, federal law, or municipal ordinances. The following penalties discussed in Table 8-1 shall be issued along with written notification to the occupant of the site, or to any person in control of said site, or posted at the site in an easily visible location. Each day the violation is delinquent shall result in a separate offense and fully punishable.

The District General Manager, or their appointed representative, may issue waivers pursuant to the requirements of the WSCP on the basis of hardship, health and safety matters, unjustifiable repair costs, overall benefit to the public, protection of sensitive or endangered plant species or habitats, or compliance with other state, federal or local laws.

Table 8-1 Procedure for Imposing Administrative Fees

Offense within a 12-month period	Administrative Fee
First	No Fee
Second	\$50
Third	\$75
Additional Offenses	\$125; if appropriate installation of flow restrictor.

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9 LEGAL AUTHORITIES

CWC § 10632 (a) (7)

(A) A description of the legal authorities that empower the urban water supplier to implement and enforce its shortage response actions specified in paragraph (4) that may include, but are not limited to, statutory authorities, ordinances, resolutions, and contract provisions.

(B) A statement that an urban water supplier shall declare a water shortage emergency in accordance with Chapter 3 (commencing with Section 350) of Division 1.

(C) A statement that an urban water supplier shall coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section 8558 of the Government Code.

As discussed above, the District has authority to require water rationing and conservation and to enforce penalties. The District General Manager will notify the Board of Directors the need to upgrade or downgrade in water use policy stages and the Board of Directors will declare a water shortage emergency. The District General Manager is legally authorized to enforce the Water Shortage Contingency Plan (WSCP). Appropriate District staff will also coordinate with Sacramento County and appropriate agencies (e.g., Groundwater Sustainability Agencies in the North American Subbasin) about any possible proclamation of a local emergency.

The District's WSCP update was adopted on 15 August 2022.

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10 FINANCIAL CONSEQUENCES OF WSCP

CWC § 10632 (a) (8)

A description of the financial consequences of, and responses for, drought conditions, including, but not limited to, all of the following:

(A) A description of potential revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).

(B) A description of mitigation actions needed to address revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).

(C) A description of the cost of compliance with Chapter 3.3 (commencing with Section 365) of Division 1.

The District employs a two-tiered, conservation-oriented, inclining block water rate structure for residential customers. The District’s current tiered water rate structure is designed to encourage efficient water use, even during normal water supply conditions. Since the District bills its customers per unit volume of water consumed, the District would experience a reduction in revenue upon implementation of the Water Shortage Contingency Plan (WSCP). To compensate for the expected revenue reduction caused by water conservation, the District reserves the authority to implement temporary water rate increases, as adopted by resolution of the District’s Board of Directors. Additionally, the District’s Board of Directors may adopt a resolution to establish a water rate structure, including excess water use surcharges, that provides incentives to conserve water. Individual customers may seek a waiver of excess water use surcharges through a variance process.

The District also reserves the authority to reduce expenses during implementation of the WSCP, using the following potential mitigation actions:

- Reducing or deferring operation and maintenance expenses; and
- Deferring capital improvement projects.

Other potential actions to mitigate revenue impacts of the WSCP include:

- Increasing any fixed readiness-to-serve charges; and
- Using financial reserves.

Water Shortage Contingency Plan
2020 Update
Rio Linda/Elverta Community Water District

11 MONITORING AND REPORTING

- CWC § 10632 (a) (9) For an urban retail water supplier, monitoring and reporting requirements and procedures that ensure appropriate data is collected, tracked, and analyzed for purposes of monitoring customer compliance and to meet state reporting requirements.*

The District monitors water use through production data at each well and customer meter readings. Each customer account is metered.

Pursuant to California Code of Regulations (CCR) Title 23 §991, the District reports monthly water use and production to the SWRCB.⁴ Effective October 1, 2020, during a governor declared drought emergency or when an urban water supplier invokes a water shortage level to respond to a drought greater than 10 percent, each supplier is required to submit an expanded report that contains the supplier's actions and statistics in achieving planning reductions. During a supply shortage, the District will continue to monitor water use on this schedule to determine the effectiveness of the customer response to the implementation of the WSCP. Actual water savings achieved by implementing the WSCP will be determined by comparing water consumption records while the WSCP is in place with an appropriate baseline consumption.

⁴ Water supplier monthly reports can be accessed at https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/conservation_reporting.html

Water Shortage Contingency Plan
2020 Update
Rio Linda/Elverta Community Water District

12 WSCP REFINEMENT PROCEDURES

CWC § 10632 (u) (10) Reevaluation and improvement procedures for systematically monitoring and evaluating the functionality of the water shortage contingency plan in order to ensure shortage risk tolerance is adequate and appropriate water shortage mitigation strategies are implemented as needed.

As part of the Annual Assessment, the District's team members will review the results of prior monitoring and reporting to determine the effectiveness of the WSCP. If modifications to shortage response actions are needed, the District General Manager will present the proposed modifications to the District's Board of Directors and request changes to the WSCP by resolution.

The WSCP is implemented as an adaptive management plan. The District will evaluate the need to revise its WSCP every year after performing its Annual Assessment. The evaluation will consider effectiveness of WSCP actions and any anticipated water supply shortages assessed by the Annual Assessment. If the WSCP is revised, the District's Board of Directors will adopt a new resolution adopting the revised WSCP, and if necessary, declare a water shortage level to implement.

Water Shortage Contingency Plan
2020 Update
Rio Linda/Elverta Community Water District

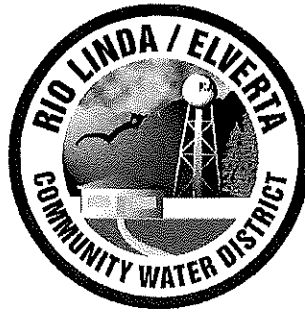
13 PLAN ADOPTION, SUBMITTAL, AND AVAILABILITY

CWC § 10632 (c) The urban water supplier shall make available the water shortage contingency plan prepared pursuant to this article to its customers and any city or county within which it provides water supplies no later than 30 days after adoption of the water shortage contingency plan.

The District informed the public and the appropriate agencies of: (1) its intent to prepare a WSCP, (2) where the WSCP was available for public review, and (3) when the public hearing regarding the WSCP would be held. All notifications were completed in compliance with the stipulations of Section 6066 of the Government Code.

A copy of the adopted 2020 WSCP including any amendments will be provided to the Department of Water Resources (DWR), and the California State Library within 30 days of the adoption. An electronic copy of the adopted 2020 WSCP will be submitted to the DWR using the DWR online submittal tool.

A copy of the adopted 2020 WSCP will be available for public review in the District office (730 L Street, Rio Linda, CA 95673) during normal business hours and on the Rio Linda/Elverta Community Water District website (<http://www.rlecwd.com/>) within 30 days after filing the plan with DWR.



**Public Hearing
Agenda Item: 4**

Date: August 15, 2022
Subject: Public Hearing
Staff Contact: Timothy R. Shaw

4. PUBLIC HEARING TO ADOPT THE FISCAL YEAR 2022-23 OPERATING AND CAPITAL IMPROVEMENT BUDGETS

- 4.1 Open Public Hearing
- 4.2 FY 2022-23 Operating and Capital Improvement Budgets
- 4.3 Public Comment
- 4.4 Close Public Hearing

4.5 Consider Adoption of Resolution No. 2022-07 To Approve the Fiscal Year 2022-23 Operating and Capital Improvement Budgets

RESOLUTION No. 2022-07
**A RESOLUTION ESTABLISHING FISCAL YEAR 2022-23 OPERATING AND
CAPITAL IMPROVEMENT BUDGET FOR THE RIO LINDA /ELVERTA
COMMUNITY WATER DISTRICT**

WHEREAS, the Rio Linda / Elverta Community Water District (“District”) has identified the District’s operating costs as well as the costs of capital improvements to the infrastructure of the District, for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023; and

WHEREAS, the District has prepared a budget setting forth the dollar amounts proposed for operating the District: \$2,490,075.00 and for capital improvements: \$723,844.00; and

WHEREAS, the Board of Directors reviewed and adopted the Proposed Budget for the District operations and capital improvements at a regular meeting held on June 15, 2022; and

WHEREAS, a noticed public hearing was held August 15, 2022 for the purpose of receiving public comment on the proposed Fiscal Year 2022-23 Operating and Capital Improvement Budget.

NOW THEREFORE, BE IT RESOLVED by the Rio Linda / Elverta Community Water District Board of Directors that the attached 2022-23 Fiscal Year Operating and Capital Improvement Budget is hereby approved and appropriated for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 15th day of August 2022. By the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

ATTEST:

John Ridilla
President, Board of Directors

Timothy R. Shaw
Secretary of the Board of Directors

**RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT
BOARD OF DIRECTORS
CONSIDERATION OF RESOLUTION NO. 2022-07 APPROVING THE
FY 2022-23 OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR
THE RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT**

This meeting will be physically open to the public with some reasonable limitations pursuant to current state and county guidelines. All in-person attendees are required to wear masks pursuant to the Sacramento County Public Health order.

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Board of Directors of the Rio Linda/Elverta Community Water District (the "District") at its regularly scheduled meeting on **Monday, August 15, 2022 at 6:30 PM**, at Depot / Visitors Center located at 6730 Front Street, Rio Linda, California to consider the adoption of proposed Resolution No. 2022-07 Establishing Fiscal Year 2022-23 Operating and Capital Improvement Budgets ("Budgets"). The budgets will become effective immediately upon adoption of the District Board of Directors.

ALL INTERESTED PARTIES are invited to attend the August 15, 2022, public hearing to express opinions or submit evidence for or against the approval of the Budgets. At the above noted time and place, testimony from interested persons will be heard and considered by the District Board of Directors prior to taking action or making any recommendation on the Budgets. Upon request, the agenda and the documents in the hearing agenda packet can be made available to persons with a disability. In compliance with the Americans with Disabilities Act, the District encourages those with disabilities to participate fully in the public hearing process. Any person requiring special assistance to participate in the meeting should call (916) 991-1000 or email questions@rlecwd.com at least forty-eight (48) hours prior to the meeting.

Written comments are also accepted, prior to the hearing by the District, at: 730 L Street, Rio Linda, CA, 95673. Information regarding the hearing is on file and may be viewed by interested individuals by contacting the District by phone at (916) 991-1000. If a challenge to the above proposed actions is made in court, persons may be limited to raising only those issues they or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District Board of Directors.

Copies of the proposed Budgets are available for the public by calling the District Office at (916) 991-1000 or via the District's website www.rlecwd.com.

The Rio Linda News 8-5-2022

PUBLIC NOTICE

Notice of Public Hearing Water Shortage Contingency Plan – 2020 Update

The Urban Water Management Planning Act (California Water Code §10608–10656) requires the Rio Linda/Elverta Community Water District (RLECWD) to update its Water Shortage Contingency Plan (WSCP) every 5 years. RLECWD must also make the draft documents available for public review and hold a public hearing before adopting its WSCP.

This is to notify you that RLECWD will hold a public hearing on August 15, 2022 at 6:30 p.m. during the RLECWD Board Meeting at the Visitors Depot Center (6730 Front Street, Rio Linda, CA 95673) to consider proposed revisions and updates to the 2020 WSCP. We invite your participation in the process.

The WSCP will be made available for public review by August 5, 2022 at <http://www.rlecwd.com/>. Visit <http://www.rlecwd.com/board-of-directors/board-documents/> for the Board Meeting agenda for the public hearing.

If you have any questions about the 2020 WSCP or the process for updating this document, please contact RLECWD at:

Rio Linda Elverta Community Water District
730 L Street
Rio Linda, CA 95673
Phone: (916) 991-8891



Operating and Capital Budget

Fiscal Year July 1, 2022 – June 30, 2023

Budget prepared by Timothy Shaw, General Manager, District Staff, and District Engineer

8/18/2022 • Original Adoption

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EXECUTIVE SUMMARY

August 18, 2022

Board of Directors

Rio Linda Elverta Community Water District

I hereby submit the Rio Linda/Elverta Community Water District's Fiscal Year 2022-2023 Operating and Capital Budget. The budget document provides detailed information about the District's revenue and expenditure forecast for the next fiscal year and addresses the main points and major decisions made in compiling the budget.

The District's overall operation is achieved, in part, by regularly reviewing its goals, compliance mandates and means to accomplish such goals and mandates. These relationships are considered during the budget development process to provide the basis for prioritizing efforts, activities, needs, human resources, and financial resources.

Monitoring the budget and responding to both anticipated and unanticipated events is a continuous process. The District maintains a proactive response in regularly performing budget reviews if adjustments are required. The District amended its budget adoption policy in 2019 to:

- Associate the public hearing / public notice requirement with the final budget adoption (in August) instead of the preliminary budget adoption (in May or June).
- Allow for minor budget revisions by the General Manager where the overall spending is not increased. Examples include moving funding from a relatively over-funded (where actual costs have been lower than projected costs) line item to an under-funded line item.

The pending hexavalent chromium (Cr+6) Maximum Contaminant Level (MCL) and other mandates continue to influence our operating and capital budgets. The District's current rate structure (adopted August 2021 partially provides funding for operating costs to comply with the now published re-adoption of the Hexavalent Chromium Maximum Contaminant Level or MCL whereas the 2016 rate structure did not provide any additional funding for operating costs associated with treating drinking water to remove Hexavalent Chromium. Additionally, the rates analysis for the 2016 rates presumed the District would receive Cr+6 mitigation funding through grants and low interest loans, which assumed that the District would qualify as a Disadvantaged Community (DAC). The District is **not currently** eligible by the definitions and requisites established by the California legislature for DAC funding because the median household income for the service area is above the income defined to be disadvantaged. Consequently, the District narrowed its Cr+6 mitigation efforts to two projects, Well #16 Pumping Station, recently completed, and a future wellhead treatment project using ion exchange treatment of existing groundwater facilities.

The District secured a municipal financing loan from Pacific Premier Bank (previously OPUS Bank) using Surcharge #2 as debt service. The construction of the Well #16 Pumping Station was completed in the summer of 2021. Construction of the Well #16 facility, which produces drinking water with hexavalent chromium substantially below the published target MCL. To supplement the current rate structure for

Cr+6 mitigation infrastructure, staff continues to stay abreast of additional funding opportunities as may materialize by legislative or other action.

Some of the anticipated increased operational costs for complying with the Cr+6 MCL have already materialized. The Well 16 Groundwater Pumping Station completion, which is a Cr+6 mitigation project, was added to the list of District facilities (assets). Consequently, the District's property and loss annual insurance premium increased more than 65%.

In the spring of 2022, the Governor declared emergency drought order N-7-22, which compels all California urban water purveyors to declare a 20% water shortfall and implement their corresponding stage of water shortfall contingency plan. In June of 2022, the District conserved 16% compared to the same month in year 2020 (the state's stipulated basis). The rate restructuring adopted by the Board in August 2021 via the Prop 218 process includes a drought rate designed to offset the drop in revenue reasonably anticipated from a mandated conservation. However, the RLECWD Board of Directors has declined to authorize the drought rates. As such, the District needs to be watchful of revenue shortfalls. The potential revenue shortfall is compounded with cost of service increases higher than the assumed 3% inflation. Nearly all services and commodities needed to provide water service has increased beyond the assumed inflation.

In 2019, the District adopted the Capital Improvements Projects List. Such action by the District enables a capital budget adoption based on actual projected capital improvement needs instead of the former basis, which was essentially an arbitrary basis formerly associated with an enforcement provision (compliance order). The improved basis for capital budget presents focus, clarity, and transparency. Since the ultimate sources of funding for the capital budget is the operating budget, the two are inextricably linked; benefits to one transcend to the other. Lastly, the cumulative capital budget funding from prior years has been applied to the current capital budget. This provides a realistic gauge of the timing (e.g., when each project will achieve full funding) and annual contribution needed to bring each capital improvement project to fruition. Looking ahead, the District needs to extend this project specific capital budgeting process to include replacing essential, assets, e.g., network servers, vehicles, and mandated planning document (UWMP and Master Plan) updates/renewals.

The District amended its finance policies to reflect statutory requirements and staffing realities. The previous finance policies were adopted after significant findings in annual independent audits performed in 2011 and 2012. The previously adopted finance policies assumed the District staff and/or consultants included the services of a properly credentialed finance officer. The new policies simplify the District's investment options, which are now the right tool for the job. The previous funding for retiree medical was transitioned to the California Employers Retiree Benefit Trust (CERBT), which is generating higher dividends than the prior investment tool. The District's capacity fees were transferred to our Local Agency Investment Fund (LAIF). Capacity fees are by statute "restricted" and should not have been comingled with District capital improvement funds. This will enable required statutory reporting of capacity fee account status. Only the Board, at properly noticed public meetings, can make changes to the District's investments.

Several laws adopted between 2015 and 2018 have current and future increases in operating costs to the District. New laws have direct financial burdens and others have burdens via increased demands for staff time by requiring additional reporting and more complex compliance elements. Among these new laws are SB-998, SB-555, SB-606 and AB-1668. The District has partially mitigated the costs and personnel burdens from SB-998, the new requirements for discontinuation of residential water service for non-payment. The District hopes to similarly offset the cost burdens associated with SB-555, the water loss audit and audit validation mandates, by collaborating with neighboring water agencies to share the costs for compliance. The concepts and scope of collaboration have been detailed in a report published via an organization, the Sacramento Regional Water Utilities. The District formally participated in this regional collaboration study.

The rate structure adopted by the Board in August 2021 is designed for compatibility with new mandates, limits, and requirements including the mandates for water loss (SB-555), water efficiency (SB-606, AB-1668), and mandatory conservation (SB X 7,7). The August 2021 adopted rate structure shifts revenue basis from fixed charges to volumetric charges, which is designed to encourage indoor and outdoor water use efficiency. As such, the District's revenues will be less linear due to seasonal variations in water consumption. Historically, the District's water users have used over three times as much water in warmer months than they use in cooler winter months.

The District is required to contribute approximately \$31,000 in annual administrative membership dues this fiscal year to the Sacramento Ground Water Authority (SGA) to remain in good standing. The SGA is a Joint Powers Authority (JPA) created to manage and maintain the long-term sustainable yield of the American River North Basin and facilitate the implementation of an appropriate conjunctive use program by water purveyors. SGA has been granted extensive powers and functions to accomplish its sustainable groundwater management mission.

Along with SGA, other water association memberships for the District include Association of California Water Agencies (ACWA), California Special Districts Association (CSDA), and California Rural Water Association (CRWA). We can expect an increase in annual membership dues from these associations due to record (highest in 40-years) inflation. We can also expect increases in property and workers compensation insurance due to the impact of COVID-19 and wildfires on the insurance industry. The increases in funding for SGA also goes beyond inflation. SGA's operating cost increases also reflect SGA staff additions associated with Groundwater Sustainability Act mandates and an adopted SGA policy for steadily eliminating unfunded pension liabilities.

The District also took actions in the spring of 2021 to decrease its pension unfunded accrued liability via an internal loan, which provides savings in the form of much more favorable funding terms compared to CalPERS. Although this finance strategy significantly lowered the annual CalPERS pension obligation, it will not prevent increased charges associated with CalPERS investments underperforming the presumed investment return (7%). In July 2022, CalPERS announced that its investment return is negative 6% or 13% below the assumed rate of return. This under-performance impacts all public agencies in the CalPERS system and will result in future increases in the annual payments to CalPERS.

In summary, the budget reflects the Board of Directors' priorities and goals conveyed to staff and through the Board's adoption of the Strategic Plan. The budgeting process continues to improve, and the staff has embraced cost avoidance strategies to improve the District's fiscal status wherever feasible. These include taking advantage of joint powers purchasing agreements available only to government agencies, purchasing fuel less excise taxes, purchasing equipment to reduce long-term costs, and outsourcing where the total cost supports such. We have implemented contract improvements to exercise greater control and focus on our engineering needs. The District has embraced an approach to assure elements are not overlooked, and future obligations have a greater amount of lead time for planning and funding.

The District is in the process of engaging a new independent auditing firm. The previous firm is no longer able to perform auditing services for the District due to the unexpected passing of the firm's principal accountant. A new firm is likely to cost more than the charges the District received from the former auditor.

The momentum of improvements in the budget and financial policies is continuing at the District. Sustaining such improvements would not be possible without the cohesiveness of the District Board, District staff, and consultants working toward common goals.

Sincerely,

Timothy R. Shaw, General Manager

UNDERSTANDING THE BUDGET DOCUMENT

On an annual basis, the District's Board of Directors adopts a budget for the subsequent fiscal year. The budget is an instrument used by management to present the proposed plan of financial operations of the District to the Board of Directors. The budget incorporates Operating, Capital, and includes all supporting statements, details, summaries, and other information deemed appropriate by the General Manager.

The budget is divided into several sections as follows:

INTRODUCTION This section contains a description of the District and its organizational structure and budget process.

OPERATING BUDGET This section describes the philosophy and process used to develop the operating budget.

CAPITAL BUDGET This section describes the philosophy and process used to develop the capital budget.

GLOSSARY This section contains a description of the District and its organizational structure and budget process.

Budgetary Control and Process

Budgetary Control

The District prepares budgets as a matter of policy and financial control. The budget is a financial plan detailing operating expenses, capital infrastructure investments, debt obligations, and designation of reserves. The following items are reviewed as part of preparing the budget:

- Assess current conditions and needs, including system quality and safety.
- Develop goals, objectives, policies, and plans based upon the assessment.
- Prioritize projects and develop work programs, based upon short-term and long-term cost effectiveness.
- Implement plans, policies, and assess shortcomings.

Budget Process

The District follows an incremental budgetary process (see glossary), which is prepared on a cash basis and is used as a management tool for projecting and measuring revenues and expenses. To commence the process, the Finance committee provides an extensive review of the proposed budget. After review, the District invites customers to a public hearing so that the District can provide budget information and receive feedback. Public hearings are designed to educate and inform customers about the District's financial operations and requirements. It is during this forum that the budget is adopted by Board of Directors.

To summarize, the District's guideline for its policy, procedures, and timeline involved in creating and approving the annual budget is outlined below.

PRESENTATION AND REVIEW

In June of each year, the General Manager shall present the draft budget documents to the Board of Directors, including the "Preliminary Budget, for the following fiscal year. The Board may adopt the Preliminary Budget and schedule a Public Hearing for consideration of the Final Budget (typically August regular Board of Directors meeting).

PUBLIC HEARING

On or before the regular Board meeting in August, the Board of Directors shall hold a public hearing to adopt the Final Budget. Copies of the Budget document shall be available to the public.

ADOPTION

During or before the regular Board meeting in August, the Board of Directors shall make any changes it deems desirable to the Preliminary Budget and shall adopt by resolution the Budget as finally determined. The resolution shall include all adopted revenue and expenditure figures.

REVISIONS

Occasionally, it is necessary and appropriate for Board of Directors to revise the budget. Examples of necessary budget revisions include but are not limited to; unforeseen regulatory requirements and expenses, operational costs beyond those originally budgeted, and catastrophic equipment/facilities failures. As required, the General Manager will present budget revisions to the Board and the Board will consider these revisions at regular meetings of the Board of Directors.

MINOR ALLOCATIONS AND REVISIONS BETWEEN LINE ITEMS

When the budget revisions are minor in scope and/or consist merely of reallocating a surplus from one line item to cover reasonably anticipated shortfalls in another line item, the General Manager is authorized to make such minor budget revisions and report the revision, including submitting the revised budget to the Board review at the subsequent Board of Directors meeting. General Manager authorized minor budget revisions are limited in that the total budgeted expenses must remain unchanged.

DISTRICT PROFILE

District History and Service Description

The Rio Linda/Elverta Community Water District (RLECWD) was formed in 1948 after a public vote under County Water District Law (Water Code section 30000 et seq.). The District is governed by a Board of Directors that consists of five (5) members elected at large. The District includes the communities of Rio Linda and Elverta and encompasses approximately 17.8 square miles. The District has 10 full-time employees, a contracted engineer, and an attorney.

The District water system consists of 12 wells and 61.72 miles of distribution mains. The overall system capacity is currently 14.4 MGD. The District pumps approximately 3,000 acre-feet of water annually to its 4,646 customers with a daily average of approximately 2.6 million gallons.

To improve the water system and ensure the delivery of high-quality drinking water to customers, the District constructed Well # 15 in 2012 and a 1.2-million-gallon reservoir tank in 2014. To deemphasize the District's reliance on wells with elevated hexavalent chromium concentrations, the District constructed the Well 16 pumping station in 2021.

District Mission Statement

The mission of the Rio Linda/Elverta Community Water District is to provide, in a manner responsive to District customers, a water supply that is adequate, safe, and potable (according to state and federal standards) and that meets both current and future needs.

District Officials

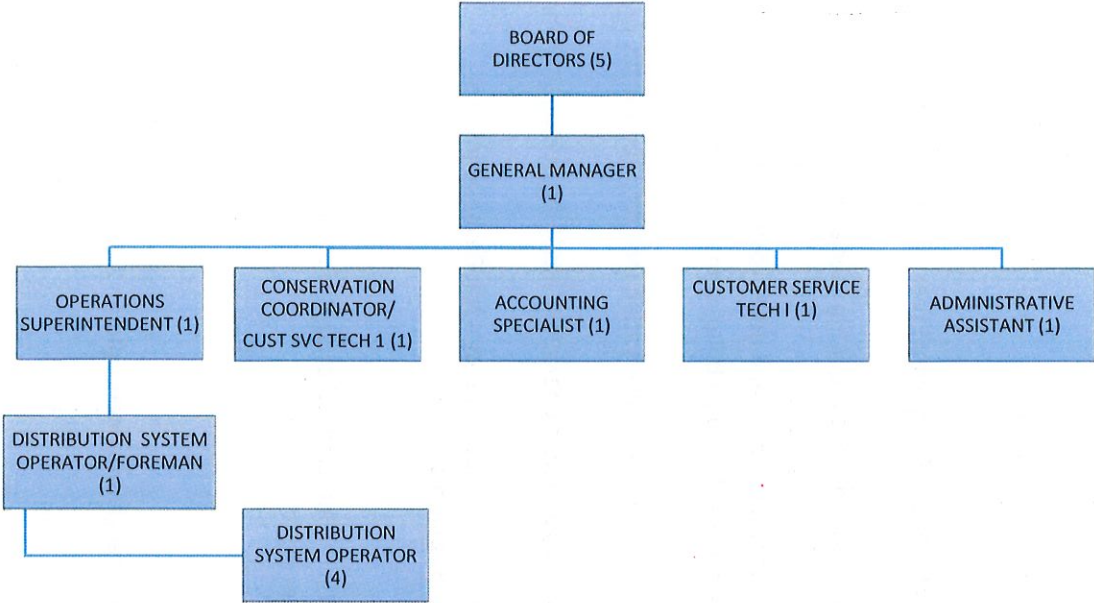
Board of Directors

Jason A. Green, President/Director
John Ridilla, Vice President/Director
Chris Gifford, Director
Mary Harris, Director

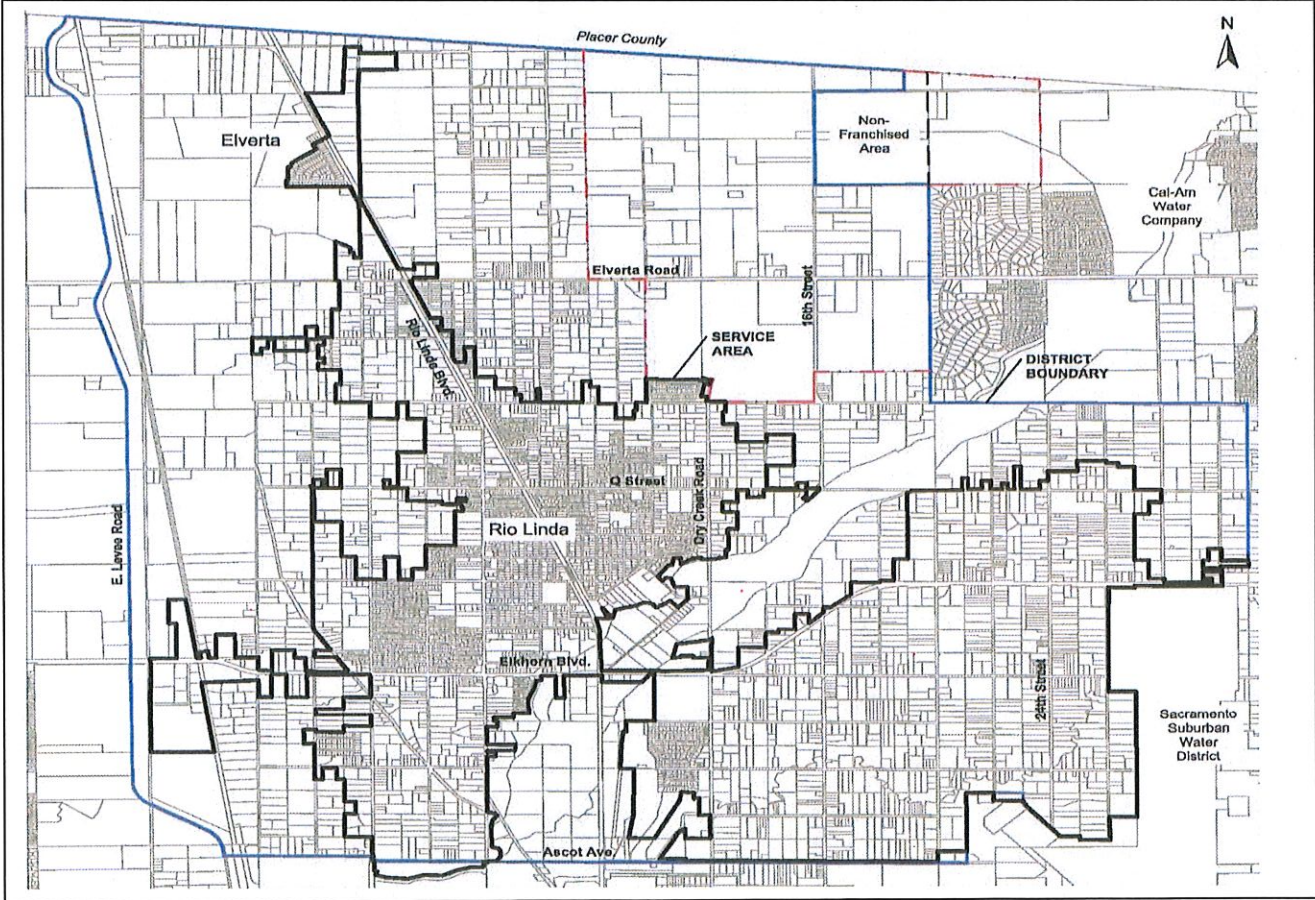
Appointed Official

Timothy Shaw, General Manager

Organizational Structure



Service Area



OPERATING BUDGET

The Incremental Budgeting Method is used to prepare the Operating Budget. See Glossary for definitions. The District uses the same structure and format for the chart of accounts as the Annual Financial Audit Report to establish symmetry. The Operating Budget is described below outlining the categories, and columns.

The budget is divided into the following categories:

REVENUE – Includes both operating and non-operating revenue.

OPERATING EXPENSE – Includes all expenses considered operating and includes the following categories: Professional Fees, Personnel Services, Administration, Conservation, and Field Operations.

- **PROFESSIONAL FEES** – A category of expenditures are fees charged by service providers in occupations requiring special training in the arts or sciences including legal services, auditors, engineers, and other specialized consultants.
- **PERSONNEL SERVICES** – A category of expenditures, which primarily covers salaries and wages, benefits, and other costs related to District personnel.
- **ADMINISTRATION** – A category of expenditures directly related to the cost of providing services including building maintenance, computer systems, office, insurance, and water memberships.
- **CONSERVATION** – A category of expenditures directly relating to providing services related to water conservation including community outreach and rebate programs.
- **FIELD OPERATIONS** – A category of expenditures directly relating to providing services related to field operations including pumping, transmission and distribution, and transportation.

NON-OPERATING EXPENSES – Includes all expenses considered non-operating such as Debt Service expenses. The total Net Revenue follows.

OPERATING AND SURCHARGE FUND BALANCES – Reflects total estimated beginning and ending fund balances.

The budget is divided into the following columns:

COLUMN 1 - ACTUAL YTD – Actual revenue and expenses beginning July 1st and ending June 30th. An incremental budget is prepared using a previous period's budget or actual performance as a basis with incremental amounts added for the new budget period.

COLUMN 2 - 2021-2022 BUDGET – The prior fiscal year budget.

COLUMN 3 - 2022-2023 BUDGET – The new fiscal year budget.

COLUMN 4 - DIFFERENCE – The calculated total taking Column 3 less Column 2.

COLUMN 5 - EXPLANATION – An explanation or description of the differences between the two fiscal year budgets Column 2 and Column 3.

Operating and Non-Operating Revenue

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
OPERATING REVENUE						
40100 Water Service Rates						
40101	Basic Service Charge	1,159,261.00	1,242,605.00	1,110,746.00	-131,859.00	Per Water Rate Study
40102	Usage Charge	1,301,674.00	1,448,065.00	1,753,654.00	305,589.00	Per Water Rate Study
40105	Backflow Charge	28,149.00	28,300.00	29,600.00	1,300.00	Per Water Rate Study
40106	Fire Prevention	22,475.00	20,400.00	23,300.00	2,900.00	Per Water Rate Study
Total Water Service Rates		2,511,559.00	2,739,370.00	2,917,300.00	177,930.00	
40200 Water Services						
40201	Application Fee	10,675.00	6,500.00	6,500.00	0.00	
40202	Delinquency	93,077.00	90,000.00	90,000.00	0.00	
40209	Misc. Charges	5,983.00	7,000.00	7,000.00	0.00	
Total Water Services		109,735.00	103,500.00	103,500.00	0.00	
40300 Other Water Service Fees						
40301	New Construction QC	9,988.00	4,000.00	4,000.00	0.00	
40302	Service Connection Fees	26,027.00	10,000.00	10,000.00	0.00	
40304	Other Operating Revenue	0.00	31,650.00	6,000.00	-25,650.00	Decreased for Surplus sold in previous FY
40305	Grant Revenue-Operating	0.00	0.00	0.00	0.00	
Total Other Water Service Fees		36,015.00	45,650.00	20,000.00	-25,650.00	
TOTAL OPERATING REVENUE		\$2,657,309.00	\$2,888,520.00	\$3,040,800.00	\$152,280.00	

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
NON-OPERATING REVENUE						
41110	Interest Revenue	37.00	300.00	35.00	-265.00	Decreased based on prior FY actual
41120	Property Taxes & Assessments	109,104.00	95,700.00	109,100.00	13,400.00	Increased based on prior year actual
TOTAL NON-OPERATING REVENUE		\$109,141.00	\$96,000.00	\$109,135.00	\$13,135.00	
TOTAL OPERATING & NON-OPERATING REVENUE		\$2,766,450.00	\$2,984,520.00	\$3,149,935.00	\$165,415.00	

Operating Expense

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
60010 PROFESSIONAL FEES						
60011	General Counsel-Legal	13,115.00	15,000.00	15,000.00	0.00	
60012	Auditor Fees	12,050.00	12,050.00	23,200.00	11,150.00	Increased to adjust for projected new annual financial auditor contract & GASB 75
60013	Engineering Services	60,000.00	70,000.00	70,000.00	0.00	
60015	Other Professional Fees	2,827.00	3,000.00	0.00	-3,000.00	Decreased to adjust for prior FY Rate Study Consultant
TOTAL PROFESSIONAL FEES		87,992.00	100,050.00	108,200.00	8,150.00	
60100 PERSONNEL SERVICES						
60110 Salaries & Wages						
60111	Salary - General Manager	120,003.00	119,846.00	120,759.00	913.00	Increased to adjust for projected costs per contract
60112	Staff Regular Wages	582,200.00	623,806.00	660,234.00	36,428.00	Increased to adjust per MOU 11-12-21; COLA 3.0%; Additional \$20K set aside for COLA MOU re-opener.
60113	Contract Extra Help	0.00	0.00	0.00	0.00	
60114	Staff Standby Pay	18,900.00	18,250.00	18,250.00	0.00	
60115	Staff Overtime Pay	10,208.00	11,000.00	11,000.00	0.00	
Total Salaries & Wages		731,311.00	772,902.00	810,243.00	37,341.00	
60150 Employee Benefits & Expense						
60151	PERS Retirement	109,090.00	113,300.00	127,292.00	13,992.00	Increased to adjust for projected costs
60152	Workers Compensation	12,469.00	13,022.00	13,029.00	7.00	Actual Annual Contribution Change
60153	Group Insurance	163,227.00	202,480.00	224,760.00	22,280.00	Increased to adjust for MOU 11-12-21
60154	Retirees Insurance	34,406.00	36,200.00	36,200.00	0.00	
60155	Staff Training	1,194.00	5,000.00	5,000.00	0.00	
60157	Uniforms	5,368.00	5,400.00	6,750.00	1,350.00	increased to adjust for projected costs
60158	Payroll Taxes	59,702.00	60,107.00	63,854.00	3,747.00	Increased to adjust for projected costs

		2021-2022	2021-2022	2022-2023		
		ACTUAL	BUDGET	BUDGET	DIFFERENCE	EXPLANATION
		UNAUDITED	BUDGET	BUDGET	DIFFERENCE	EXPLANATION
60159	Payroll Services	1,246.00	1,400.00	1,400.00	0.00	
60160	457 Employer Contribution	16,098.00	16,150.00	18,055.00	1,905.00	Increased to adjust for MOU 11-12-21
Total Employee Benefits & Expense		402,800.00	453,059.00	496,340.00	43,281.00	
TOTAL PERSONNEL SERVICES		\$1,134,111.00	\$1,225,961.00	\$1,306,583.00	\$80,622.00	

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
60200 ADMINISTRATION						
60205	Bank and Merchant Fees	1,982.00	3,500.00	3,500.00	0.00	
60207	Board Meeting Expense	13,050.00	14,370.00	14,200.00	-170.00	Decreased to adjust for projected costs
60210 Building Expenses						
60211	Office Utilities	5,965.00	6,750.00	6,750.00	0.00	
60212	Janitorial	2,340.00	2,340.00	2,340.00	0.00	
60213	Maintenance	2,467.00	3,200.00	3,200.00	0.00	
60214	Security	336.00	775.00	775.00	0.00	
	Total Building Expenses	11,108.00	13,065.00	13,065.00	0.00	
60220 Computer & Equipment Maint.						
60221	Computer Systems	25,046.00	27,000.00	25,000.00	-2,000.00	Decreased to adjust for projected costs
60222	Office Equipment	2,084.00	2,160.00	875.00	-1,285.00	Decreased to adjust for meeting equipment purchased in prior FY
	Total Computer & Equipment Maint.	27,130.00	29,160.00	25,875.00	-3,285.00	
60230	Office Expense	4,070.00	5,225.00	5,225.00	0.00	
60240	Postage and Delivery	18,243.00	20,000.00	20,000.00	0.00	
60250	Printing	6,978.00	7,000.00	7,500.00	500.00	Increased to adjust for projected costs
60255	Meetings & Conferences	35.00	500.00	500.00	0.00	
60260	Publishing	735.00	735.00	735.00	0.00	
60270	Telephone & Internet	4,454.00	4,450.00	4,750.00	300.00	Increased to adjust for projected costs
60430 Insurance						
60431	General Liability	26,539.00	26,540.00	31,176.00	4,636.00	Increased to reflect estimated premium
60432	Property	7,155.00	7,200.00	11,800.00	4,600.00	Increased to reflect estimated premium
	Total Insurance	33,694.00	33,740.00	42,976.00	9,236.00	

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		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
60500 Water Memberships						
60503	SGA	29,955.00	29,955.00	30,777.00	822.00	Increase per published membership rate
60504	ACWA	11,140.00	11,140.00	11,697.00	557.00	Increase includes 5% annual increase
60505	CSDA	7,615.00	7,615.00	7,996.00	381.00	Increase includes 5% annual increase
60507	CRWA	1,367.00	1,367.00	1,435.00	68.00	Increase includes 5% annual increase
Total Water Memberships		50,077.00	50,077.00	51,905.00	1,828.00	
60550	Permits & Fees	37,232.00	37,500.00	37,500.00	0.00	
60555	Subscriptions & Licensing	1,618.00	2,120.00	2,120.00	0.00	
60560	Elections	0.00	0.00	3,000.00	3,000.00	Increased for Election Year
60565	Uncollectable Accounts	2,835.00	2,835.00	2,835.00	0.00	
60570	Other Operating Expenditures	0.00	500.00	500.00	0.00	
TOTAL ADMINISTRATION		\$213,241.00	\$224,777.00	\$236,186.00	\$11,409.00	

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 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	3,000.00	3,000.00	3,000.00	0.00	
65120	Construction Equipment Maint.	4,883.00	9,000.00	9,000.00	0.00	
65130	Field Communication	2,479.00	3,400.00	3,400.00	0.00	
65140	Field IT	23,574.00	35,000.00	35,000.00	0.00	
65150	Laboratory Services	10,396.00	24,000.00	24,000.00	0.00	
65160	Safety Equipment	5,536.00	5,000.00	6,000.00	1,000.00	Increased to adjust for projected costs
65170	Shop Supplies	3,094.00	7,000.00	7,000.00	0.00	
Total Other Field Operations		52,962.00	86,400.00	87,400.00	1,000.00	
65200 Treatment		22,943.00	25,000.00	25,000.00	0.00	
65300 Pumping						
65310	Maintenance	7,848.00	25,000.00	25,000.00	0.00	
65320	Electricity and Fuel	214,381.00	260,000.00	260,000.00	0.00	
Total Pumping		222,229.00	285,000.00	285,000.00	0.00	
65400 Transmission & Distribution						
65410	Distribution Supplies	49,871.00	59,950.00	59,950.00	0.00	
65430	Tank Maintenance	850.00	850.00	6,280.00	5,430.00	Increased to adjust for projected costs
65440	Contract Repairs	2,776.00	20,000.00	20,000.00	0.00	
65450	Valve Replacements	0.00	15,000.00	15,000.00	0.00	
65460	Paving Repairs	8,750.00	25,000.00	25,000.00	0.00	
Total Transmission & Distribution		62,247.00	120,800.00	126,230.00	5,430.00	
67000 Transportation						
67001	Fuel	14,272.00	15,000.00	16,000.00	1,000.00	Increased to adjust for projected costs/inflation
67002	Maintenance	1,725.00	6,000.00	5,000.00	-1,000.00	Decreased to adjust for increase in GL 65510
Total Transportation		15,997.00	21,000.00	21,000.00	0.00	
TOTAL FIELD OPERATIONS		\$376,378.00	\$538,200.00	\$544,630.00	\$6,430.00	
TOTAL OPERATING EXPENSE		\$1,811,722.00	\$2,089,288.00	\$2,195,899.00	\$106,611.00	

Non-Operating Expense

		2021-2022 ACTUAL UNAUDITED	2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
69010 Debt Service						
69100	Revenue Bond 2015: Term 11/1/2031					
69105	Revenue Bond 2015-Principle	148,158.00	148,158.00	152,273.00	4,115.00	Per Loan Payment Schedule
69120	Interest	53,111.00	53,111.00	48,650.00	-4,461.00	Per Loan Payment Schedule
	Total Revenue Bond 2015	201,269.00	201,269.00	200,923.00	- 346.00	
69125 AMI Meter Loan: Term 7/23/2025						
69130	Principle	51,344.00	51,344.00	52,948.00	1,604.00	Per Loan Payment Schedule
69135	Interest	7,170 .00	7,170 .00	5,566.00	-1,604.00	Per Loan Payment Schedule
	Total AMI Meter Loan	58,514.00	58,514.00	58,514.00	0.00	
69200 PERS ADP Loan: Term 6/1/2036						
69205	Principle	30,000.00	30,000.00	30,000.00	00.00	Per Loan Payment Schedule
69210	Interest	1,850.00	1,850.00	1,739.00	-111.00	Per Loan Payment Schedule
	Total PERS ADP Loan	31,850.00	31,850.00	31,739.00	- 111.00	
69400	Other Non-Operating Expense	2,767.00	3,000.00	3,000.00	0.00	
TOTAL NON-OPERATING EXPENSE		\$294,400.00	\$294,633.00	\$294,176.00	\$-457.00	
TOTAL OPERATING & NON-OPERATING EXPENSE		\$2,106,122.00	\$2,383,921.00	\$2,490,075.00	\$106,154.00	
NET REVENUE (Revenue-Expense)		\$660,328.00	\$600,599.00	\$659,860.00	\$59,261.00	

Summary Net Revenue

TOTAL OPERATING & NON-OPERATING REVENUE	\$2,766,450.00	\$2,984,520.00	\$3,149,935.00	\$165,415.00
TOTAL OPERATING & NON-OPERATING EXPENSE	\$2,106,122.00	\$2,383,921.00	\$2,490,075.00	\$106,154.00
NET REVENUE (Revenue-Expense)	\$660,328.00	\$600,599.00	\$659,860.00	\$59,261.00

Fund Balances

OPERATING FUND BALANCE		2021-2022 BUDGET	2022-2023 BUDGET	DIFFERENCE	EXPLANATION
Operating Account Balance June 30		\$1,034,664.00	\$997,613.00		
Net Revenue		600,599.00	659,860.00		
Transfer to GL 10010 Operating Reserve		-7,300.00	-28,273.00	20,973.00	Increased to adjust per policy
Transfer to GL 10490 Future Imp Projects		-28,000.00	0.00	-28,000.00	Decreased no additional funds needed for Annual Pipeline Replacement
Transfer Surplus Sales to Capital Improvement: Large Equipment Replacement		-25,650.00	0.00	-25,650.00	Decreased to adjust for prior year surplus revenue
Transfer to Capital Improvement Funds		-576,700.00	-594,000.00	17,300.00	Increased to adjust per rate study
Estimated Operating Fund Balance June 30		\$997,613.00	\$1,035,200.00		
SURCHARGE 1 FUND BALANCE/Term: 06/30/2030					
Surcharge 1 Fund Balance June 30		\$727,777.00	\$790,196.00		
43010	Surcharge Revenue	523,374.00	523,374.00	0.00	
41110	Investment Revenue	2,500.00	1,000.00	-1,500.00	Decreased to adjust for projected revenue
69155	SRF Principle	-369,821.00	-379,389.00	9,568.00	Per Loan Payment Schedule
69160	SRF Interest	-91,534.00	-81,966.00	-9,568.00	Per Loan Payment Schedule
69220	SRF Administration	-2,100.00	-2,300.00	200.00	Increased to adjust for projected costs
Estimated Surcharge 1 Fund Balance June 30		\$790,196.00	\$850,915.00		
SURCHARGE 2 FUND BALANCE/Term: 04/01/2033					
Surcharge 2 Fund Balance June 30		\$238,110.00	\$283,801.00		
43050	Surcharge 2 Revenue	439,019.00	439,019.00	0.00	
41110	Investment Revenue	800.00	5,000.00	4,200.00	Increased to adjust for projected revenue
	Surcharge 2 Surplus Repayment	-79,747.00	0.00	-79,747.00	Last repayment in prior fiscal year
69180	Principle	-225,000.00	-230,000.00	5,000.00	Per Loan Payment Schedule
69185	Interest	-89,381.00	-81,920.00	-7,461.00	Per Loan Payment Schedule
Estimated Surcharge 2 Fund Balance June 30		\$283,801.00	\$415,900.00		
LAIF FUND (CAPACITY FEES) BALANCE					
CERBT Fund Balance June 30		\$335,797.00	\$837,197.00		
44100	Capacity Fee Revenue	500,000.00	500,000.00	0.00	
41110	Investment Revenue	1,400.00	1,000.00	-400.00	Decreased to adjust for projected revenue
Estimated CERBT Fund Balance June 30		\$837,197.00	\$1,338,197.00		

CAPITAL BUDGET

The Capital Budget is formatted to reflect the beginning and ending balance of each Capital Improvement Fund. Each fund will include the funding source and project expenditures. The funds are divided into the following groups:

GENERAL – Capital expenditures include those that are not grouped in the remaining following categories. All General Plant Assets expenditures will be included in this category except for Vehicle and Large Equipment Replacements. Funding sources may include Operating Fund Transfers and Investment Revenue.

FUTURE CAPITAL IMPROVEMENT PROJECTS – Capital expenditures defined as future projects on the Capital Improvement project list approved by the board. Each budget year, each project is allocated a defined amount to be used for future use.

VEHICLE & LARGE EQUIPMENT REPLACEMENT – Capital expenditures identified as General Plant Assets: Transportation and Large Equipment. Funding sources may include Operating Fund Transfers and sale proceeds on disposals of transportation equipment.

TOTAL – The last column is the sum of all funding sources.

Capital Budget by Funds

	GENERAL	FUTURE CAPITAL IMPROVEMENT PROJECTS	VEHICLE & LARGE EQUIPMENT REPLACEMENT	Total
FUNDING SOURCES				
Fund Transfers				
<i>Operating Fund Transfers In</i>	594,000.00	0.00	0.00	594,000.00
<i>CIP Fund Intrafund Transfers</i>	-371,737.00	361,737.00	10,000.00	0.00
<i>Fund Transfer from Operating</i>	0.00	0.00	0.00	0.00
PERS ADP Loan Payment				
<i>Principle</i>	0.00	30,000.00	0.00	30,000.00
<i>Interest</i>	0.00	1,739.00	0.00	1,739.00
Investment Revenue	85.00	110.00	0.00	195.00
PROJECT EXPENDITURES				
A-1 · Miscellaneous Pump Replacements	40,000.00	0.00	0.00	40,000.00
Total A · WATER SUPPLY	40,000.00	0.00	0.00	40,000.00
B-1 · Service Replacements	30,000.00	0.00	0.00	30,000.00
B-2 · Small Meter Replacements	120,000.00	0.00	0.00	120,000.00
B-3 · Large Meter Replacements	5,000.00	0.00	0.00	5,000.00
B-4 · Pipeline Replacements	0.00	478,844.00	0.00	478,844.00
Total B · WATER DISTRIBUTION	155,000.00	478,844.00	0.00	633,844.00
M-1 · Urban Water Management Plan	50,000.00	0.00	0.00	50,000.00
Total M · GENERAL PLANT ASSETS	50,000.00	0.00	0.00	50,000.00
TOTAL BUDGETED PROJECT EXPENDITURES	245,000.00	478,844.00	0.00	723,844.00

Capital Budget Technical Memorandum

The Technical Memorandum (TM) provides the revised budget descriptions for the proposed 2018/19 Rio Linda/Elverta Water District's (District) Capital Budget. The following are a list of the budget items along with their descriptions:

A · Water Supply

A-1 · Miscellaneous Pump Replacements – 40,000

For the replacement or repair of any well pump and/or motor that fails in the budgeted year.

B · Water Distribution

B-1 · Service Replacements – 30,000

To replace leaking services that require replacement throughout the budgetary year.

B-2 · Small Meter Replacements – 120,000

To replace small water meters that are underreporting their water usage due to age.

B-3 · Large Meter Replacements – 5,000

To replace large water meters that are underreporting their water usage due to age.

B-4 · Pipeline Replacement – 478,844

For the annual pipeline replacement project for the prior and current fiscal year (includes carry over funding from FY 2021/2022).

M · General Plant Assets

M-1 · Urban Water Management Plan – 50,000

To draft the 2020 UWMP, required by Department of Water Resources every 5-years. Includes carry over funding from FY 2021/2022 as the UWMP was not completed in the previous fiscal year.

GLOSSARY

ACCRUAL BASIS The method of accounting whereby income and expense items are recognized as they are earned or incurred, even though they may not have been received or actually paid in cash.

ACWA Association of California Water Agencies

AMI Advanced Metering Infrastructure (AMI) is the new term coined to represent the networking technology of fixed network meter systems that go beyond Automated Meter Readers (AMR) into remote utility management. The meters in an AMI system are often referred to as smart meters, since they often can use collected data based on programmed logic.

ASSET A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events (i.e., cash receivables, equipment, etc.)

AWWA American Water Works Association

BEGINNING BALANCE The beginning balance is comprised of residual funds brought forward from the previous fiscal year.

BUDGET A financial plan showing authorized planned expenditures and their funding sources.

BUDGET PROCESS The schedule of key dates or milestones, which the District follows in the development, preparation, adoption, and administration of the budget.

CAPITAL ASSETS Long-lived tangible and intangible assets obtained or controlled as a result of past transactions, events or circumstances. Current District policy is to capitalize any asset cost of \$1,500 with a useful life or 2 years or more.

CAPITAL IMPROVEMENT PROGRAM (CIP) Authorized expenditures for tangible and long-term physical improvements or additions of a fixed or permanent nature.

CRWA California Rural Water Association

CSDA California Special Districts Association

FISCAL YEAR (FY) A 12 month period to which the annual budget applies and at the end of which a government determines its financial position and the results of its operations. For RLECWD the fiscal year is July through June 30.

FUND Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

HEXAVALENT CHROMIUM (Cr6) Refers to chemical compounds that contain the element chromium in the +6 oxidation state.

INCREMENTAL BUDGETING METHOD An incremental budget is a budget prepared using a previous period's budget or actual performance as a basis with incremental amounts added for the new budget period. The allocation of resources is based upon allocations from the previous period. Moreover, it encourages "spending up to the budget" to ensure a reasonable allocation in the next period.

MOU Memorandum of Understanding agreement

OPERATING BUDGET An operating budget is a combination of known expenses, expected future costs, and forecasted income over the course of a year. Operating budgets are completed in advance of the accounting period, which is why they require estimated expenses and revenues.

OPERATING REVENUES AND EXPENSES Cost of goods sold and services provided to customers and the revenue thus generated.

PCWA Placer County Water Agency

PERS Public Employees Retirement System

PROPOSITION 218 Prop 218 amended the California Constitution to protect taxpayers by limiting the methods by which local governments can create or increase taxes, fees, and charges without taxpayer consent. Prop 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.

RWA Regional Water Authority

SAWWA Sacramento Area Water Works Association

SCADA Supervisory Control and Data Acquisition uses computer technology to monitor and control remote facilities such as pumps and reservoirs.

SGA Sacramento Ground Water Authority



**Consent Calendar
Agenda Item: 5.1**

Date: August 15, 2022

Subject: Minutes

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

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

Current Background and Justification:

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

Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla:_____ Harris:_____ Jason Green _____ Gifford _____.

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

**MINUTES OF THE JULY 18, 2022
BOARD OF DIRECTORS PUBLIC HEARING AND REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

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1. CALL TO ORDER, ROLL CALL

The July 18, 2022 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitor Depot Center 6730 Front St., Rio Linda, CA 95673. This meeting will be physically open to the public with some reasonable limitations pursuant to current state and county guidelines. All in-person attendees are required to wear masks pursuant to the Sacramento County public health order and the federal Americans with Disabilities Act. Director Ridilla led the pledge of allegiance.

General Manager Tim Shaw took roll call of the Board of Directors. Director Jason Green, Director John Ridilla, Director Chris Gifford, Director Mary Harris, General Manager Tim Shaw, District Engineer, Mike Vasquez, and Barbara Brenner, Legal Counsel were present and Matt Edling via zoom.

Director Harris requested to have Agenda Item 8.3 removed from the agenda.

It was moved by Director Harris and seconded by Director Green to remove Agenda Item 8.3. Directors Green, Harris, Gifford and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

2. PUBLIC COMMENT – No public Comment.

3. PUBLIC COMMENT PRIOR TO CLOSED SESSION – No public Comment.

4. CLOSED SESSION - The Board of Directors will meet in Closed Session to discuss the following item

4.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: (Pursuant to paragraph (1) of subsection (d) of Government Code Section 54956.9)

One Case: *Rio Linda Elverta Community Water District v. United States*, Case No. 2:17-cv-01349

5. RETURN TO OPEN SESSION, REPORT OF ACTIONS TAKEN IN CLOSED SESSION.

No reportable action was taken during closed session.

6. CONSENT CALENDAR

6.1. Minutes June 29, 2022

6.2 May Expenditures

6.3 May Financials

It was moved by Director Ridilla and seconded by Director Green to approve the consent calendars. Directors Green, Harris, Gifford and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

7. PUBLIC HEARING to adopt the RLECWD 2020 Urban Water Management Plan

7.1 Open Public Hearing

7.2 2020 Urban Water Management Plan – PowerPoint presentation by KRISTYN LINDHART.

7.3 Public Comment – no public comment.

7.4 Close Public Hearing

7.5 Consider Adoption of the 2020 Urban Water Management Plan (URMP)

It was moved by Director Harris and seconded by Director Ridilla to Adopt the 2020 Urban Water Management Plan (URMP). Directors Green, Harris, Gifford and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

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

8.1 GM Report.

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

The Board took no action on this item.

8.2 District Engineer's Report.

The Contract District Engineer report provided a General District Engineering, Active Development Reviews (only projects with updates from the last Board Meeting), CIP Dry Creek Road Pipe Replacement Project and 2020 Urban Water Management Plan.

The Board took no action on this item.

Board motioned earlier in the meeting to remove Agenda Item 8.3

8.3 Consider authorizing Board Member Compensation for an existing Board Member's attendance at Sacramento Groundwater Authority special meetings.

8.4 Consider adopting proposed revisions to RLECWD policy 2.20.140, Board Member Compensation.

The June 6th Executive Committee did discuss this item and forwarded the proposed revisions to Policy 2.20.140 onto the June 29th Board agenda with the Committee's recommendation for Board approval. However, at the June 29th meeting the Board referred the item back to committee. The following aspects of the current policy are being contemplated:

The current policy does not authorize Board Member compensation for Sacramento Groundwater Authority (SGA) special meetings. Beginning in the fall of 2021, SGA has conducted a special meeting every other month.

Halfway through 2022, SGA has held five special meetings, mostly very brief (less than 15-minutes) special meetings pursuant to AB 361 to extend the SGA Board's finding that health and safety warrants restricting in-person attendance for SGA meetings.

There is no current provision in RLECWD policies to stipulate timely submittal of Board Member compensation request. One Board Member has not submitted a compensation request for any meeting for at least the past several months, which inhibits the ability to assess the scope of pending compensations, which may have been inconsistent with the current policy.

Existing policies pursuant statutes regulating elected officials' meeting compensation require Board Members provide a brief account of the meeting for which they have requested compensation. Outside agency (e.g. SGA) meeting agendas and minutes have been included in RLECWD Board packets to inspire Board member briefings on the meetings Board Members attended. Unfortunately, SGA does **not** publish minutes of their special meetings.

The proposed draft of the revisions to Policy 2.20.140 is included with the Board packets. The proposed draft includes additional revisions to the proposed draft included with the June 29th Board packets. The additional revisions include stipulations for timely submittal of Board Member compensation requests and echo the requirements for Board Member provided briefings.

Comments/Questions – No public comment.

It was moved by Director Ridilla and seconded by Director Harris to adopt the proposed revisions as written to RLECWD policy 2.20.140, Board Compensation. Directors Green, Gifford, Harris and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

8.5 Consider authorizing an extension of time for responses to the independent auditing services Request for Proposals.

The Request for Proposals (RFP) for independent auditing services resulted in only one proposal from a qualified services provider. Staff reached out to another services provider, who had corresponded with the District for clarifications, but who did not submit a proposal. Staff was able to assuage concerns the second services provider held.

RFPs are a competitive process intended to yield the most qualified services provider performing services for a reasonable charge. These objectives are precluded when only one respondent submits a proposal.

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Staff believes extending the time for submittal will result in at least one additional proposal, thus restoring the competitive process.

Comments/Questions – No public Comment.

It was moved by Director Ridilla and seconded by Director Gifford to extend the deadline for submittal of proposals for independent auditing services to July 20, 2022. Directors Green, Harris, Gifford, and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

8.6 Consider adopting Resolution 2022-06, authorizing direct assessments for qualifying delinquent accounts

At the June 29th meeting, the Board authorized the form of Resolution to execute direct assessments for qualified delinquent accounts. The Exhibit to the Resolution was not included in the June 29th packets as the appropriate account details were intentionally withheld. The Exhibit showing account delinquency details is not included.

Although this process has been authorized by existing RLECWD policy for quite some time, it behooves the Board to seek review by Legal Counsel to assure all notice requirements are met and time limits are observed. Accordingly, Legal Counsel has been reviewing the draft resolution, relevant statutes, and performing outreach to Sacramento County departments with purview over direct assessments.

Comments/Questions – No public Comment.

It was moved by Director Ridilla and seconded by Director Gifford to adopt Resolution No. 2022-06 Authorizing Direct Assessments for qualifying delinquent accounts. Directors Green, Harris, Gifford, and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0

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

No new assignments.

9. INFORMATION ITEMS

9.1 District Activities Reports

- 9.1.1 Water Operations Report – Written report provided.
- 9.1.2 Completed and Pending Items Report – Written report provided.
- 9.1.3 Conservation Report – Written report provided.
- 9.1.4 Leak Repair Report – Report provided.
- 9.1.5 Confirmation of Water Supply / Demand Assessment- Report provided.

9.2 Board Member Report

- 9.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – No action taken.
- 9.2.2 Sacramento Groundwater Authority – Harris (primary) – Agenda Provided.
- 9.2.3 Sacramento Groundwater Authority 3 X 3 Ad Hoc (Harris) - Committee dissolved.
- 9.2.4 Executive Committee – Gifford, Ridilla – Minutes provided.
- 9.2.5 ACWA/JPIA – Ridilla – No report.

10. DIRECTORS' AND GENERAL MANAGER COMMENTS – Director Harris passed out a document to the Board members and made comments about the General Manager Tim Shaw.

Director Harris requested an evaluation of the GM be put on the next agenda.

11. ADJOURNMENT - The meeting was adjourned at 8:00pm.

Respectfully submitted,

Timothy R. Shaw, Secretary

Jason Green, President of the Board



**Consent Calendar
Agenda Item: 5.2**

Date: August 15, 2022

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends approval of the Expenditures for the months of June 2022

Current Background and Justification:

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

Conclusion:

I recommend the Board approve the Expenditures for June 2022.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____.

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

**Rio Linda Elverta Community Water District
Expenditure Report
June 2022**

Type	Date	Num	Name	Memo	Amount
Liability Check	06/01/2022	EFT	QuickBooks Payroll Service	For PP Ending 05/28/22 Pay date 06/02/22	19,012.76
Liability Check	06/02/2022	EFT	CalPERS	For PP Ending 05/28/22 Pay date 06/02/22	3,017.94
Liability Check	06/02/2022	EFT	CalPERS	For PP Ending 05/28/22 Pay date 06/02/22	1,149.24
Liability Check	06/02/2022	EFT	Internal Revenue Service	Employment Taxes	7,505.98
Liability Check	06/02/2022	EFT	Employment Development	Employment Taxes	1,512.90
Liability Check	06/02/2022	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,713.94
Bill Pmt -Check	06/02/2022	EFT	Adept Solutions	Computer Maintenance	1,208.00
Check	06/02/2022	EFT	CalPERS	Annual CalPERS CERBT Contribution	20,000.00
Bill Pmt -Check	06/02/2022	EFT	Comcast	Phone/Internet	350.51
Bill Pmt -Check	06/02/2022	EFT	Voyager	Transportation Fuel	297.05
Check	06/02/2022	EFT	RLECWD	Umpqua Bank Monthly Debt Service Transfer	17,000.00
Transfer	06/02/2022	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	44,526.00
Transfer	06/02/2022	EFT	RLECWD	Annual PERS ADP Loan Pmt	31,850.00
Transfer	06/02/2022	EFT	RLECWD	Additional Pipeline Replacement Contribution	28,000.00
Check	06/02/2022	2134	Customer	Final Bill Refund	25.54
Check	06/02/2022	2135	Customer	Final Bill Refund	103.49
Bill Pmt -Check	06/02/2022	2136	ABS Direct	Printing & Postage (includes \$5K Prepaid Deposit)	5,105.86
Bill Pmt -Check	06/02/2022	2137	ACWA/JPIA Powers Insurance Authority	EAP	23.80
Bill Pmt -Check	06/02/2022	2138	BSK Associates	Lab Fees	697.50
Bill Pmt -Check	06/02/2022	2139	Buckmaster Office Solutions	Office Equipment	34.20
Bill Pmt -Check	06/02/2022	2140	Henrici, Mary	Retiree Insurance	906.00
Bill Pmt -Check	06/02/2022	2141	Holt of California	Construction Equipment Maintenance	1,569.28
Bill Pmt -Check	06/02/2022	2142	Ramos Oil	Pumping Maintenance	542.59
Bill Pmt -Check	06/02/2022	2143	RDO Equipment Co.	Construction Equipment Maintenance	747.09
Bill Pmt -Check	06/02/2022	2144	Rio Linda Hardware & Building Supply	Shop Supplies	326.17
Bill Pmt -Check	06/02/2022	2145	Rio Linda Messenger	Computer Maintenance	140.00
Bill Pmt -Check	06/02/2022	2146	RW Trucking	Distribution Supplies	731.30
Bill Pmt -Check	06/02/2022	2147	Sacramento County Utilities	Utilities	113.70
Bill Pmt -Check	06/02/2022	2148	Sierra Chemical Company	Chemical Supplies	1,103.52
Bill Pmt -Check	06/02/2022	2149	SMUD	Utilities	17,901.78
Bill Pmt -Check	06/02/2022	2150	UniFirst Corporation	Uniforms	365.45
Bill Pmt -Check	06/02/2022	2151	USA BlueBook	Chemical Supplies	1,588.54
Bill Pmt -Check	06/02/2022	2152	Postmaster	Annual PO Box	364.00
Bill Pmt -Check	06/02/2022	2153	Vanguard Cleaning Systems	Janitorial	195.00
Liability Check	06/15/2022	EFT	QuickBooks Payroll Service	For PP Ending 06/11/22 Pay date 06/16/22	18,293.90
Liability Check	06/16/2022	EFT	CalPERS	For PP Ending 06/11/22 Pay date 06/16/22	3,017.94
Liability Check	06/16/2022	EFT	CalPERS	For PP Ending 06/11/22 Pay date 06/16/22	1,149.24
Liability Check	06/16/2022	EFT	Internal Revenue Service	Employment Taxes	7,082.60
Liability Check	06/16/2022	EFT	Employment Development	Employment Taxes	1,412.16
Liability Check	06/16/2022	EFT	Empower	Deferred Compensation Plan: Employer & Employee Share	2,378.69
Bill Pmt -Check	06/16/2022	EFT	PG&E	Utilities	56.31
Bill Pmt -Check	06/16/2022	EFT	Umpqua Bank Credit Card	Computer, Office, Postage, Safety	1,530.37

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**Rio Linda Elverta Community Water District
Expenditure Report
June 2022**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	06/16/2022	EFT	Verizon	Field Communication, Field IT	568.13
Bill Pmt -Check	06/17/2022	EFT	ARCO	Transportation Fuel	1,177.36
Transfer	06/16/2022	EFT	RLECWD	Capacity Fee Transfer	15,000.00
Liability Check	06/16/2022	2154	Teamsters	Union Dues	720.00
Check	06/16/2022	2155	Customer	Final Bill Refund	16.23
Check	06/16/2022	2156	Customer	Final Bill Refund	76.17
Bill Pmt -Check	06/16/2022	2157	EKI Enviornment & Water	Engineering	5,000.00
Bill Pmt -Check	06/16/2022	2158	Intermedia.net	Phone/Internet	81.95
Bill Pmt -Check	06/16/2022	2159	Rio Linda Elverta Recreation	Meeting Expense	50.00
Bill Pmt -Check	06/16/2022	2160	Sierra Chemical Company	Chemical Supplies	2,692.08
Bill Pmt -Check	06/16/2022	2161	Spok, Inc	Field Communication	15.27
Bill Pmt -Check	06/16/2022	2162	Vulcan Materials Company	Distribution Supplies	491.68
Bill Pmt -Check	06/16/2022	2163	Ferguson Enterprises	Capital Improvement: Small Meter Replacement	12,639.08
Liability Check	06/23/2022	EFT	Kaiser Permanente	Health Insurance	1,777.00
Liability Check	06/23/2022	EFT	Principal	Dental & Vision Insurance	1,569.26
Liability Check	06/23/2022	EFT	Western Health Advantage	Health Insurance	10,909.42
Bill Pmt -Check	06/25/2022	EFT	WageWorks	FSA Administration Fee	76.25
Total 10000 - Bank - Operating Account					<u>298,510.22</u>

**Rio Linda Elverta Community Water District
Expenditure Report
June 2022**

Type	Date	Num	Payee	Memo	Amount
Check	06/30/2022	EFT	State Water Resources Control Board	Safe Drinking Water State Revolving Fund Loan Payment	230,677.32
10300 - Surcharge 1 Account					<u>230,677.32</u>

Type	Date	Num	Payee	Memo	Amount
Transfer	06/02/2022	EFT	RLECWD	Annual CIP Funding Projects Amount	371,418.00
Transfer	06/02/2022	EFT	RLECWD	Surcharge 2 Annual Repayment - Final	79,748.00
Transfer	06/16/2022	EFT	RLECWD	CIP Expense Transfer: Refer to operating check numbers: 2163	12,639.08
10475 - Capital Improvement-Umpqua Bank					<u>12,639.08</u>



**Consent Calendar
Agenda Item: 5.3**

Date: August 15, 2022

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends approval of the Districts Financial Reports for the month of June 2022.

Current Background and Justification:

The financial reports are for the District's balance sheet, profit and loss, and capital improvements year to date.

These financials are to be presented to the Board of Directors in order to inform them of the District's current financial condition.

Conclusion:

I recommend the Board approve the Financial Reports for June 2022.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____.

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

Rio Linda Elverta Community Water District
Unaudited Balance Sheet
 As of June 30, 2022

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ASSETS

Current Assets

Checking/Savings

100 · Cash & Cash Equivalents

10000 · Operating Account

10020 · Operating Fund-Umpqua 1,452,402.04

Total 10000 · Operating Account 1,452,402.04

10475 · Capital Improvement

10480 · General 334,894.06

10481 · Cr6 Mitigation 454,500.00

10485 · Vehicle Replacement Reserve 17,948.49

Total 10450 · Capital Improvement 807,342.55

10490 · Future Capital Imp Projects 1,710,369.37

Total 100 · Cash & Cash Equivalents 3,970,113.96

102 · Restricted Assets

102.2 · Restricted for Debt Service

10700 · ZIONS Inv/Surcharge Reserve 503,496.22

10300 · Surcharge 1 Account 705,306.54

10350 · Umpqua Bank Debt Service 34,329.34

10380 · Surcharge 2 Account 209,015.13

10385 · OpusBank Checking 557,851.63

Total 102.2 · Restricted for Debt Service 2,009,998.86

102.4 · Restricted Other Purposes

10600 · LAIF Account 410,812.78

10650 · Operating Reserve Fund 309,150.46

Total 102.4 · Restricted Other Purposes 719,963.24

Total 102 · Restricted Assets 2,729,962.10

Total Checking/Savings 6,700,076.06

Accounts Receivable 50,853.80

Other Current Assets

12000 · Water Utility Receivable 57,610.30

12200 · Accrued Revenue 150,000.00

12250 · Accrued Interest Receivable 699.29

15000 · Inventory Asset 36,995.08

16000 · Prepaid Expense 27,823.40

Total Other Current Assets 273,128.07

Total Current Assets 7,024,057.93

Fixed Assets

17000 · General Plant Assets 660,808.50

17100 · Water System Facilities 24,938,800.63

17300 · Intangible Assets 373,043.42

17500 · Accum Depreciation & Amort -10,472,675.54

18000 · Construction in Progress 424,288.05

18100 · Land 576,673.45

Total Fixed Assets 16,500,938.51

Other Assets

18500 · ADP CalPERS Receivable 470,000.00

19000 · Deferred Outflows 729,108.00

19900 · Suspense Account 122.59

Total Other Assets 1,199,230.59

TOTAL ASSETS 24,724,227.03

Rio Linda Elverta Community Water District
Unaudited Balance Sheet
As of June 30, 2022

LIABILITIES & EQUITY**Liabilities****Current Liabilities**

Accounts Payable	60,830.41
Credit Cards	72.00
Other Current Liabilities	924,087.54

Total Current Liabilities	<u>984,989.95</u>
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Long Term Liabilities

23000 · OPEB Liability	81,433.00
23500 · Lease Buy-Back	607,287.27
25000 · Surcharge 1 Loan	3,468,784.61
25050 · Surcharge 2 Loan	2,555,040.16
26000 · Water Rev Refunding	1,658,697.00
26500 · ADP CalPERS Loan	470,000.00
27000 · Community Business Bank	193,071.58
29000 · Net Pension Liability	1,117,944.00
29500 · Deferred Inflows-Pension	39,277.00
29600 · Deferred Inflows-OPEB	74,020.00

Total Long Term Liabilities	<u>10,265,554.62</u>
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Total Liabilities

	<u>11,250,544.57</u>
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Equity

31500 · Invested in Capital Assets, Net	8,593,770.46
32000 · Restricted for Debt Service	705,225.24
38000 · Unrestricted Equity	3,535,043.26
Net Income	639,643.50

Total Equity	<u>13,473,682.46</u>
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TOTAL LIABILITIES & EQUITY

	<u><u>24,724,227.03</u></u>
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Rio Linda Elverta Community Water District
Unaudited Operating Profit & Loss Budget Performance
As of June 30, 2022

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	<u>Annual Budget</u>	<u>Jun 22</u>	<u>Jul 21-Jun 22</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	2,888,520.00	159,082.60	2,657,308.90	92.00%	231,211.10
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	300.00	2.81	36.95	12.32%	263.05
Surcharg Total 41110 · Investment Revenue	300.00	2.81	36.95	12.32%	263.05
41120 · Property Tax	95,700.00	0.00	109,103.70	114.01%	-13,403.70
Total 41000 · Nonoperating Revenue	96,000.00	2.81	109,140.65	113.69%	-13,140.65
Total Income	2,984,520.00	159,085.41	2,766,449.55	92.69%	218,070.45
Gross Income	2,984,520.00	159,085.41	2,766,449.55	92.69%	218,070.45
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	100,050.00	11,926.80	87,992.12	87.95%	12,057.88
60100 · Personnel Services					
60110 · Salaries & Wages	772,902.00	87,317.50	731,311.28	94.62%	41,590.72
60150 · Employee Benefits & Expense	453,059.00	61,349.25	402,799.76	88.91%	50,259.24
Total 60100 · Personnel Services	1,225,961.00	148,666.75	1,134,111.04	92.51%	91,849.96
60200 · Administration	224,777.00	14,962.72	213,241.41	94.87%	11,535.59
64000 · Conservation	300.00	0.00	0.00	0.00%	300.00
65000 · Field Operations	538,200.00	39,982.93	376,377.70	69.93%	161,822.30
Total 60000 · Operating Expenses	2,089,288.00	215,539.20	1,811,722.27	86.72%	277,565.73
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	148,158.00	0.00	148,158.00	100.00%	0.00
69110 · Interest	53,111.00	0.00	53,110.65	100.00%	0.35
Total 69100 · Revenue Bond	201,269.00	0.00	201,268.65	100.00%	0.35
69125 · AMI Meter Loan					
69130 · Principle	51,344.00	0.00	51,344.36	100.00%	-0.36
69135 · Interest	7,170.00	0.00	7,169.56	99.99%	0.44
Total 69125 · AMI Meter Loan	58,514.00	0.00	58,513.92	100.00%	0.08
69200 · PERS ADP Loan					
69205 · Principle	30,000.00	30,000.00	30,000.00	100.00%	0.00
69210 · Interest	1,850.00	1,850.00	1,850.00	100.00%	0.00
Total 69100 · PERS ADP Loan	31,850.00	31,850.00	31,850.00	100.00%	0.00
Total 69010 · Debt Service	291,633.00	31,850.00	291,632.57	100.00%	0.43
69400 · Other Non-Operating Expense	3,000.00	0.00	2,767.00	92.23%	233.00
Total 69000 · Non-Operating Expenses	294,633.00	31,850.00	294,399.57	99.92%	233.43
Total Expense	2,383,921.00	247,389.20	2,106,121.84	88.35%	277,799.16
Net Ordinary Income	600,599.00	-88,303.79	660,327.71		
Net Income	600,599.00	-88,303.79	660,327.71		

Rio Linda Elverta Community Water District
UNAUDITED CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2021-22
 As of June 30, 2022

	GENERAL		FUTURE CAPITAL IMPROVEMENT PROJECTS		VEHICLE & LARGE EQUIPMENT REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
FUNDING SOURCES						
Fund Transfers						
Operating Fund Transfers In	576,700.00	576,700.00	-	-	-	-
CIP Fund Intrafund Transfers	(381,468.00)	(381,418.00)	371,468.00	371,418.00	10,000.00	10,000.00
Fund Transfer from Operating			28,000.00	28,000.00		
Surcharge 2 Surplus Repayment	79,747.00	-	-	-	25,650.10	25,650.10
Investment Revenue	300.00	89.00	125.00	1,981.34	-	-
PROJECTS						
A · WATER SUPPLY	-					
A-1 · Miscellaneous Pump Replacements	40,000.00	31,417.41				
Total A · WATER SUPPLY	40,000.00	31,417.41	-	-	-	-
B · WATER DISTRIBUTION						
B-1 · Service Replacements	30,000.00	-	-	-	-	-
B-2 · Small Meter Replacements	120,000.00	40,361.00	-	-	-	-
B-3 · Large Meter Replacements	5,000.00	-	-	-	-	-
B-4 · Pipeline Replacement	-	-	450,000.00	-	-	-
Total B · WATER DISTRIBUTION	155,000.00	40,361.00	450,000.00	-	-	-
M · GENERAL PLANT ASSETS						
M-1 · Urban Water Management Plan	50,000.00	-	-	-	-	-
M-2 · Office Air Conditioner Replacement	8,200.00	5,622.00	-	-	-	-
M-3 · Server Replacement	8,000.00	-	-	-	-	-
M-4 · Dump Truck	-	-	-	-	85,000.00	82,707.55
Total M · GENERAL PLANT ASSETS	66,200.00	5,622.00	-	-	85,000.00	82,707.55
TOTAL BUDGETED PROJECT EXPENDITURES	261,200.00	77,400.41	450,000.00	-	85,000.00	82,707.55

Rio Linda Elverta Community Water District
Unaudited Capacity Revenue Profit & Loss Budget Performance
 April - June 2022

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	<u>Annual Budget</u>	<u>Apr-Jun 22 Current QTR</u>	<u>Jul 21-Jun 22 YTD</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Income					
41000 · Non-Operating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	1,400.00	311.67	1,015.83	72.56%	384.17
	<u>1,400.00</u>	<u>311.67</u>	<u>1,015.83</u>	<u>72.56%</u>	<u>384.17</u>
44100 · Capacity Fee Revenue	500,000.00	15,930.37	78,193.07	15.64%	421,806.93
Total Income	<u>501,400.00</u>	<u>16,242.04</u>	<u>79,208.90</u>	<u>15.8%</u>	<u>422,191.10</u>
Gross Income	<u>501,400.00</u>	<u>16,242.04</u>	<u>79,208.90</u>	15.8%	422,191.10
Net Income	<u><u>501,400.00</u></u>	<u><u>16,242.04</u></u>	<u><u>79,208.90</u></u>		

Rio Linda Elverta Community Water District
Unaudited Surcharge 1 Profit & Loss Budget Performance
 April - June 2022

	<u>Annual Budget</u>	<u>Apr-Jun 22 Current QTR</u>	<u>Jul 21-Jun 22 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	55.00	69.42	100.0%	-69.42
41112 · Interest Revenue	2,500.00	1,438.79	5,638.56	225.54%	-3,138.56
41113 · Market Value Adjustment	0.00	-5,900.17	-25,670.32	100.0%	25,670.32
	<u>2,500.00</u>	<u>-4,406.38</u>	<u>-19,962.34</u>	<u>-798.49%</u>	<u>22,462.34</u>
43010 · Surcharge 1 Revenue	523,374.00	175,459.89	467,297.32	89.29%	56,076.68
Total Income	<u>525,874.00</u>	<u>171,053.51</u>	<u>447,334.98</u>	<u>85.07%</u>	<u>78,539.02</u>
Gross Income	525,874.00	171,053.51	447,334.98	85.07%	78,539.02
Expense					
69150 · Surcharge 1 Loan					
69155 · Principle	369,821.00	186,103.68	369,833.41	100.0%	-12.41
69160 · Interest	91,534.00	44,573.64	91,521.23	99.99%	12.77
69170 · Admin Fees	2,100.00	507.76	2,120.45	100.97%	-20.45
Total 69150 · Surcharge 1 Loan	<u>463,455.00</u>	<u>231,185.08</u>	<u>463,475.09</u>	<u>100.0%</u>	<u>-20.09</u>
Total Expense	<u>463,455.00</u>	<u>231,185.08</u>	<u>463,475.09</u>		
Net Income	<u><u>62,419.00</u></u>	<u><u>-60,131.57</u></u>	<u><u>-16,140.11</u></u>		

Rio Linda Elverta Community Water District
Unaudited Surcharge 2 Profit & Loss Budget Performance
 April - June 2022

48

	<u>Annual Budget</u>	<u>Apr-Jun 22 Current QTR</u>	<u>Jul 21-Jun 22 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	20.00	82.72	10.34%	717.28
	<u>800.00</u>	<u>20.00</u>	<u>82.72</u>	<u>10.34%</u>	<u>717.28</u>
43050 · Surcharge 2 Revenue	439,019.00	73,221.18	388,583.23	88.51%	50,435.77
Total Income	<u>439,819.00</u>	<u>73,241.18</u>	<u>388,665.95</u>	<u>88.37%</u>	<u>51,153.05</u>
Gross Income	439,819.00	73,241.18	388,665.95	88.37%	51,153.05
Expense					
69175 · Surcharge 2 Loan					
69180 · Principle	225,000.00	0.00	225,000.00	100.0%	0.00
69185 · Interest	104,632.00	0.00	89,381.33	85.42%	15,250.67
Total 69175 · Surcharge 2 Loan	<u>329,632.00</u>	<u>0.00</u>	<u>314,381.33</u>	<u>95.37%</u>	<u>15,250.67</u>
Total Expense	<u>329,632.00</u>	<u>0.00</u>	<u>314,381.33</u>		
Net Income	<u>110,187.00</u>	<u>73,241.18</u>	<u>74,284.62</u>		



**Items for Discussion and Action
Agenda Item: 6.1**

Date: August 15, 2022
Subject: General Manager’s Report
Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

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

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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



Date: August 15, 2022

Subject: General Manager Report

Staff Contact: Timothy R. Shaw, General Manager

For the given month, I participated in the following reoccurring meetings and special events: Demands for resources associated with Direct Levy through Sacramento County for delinquent accounts dominated this reporting period.

1. On July 19th, I participated in a virtual workshop on Commercial Industrial Institutional (CII) water conservation. The event received overflow participation.
2. On August 1st (morning), I participated in a meeting sponsored by the Association of California Water Agencies for those agencies who oppose SB 222, which if signed into law would place additional administrative burdens for administering a low-income rate assistance program.
3. On August 3rd I met a survey group performing research on cross connection control and backflow prevention.
4. On August 11th, I participated in the regular meeting of the Sacramento Groundwater Authority.

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

- Completing and submitting all the forms and data sets necessary for Sacramento County Direct Levy.
- Interacting with customers who have received warning letters and other enforcement actions for violating Ordinance 2015-01, Water Shortfall Contingency Plan.

Costs due to inflation have reportedly plateaued. We received a new invoice from ACWA JPIA for cyber security insurance. ACWA JPIA explains the premium used to be included with the annual property insurance, but now is billed separately.



**Items for Discussion and Action
Agenda Item: 6.2**

Date: August 15, 2022
Subject: District Engineer’s Report
Staff Contact: Mike Vasquez, District Engineer

Recommended Committee Action:

N/A this item is not discussed at committees.

Current Background and Justification:

The District Engineer will provide a written report to the Board of Directors on engineering activities since the previous monthly meeting. The Board may ask for clarifications and may also provide direction in response to the report.

Conclusion:

There is no Board action anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla:____ Harris:____ Jason Green____ Gifford____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

9 August 2022

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District
From: Mike Vasquez, PE, PLS, Principal (EKI), Contract District Engineer (RL/ECWD)
Subject: **District Engineer's Report for the 15 August 2022 Board of Directors Meeting**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 14 July 2022 to 9 August 2022:

1. General District Engineering:

- Assisted the General Manager and Operations Superintendent procure cost estimates from three local construction contractors to provide water valve frames and covers grade adjustments on Elkhorn Blvd. and Rio Linda Blvd. as part of Sacramento County's roadway paving project. Received a reasonable cost estimate to perform the work from a construction contractor and prepared a small scope contract for Board consideration under a separate agenda item at the 8/15/2022 Board Meeting.

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

- Fox Hollow Residential Development (28 lots 6th Street between Q Street and S Street): Prepared a letter of water infrastructure compliance addressed to the developer stating, "*Pursuant to the construction observation performed by District Staff, the Rio Linda Elverta Community Water District finds that the subject project complies with the current District Standard Construction Specifications.*" The General Manager signed the letter and was sent to the developer by the Operations Superintendent on 8/2/2022. The developer stated he anticipates all 28 homes will be built and connected to the District's water system by June 30, 2023.

3. CIP Dry Creek Road Pipe Replacement Project:

- Reviewed and approved the first invoice from the construction contractor for the delivery of the 8" ductile iron pipe material and bonds.
- Staff continues to assist the construction contractor with processing of the project traffic control plan to be approved by Sacramento County before commencing work. Although there is no date certain on when this will be approved, staff anticipates construction will begin this summer and will be completed by winter.

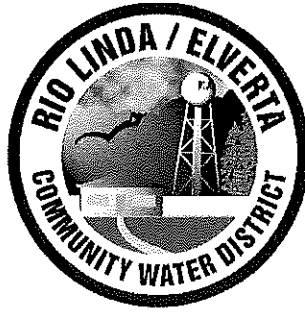
4. 2020 Water Shortage Contingency Plan (WSCP):

- Prepared and submitted a public notice of the WSCP public hearing for publishing in the Rio Linda News on 8/5/22 and 8/12/22 as required by CA Gov't Code 6066.
- Reviewed the WSCP ordinance at the request of the General Manager.
- The public hearing for WSCP ordinance adoption by the Board of Directors will take place at the 8/15/2022 Board Meeting under a separate agenda item.

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

Very truly yours,

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



Items for Discussion and Action
Agenda Item: 6.3

Date: August 15, 2022

Subject: Professional Services Agreement (small scope) with JCC for raising up to 25 valve boxes at Elkhorn and Rio Linda Blvd

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends Board Approval of this item.

Current Background and Justification:

As further detailed in the Executive Committee minutes, the staff update on this item included a draft professional services agreement with a properly licensed and experienced services provider. The contract amount for raising valve boxes associated with the Sacramento County road work at Elkhorn and Rio Linda Blvd is below the bidding threshold stipulated in District policy.

Conclusion:

The Board should review all materials associated with this item, seek any clarifications needed, then motion to authorize the Professional Services Agreement (small scope) with Johnson Construction Company (JCC).

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

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

RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**PROJECT: Elkhorn and Rio Linda Blvd. Water Valve Box Grade Adjustment****PROJECT NO. 2022-01****PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into this 27th day of July 2022, by and between the Rio Linda Elverta Community Water District, a county water district of the State of California (“District”) and Johnson Construction Company, (“Contractor”) (each individually a “Party” and collectively the “Parties”). There are no other parties to this Agreement.

RECITALS

A. Contractor represents to District that it is a duly qualified and licensed firm experienced in providing Water Valve Box Grade Adjustment services.

B. In the judgment of the Board of Directors of District, it is necessary and desirable to employ the services of Contractor to perform Water Valve Box Grade Adjustment services.

C. Contractor has been selected as sufficiently qualified to Water Valve Box Grade Adjustment services to the District

D. Specific consulting services are described in Exhibit 1,. All compensation shall be based the terms provided in this Agreement.

NOW, THEREFORE, in consideration of the promises and covenants set forth below, the Parties agree as follows:

AGREEMENT

Section 1. Recitals. The recitals set forth above (“Recitals”) are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 18 of this Agreement, Sections 1 through 18 shall prevail.

Section 2. Term. This Agreement shall commence on the Effective Date and terminate on 12/31/2022 (“Term”), unless the Parties mutually agree in writing to terminate the Agreement earlier or extend the Term pursuant to this Agreement.

Section 3. Effective Date. This Agreement shall only become effective once all of the Parties have executed the Agreement (the “Effective Date”). Contractor, however, shall not commence the performance of the Services until it has been given notice by District (“Notice to Proceed”).

Section 4. Work.

(a) *Services.* Subject to the terms and conditions set forth in this Agreement, Contractor shall perform the Services as described in Exhibit 1. services performed by the Contractor which are beyond the scope of Exhibit 1 shall not receive additional compensation for the performance unless they are approved by the District in writing.

(b) *Modification of Services.* Only the District's General Manager may authorize extra or changed work. Failure of Contractor to secure such a written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further waives any and all right or remedy by way of restitution or quantum merit for any and all extra work performed without such express and prior written authorization of the General Manager.

Section 5. Time of Performance. Contractor warrants that it will commence performance of the Services within thirty (30) calendar days of the Notice to Proceed (or as described in Exhibit I) and shall conform to normal and customary standards for services provided. The time of performance is a material term of this Agreement relied on by District in entering into this Agreement.

Section 6. Payment. District shall pay Contractor for all Services described in Exhibit I and which are to be performed by Contractor.

District shall pay Contractor within thirty (30) days of Project completion, acceptance of the Services by District, and/or receipt of Contractor's invoice for the Services. All payments will be made in accordance with this Agreement.

Section 7. Representations of Contractor. District relies upon the following representations by Contractor in entering into this Agreement:

(a) *Standard of Care.* District has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby warrants that it is qualified to perform the Services as provided in Exhibit I and that all of its services will be performed in accordance with the generally accepted contractor practices and standards, in compliance with all applicable federal, state and local laws.

(b) *Independent Contractor.* In performing the services hereinafter specified, Contractor shall act as an independent Contractor and shall have control of the work and the manner in which it is performed. Contractor is not to be considered an agent or employee of District, and is not entitled to participate in any pension plan, insurance, bonus, or similar benefits District provides its employees. In the event District exercises its right to terminate this Agreement, Contractor expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees. Nothing contained herein shall be construed as creating an employment, agency or partnership relationship between District and Contractor.

(c) *Authority.* Contractor represents that it possesses the necessary licenses, permits and approvals required to perform the Services or will obtain such licenses, permits or approvals prior to the time such licenses, permits or approvals are required. Contractor shall also ensure that all sub-contractors are similarly licensed and qualified. Contractor represents and warrants to District that Contractor shall, at Contractor's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and approvals which are legally required for Contractor to practice Contractor's profession at the time the Services are rendered including registration for public works projects with the Department of Industrial Relations.

(d) *No Conflict of Interest.* Contractor represents that no conflict of interest will be created under state or federal law by entering into or in carrying out this Agreement. Contractor further promises that in the performance of this Agreement, no person having such interest will be knowingly employed. If requested to do so by District, Contractor shall complete and file, and shall

cause any person doing work under this Agreement to complete and file, a "Statement of Economic Interest" with the Sacramento County Clerk disclosing their financial interests.

(e) *Prevailing Wage.* Contractor agrees to pay all craftsmen and laborers required as part of the consulting services at least the minimum prevailing wage required by the Department of Industrial Relations of the State of California. Contractor understands and agrees that it is Contractor's responsibility to determine the minimum prevailing wage and to report compliance as required under California law.

Section 8. Conformity with Law and Safety. Contractor shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies having jurisdiction over any or all of the scope of Services, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, and all other applicable federal, state, municipal and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. Contractor's failure to comply with any laws, ordinances, codes or regulations applicable to the performance of the Services hereunder shall constitute a breach of contract. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

If a death, serious personal injury or substantial property damage occurs in connection with the performance of this Agreement, Contractor shall immediately notify the District's risk manager by telephone. If any accident occurs in connection with this Agreement, Contractor shall promptly submit a written report to District, in such form as the District may require. This report shall include the following information: (a) name and address of the injured or deceased persons; (b) name and address of Contractor's sub-Contractor, if any; (c) name and address of Contractor's liability insurance carrier; and (d) a detailed description of the accident, including whether any of District's equipment, tools or materials were involved.

If a release of a hazardous material, substance, or waste occurs in connection with the performance of this Agreement, Contractor shall immediately notify District. Contractor shall not store hazardous materials or hazardous waste within the District limits without a proper permit from District.

Section 9. Excusable Delays. Contractor shall not be in breach of this Agreement in the event that performance of Services is temporarily interrupted or discontinued due to a "Force Majeure" event which is defined as: riots, wars, sabotage, civil disturbances, insurrections, explosion, natural disasters such as floods, earthquakes, landslides, fires, strikes, lockouts and other labor disturbances or other catastrophic events, which are beyond the reasonable control of Contractor. Force Majeure does not include: (a) Contractor's financial inability to perform; (b) Contractor's failure to obtain any necessary permits or licenses from other governmental agencies; or (c) Contractor's failure to obtain the right to use the facilities of any public utility where such failure is due solely to the acts or omissions of the Contractor.

Section 10. Assignment Prohibited. No Party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempt or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

Section 11. Ownership and Disclosure of Work Product. District shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any design computations, plans, specifications copies of correspondence, maps, or other pertinent data and information gathered or computed by Contractor ("Work Product") in the performance of and prior to termination of this Agreement by District or upon completion of the work pursuant to this Agreement.

Contractor may retain copies of the above-described documents but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of District, during the term of this Agreement and for a period of one hundred eighty (180) days following expiration of the term of the Agreement.

When this Agreement is terminated, Contractor agrees to return to District all documents, drawings, photographs and other written or graphic material, however produced, that it received from District, its Contractors or agents, in connection with the performance of its Services under this Agreement. All materials shall be returned in the same condition as received.

Section 12. Termination by Default. If a Party should fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violates any of the terms of this Agreement (the “Defaulting Party”), the other Party shall give notice to the Defaulting Party and allow such Party ten (10) days to correct such deficiency. If the Defaulting Party does not correct such deficiency, the other Party may immediately terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, Contractor shall be entitled to receive payment for all services satisfactorily rendered, provided, however, there shall be deducted from such amount the amount of damage, if any, sustained by virtue of any breach of this Agreement by Contractor. If payment under this Agreement is based upon a lump sum in total or by individual task, payment for services satisfactorily rendered shall be an amount which bears the same ratio to the total fees specified in the Agreement as the services satisfactorily rendered hereunder by Contractor bear to the total services otherwise required to be performed for such total fee, provided, however, that there shall be deducted from such amount the amount of damage, if any sustained by District by virtue of any breach of this Agreement by Contractor.

(a) Contractor shall deliver copies of all Work Product prepared by it pursuant to this Agreement.

(b) If District terminates this Agreement before District issues the Notice to Proceed to Contractor or before Contractor commences any Services hereunder, whichever last occurs, District shall not be obligated to make any payment to Contractor. If District terminates this Agreement after District has issued the Notice to Proceed to Contractor and after Contractor has commenced performance under this Agreement, District shall pay Contractor the reasonable value of the Services rendered by Contractor pursuant to this Agreement prior to termination of this Agreement. District shall not in any manner be liable for Contractor’s actual or projected lost profits had Contractor’s completed the Services. Contractor shall furnish to District such financial information, as in the judgment of the District Manager, is necessary to determine the reasonable value of the Services rendered by Contractor prior to termination.

(c) Except as provided in this Agreement, in no event shall District be liable for costs incurred by or on behalf of Contractor after the date of the notice of termination.

Section 13. Liability for Breach. Neither Party waives the right to recover damages against the other for breach of this Agreement including any amount necessary to compensate District for all detriment proximately caused by Contractor’s failure to perform its obligations hereunder or which in the ordinary course of things would be likely to result therefrom. District reserves the right to offset such damages against any payments owed to Contractor. District shall not in any manner be liable for Contractor’s actual or projected lost profits had Contractor completed the Services required by this Agreement. In the event of Termination by either Party, copies of all finished or unfinished Work Product shall become the property of District. Notwithstanding the above, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

Section 14. Insurance Coverage. During the Term, the Contractor shall maintain in full force and effect policies of insurance set forth herein, which shall be placed with insurers with a current A M Best's rating of no less than A VII, and will provide the District with written proof of said insurance. Contractor shall maintain coverage as follows:

(a) *Professional Liability:* professional liability insurance for damages incurred by reason of any actual or alleged negligent act, error or omission by Contractor or sub-Contractor in the amount of One Million Dollars (\$1,000,000.00) combined single limit each occurrence and annual aggregate. If the Contractor's prime agreement requires the sub-Contractor to carry additional Professional Liability insurance the sub-Contractor shall increase their Professional Liability insurance to meet the prime agreement's requirements for the duration of the Project.

(b) *General Liability.* Contractor shall carry commercial general liability insurance in an amount no less than One Million Dollars (\$1,000,000.00) combined single limit for each occurrence, covering bodily injury and property damage. If commercial general liability insurance or another form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Project or the general aggregate shall be no less than One Million Dollars (\$1,000,000.00).

(c) *Worker's Compensation Insurance and Employer's Liability.* Contractor shall carry workers' compensation insurance as required by the State of California under the Labor Code.

(d) *Automobile Liability Insurance.* Contractor shall carry Automobile liability insurance covering bodily injury and property damage in an amount no less than One Million Dollars (\$1,000,000) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles.

(e) *Policy Obligations.* Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(f) *Material Breach.* If Contractor, for any reason, fails to maintain insurance coverage that is required pursuant to this Agreement, such failure shall be deemed a material breach of this Agreement. District, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, District may purchase such required insurance coverage, and without further notice to Contractor, District may deduct from sums due to Contractor any premium costs advanced by District for such insurance. These remedies shall be in addition to any other remedies available to District.

Section 15. Indemnification. To the fullest extent permitted by law (including, without limitation, California Civil Code Sections 2782 and 2782.8), Contractor shall defend, indemnify hold harmless and release District, and District's elected and appointed councils, commissions, directors, officers, employees, agents, and representatives ("District's Agents") from and against any and all actions, claims, loss, cost, damage, injury (including, without limitation, disability, injury or death of an employee of Contractor or its sub-Contractors), expense and liability of every kind, nature and description that arise out of, pertain to or relate to acts or omissions of Contractor, or any direct or indirect sub-Contractor, employee, Contractor, representative or agent of Contractor, or anyone that Contractor controls (collectively "Liabilities"). Such obligations to defend, hold harmless and indemnify District and District's Agents shall not apply to the extent that such Liabilities are caused in whole by the sole negligence, active negligence, or willful misconduct of District or District's Agents, but shall apply to all other Liabilities. With respect to third party claims against the

Contractor, the Contractor waives any and all rights of any type of express or implied indemnity against District and District's Agents. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under Workers' Compensation acts, disability benefits acts or other employee benefit acts.

Section 16. Notices. Any notice or communication required hereunder between District and Contractor must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice or communication shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to District: Rio Linda Elverta Community Water District
730 L Street
Rio Linda, California 95673
Attention: General Manager
Tel: (916) 991-1000

With courtesy copy to: White Brenner LLP
1414 K Street, 3rd Floor
Sacramento, California, 95814
Attention: Barbara A. Brenner, Esq.
Tel: (916) 468-0950

If to Contractor: Johnson Construction Company
PO Box 6481
Concord, CA 94524
Attention: Nick Breeden
Tel: (925) 370-6067

Section 17. Exhibits. All "Exhibits" referred to below or attached to herein are by this reference incorporated into this Agreement:

<u>Exhibit Designation</u>	<u>Exhibit Title</u>
Exhibit 1:	Description of Services and Charges.

Section 18. General Provisions.

(a) *Modification.* No alteration, amendment, modification, or termination of this Agreement shall be valid unless made in writing and executed by all of the Parties to this Agreement.

(b) *Waiver.* No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver

of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

(c) *Severability.* If this Agreement in its entirety is determined by a court to be invalid or unenforceable, this Agreement shall automatically terminate as of the date of final entry of judgment. If any provision of this Agreement shall be determined by a court to be invalid and unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable according to the terms of any federal or state statute, which becomes effective after the Effective Date of this Agreement, the remaining provisions shall continue in full force and effect and shall be construed to give effect to the intent of this Agreement.

(d) *Counterparts.* This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

(e) *Audit.* District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Contractor's charges to District under this Agreement.

(f) *Entire Agreement.* This Agreement, together with its specific references, attachments and exhibits, constitutes the entire agreement of the Parties with respect to the subject matters hereof, and supersedes any and all prior negotiations, understanding and agreements with respect hereto, whether oral or written.

(g) *Attorney's Fees and Costs.* If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

(h) *Time is of the Essence.* Time is of the essence in this Agreement for each covenant and term of a condition herein.

[SIGNATURES ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, this Agreement has been entered into by and between District and Contractor as of the Effective Date.

DISTRICT:

Rio Linda Elverta Community Water District,
a county water district of the State of
California

By: _____
Timothy R. Shaw, General Manager

Date: _____

CONTRACTOR:

Johnson Construction Company _____

By: _____

Print: _____

Title: _____

Date: _____

EXHIBIT 1: SERVICES and CHARGES

Work Scope: Water valve box adjustments to grade shall be performed pursuant to and shall conform to the latest edition of the Rio Linda / Elverta Community Water District Standard Construction Specifications and to the latest edition of the County of Sacramento Standard Construction Specifications and all of its drawings. All work shall conform to the applicable local, state, and federal codes and specifications including OSHA. The Contractor shall be responsible for job safety and traffic control at all times. A project site plan and project location map is included for reference.

Schedule: It is anticipated that the County of Sacramento's paving contractor will install asphalt beginning the week of August 15, 2022, and as such, the Contractor anticipates adjusting water valve boxes to grade in late August 2022. For the purposes of this contract, the Contractor shall complete adjusting all water valve boxes to grade within 20 calendar days after paving is complete.

Budget: The total budget for adjusting up to 25 water valve boxes to grade is a not to exceed total of \$22,500.00. The unit price of adjusting each water valve box is \$900.00. The Contractor has notified the District that existing water valve locations have been recorded with a GPS survey and as such, will be able to identify water valve locations at no cost to the District.

See the following attachments:

- A. Proposal from Johnson Construction Company dated 7/21/2022 for adjusting up to 25 water valve boxes to grade, with a unit price of \$900.00 per water valve box, and a not to exceed total price of \$22,500.00
- B. Project Site Plan
- C. Project Location Map

PROPOSAL



Johnson Construction Company
 Utility Adjustments / Asphalt Paving / Rehabilitation

Cal Trans Certified SBE #1752188

P.O. Box 6481
 Concord, CA 94524
 PH: 925-370-6067
 Fax : 925-370-6068
 Lic#981209
 DIR Registration #1000002380

Job Name Elkhorn Valve Box Adjustments - Sac County
 Bid Date July 21, 2022
 Estimator Nick Breeden
 EXPIRATION DATE 30 Days

Attn: Mike Vasquez - EK1

Ph:
 Fax
 Email

Move ins	Addl
1	\$3,500

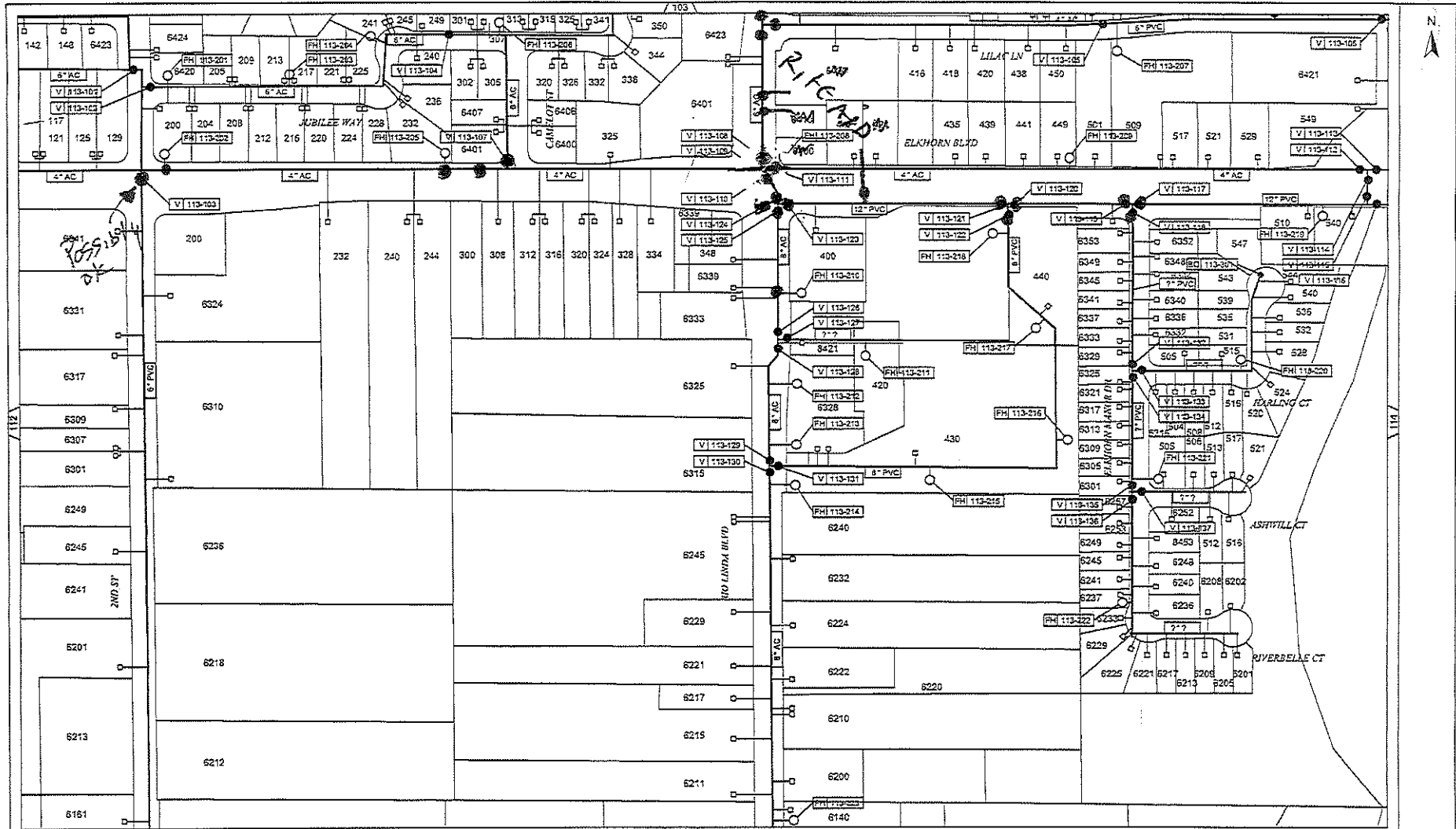
Bid Item	Description	UNIT	QTY	UNIT PRICE	LINE TOTAL
	Raise Water Valve Box to Grade Including New G5 Box if Needed.	EA	25	\$ 900.00	\$22,500.00
Note:	Traffic Control for Valve Box Adjustments is Included in Unit Pricing.				


Exclusions: Fees, permits, bonds, engineering, pre and post construction monument survey, survey, corner records, staking, furnishing brass disks for new monuments, QC/QA program, tie-out diagrams, utility company notifications, traffic control plans, CMS boards, existing utility labeling, night work, railroad insurance, waiver of subrogation, local hire agreements, rubberized AC for utility collar paving, utility frames encased in concrete pad, circular sawcutting around utility collars, waterproofing or lining manhole throats/channels, manhole removal or cone chipping, vaults, PG&E/Pac Bell/Sprint/ATT Utilities excluded unless identified as individual specific bid items. NOTE: Manholes can be lowered to top of cone only or elevation in bid quote, Water Valves can be lowered to Valve Elevation Only and Monuments to Disk Elevation Only, Maintaining Temporary Paving over Lowered Utilities.

TOTAL \$22,500.00

Signature Authorizing Work: _____ Date: _____

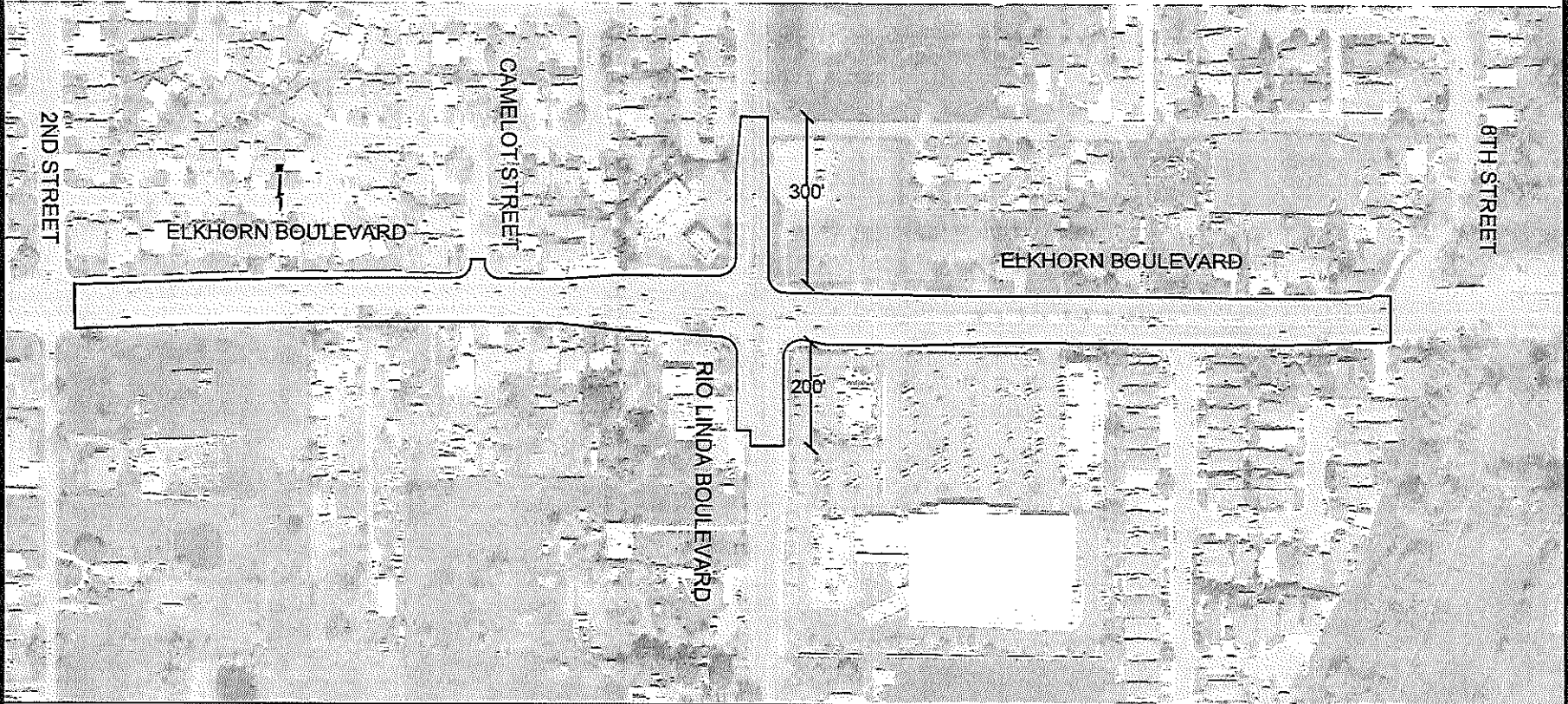
24 TOTAL



CONSULTANT: AFFINITY ENGINEERING 2433 Mandi Green Court, Raleigh, Carolina, CA. 27679 www.affinityeng.com	NO.	REVISION DESCRIPTION	BY	DATE	CLIENT:  Rio Linda/Elverta Community Water District 730 L Street Rio Linda, CA 95673	PROJECT: Water Distribution System Map	SCALE: 1" = 100' ATTENTION LINE IS 2" AT FULL SIZE (SCALE ACCORDINGLY)	SHEET TITLE: MAP PAGE	PAGE: 113 MAR 2013

MAR 2013

Exhibit 1C - Project Location Map



NOTES:

1. PAVING LIMITS OF ALL ROADS WITHIN PROJECT LIMITS SHALL BE AS SHOWN OR AS MARKED IN THE FIELD BY THE RESIDENT ENGINEER.

COUNTY OF SACRAMENTO PUBLIC WORKS AND INFRASTRUCTURE DEPARTMENT OF TRANSPORTATION	
LIMIT AND CONFORMS ELKHORN BLVD 2ND ST TO 6TH ST	
SCALE: NONE DATE: 11/2021 SHEET: 6 OF 7	CONTRACT: 4522 DRAWN BY: VEH CHECKED BY: KAW

FILENAME: p:\Shored Folders\Maintenance Engineering\Projects\OVERLAY & PAVEMENT PROJECTS\AC Overlay SBT 2021 Phase 2 (4522)\DWG\Limit and Conforms



**Items for Discussion and Action
Agenda Item: 6.4**

Date: August 15, 2022
Subject: New Policy 2.01.155 Board Meeting Document Packets
Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Executive Committee recommends Board adoption of policy 2.01.155 (new policy).

Current Background and Justification:

The Executive Committee discussed the cost avoidance potential for reducing or eliminating the number of printed hardcopy packets currently being delivered to Board Members for Board and Committee meetings. For example, the approximate cost for printing the packets in July 2022 was \$25 per Board Member. Additional staff time and vehicle operating cost are expended for printing, sorting, packaging and delivery.

The approximate Return on Investment (ROI) for replacing the above-described hardcopy delivery process with a tablet computer is less than 6-months. In other words, after 6-months of NOT printing meeting packets for a participating Board Member, the cost of a Kindle Fire HD 10 (\$150 retail) would be saved in printing costs avoidance alone.

The Executive Committee further discussed whether the policy should be mandatory or voluntary and whether a Board Member could use his/her own laptop or tablet computer. Accordingly, those elements are addressed in the draft new policy, 2.01.155.

Conclusion:

The Board should review all materials associated with this item and motion to adopt Policy 2.01.155.

Board Action / Motion

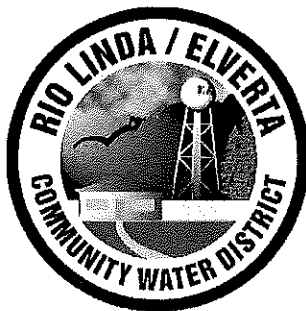
Motioned by: Director _____ Seconded by Director _____

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

2.01.155 Meeting Packet of Documents – Copies of the agenda compiled with all documents associated with the meeting agenda are distributed to the Board Members approximately 72-hours prior to the start of District public meetings. Members of the Public may request copies of the meeting packets and may visit the District office for reviewing the meeting packets during working hours. Members of the public who provide written request for emailed copies of meeting packets, or links thereto, will be sent a digital copy of meeting packets or links thereto. Digital copies of meeting packets are also posted to the District's website and the District's Facebook Page.

Meeting packets typically consists of hundreds of pages of documents. Accordingly, digital copies of meeting packets are the default preference to preserve District resources and control photo-reproduction costs. In consideration of costs and resources control, the District will provide computer tablets (Kindle HD Fire 10 or equivalent) to Board Members to be used for receiving and reviewing the digital version of the meeting packets prior to and during the meetings. The following stipulations apply to the use of tablet computers (tablets):

- A. Tablets are purchased by and the property of the District.
- B. Board Members are expected to care for and maintain (battery charging, storage etc.) the tablets while in the Board Members' procession.
- C. Staff are available to assist Board Members in configuring the tablets for their use. The tablets will be configured to use the Board Member's RLECWD email account to receive emails of the digital meeting packets.
- D. Board Member participation of cost / resource savings via use of tablets in-lieu of hard copy packets is voluntary.
- E. The objective is saving ratepayer dollars through the cost avoidance of printing and delivering hard copy packets. Accordingly, Board Members who voluntarily opt for use of tablets will not be provided with hard copy packets.
- F. If a Board Member opts into the digital packets via tablets program, and subsequently finds the program is not meeting the Board Member's needs, the Board Member may opt out and return the tablet to the General Manager for repurposing and/or use by another Board Member interested in participating in digital meeting packet review.
- G. In recognition that Board Members sometimes own and operate their personal, portable devices, e.g., laptop computers, other tablets, etc. Board Members may use their own devices and inform staff to discontinue hard copy meeting packets for the needs and preferences of that Board Member. However, in any scenario where a Board Member uses his/her personal device for District business, the Board Member is advised to review the court rulings regarding public records on personal devices and/or consult Legal Counsel.



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Items for Discussion and Action Agenda Item: 6.5

Date: August 15, 2022

Subject: Consider Customer Requests for Board Review of Billing Issues (3 separate requests).

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

This item was not discussed at the 8-1-2022 Executive Committee

Current Background and Justification:

District policy provides for a means for customers to request Board consideration of billing issues. The process entails the use of a form to submit the request. This month, staff received three such requests.

The common thread among these three requests, which should each be considered individually, is the customers complaints about the inoperable meter rate. The number of inoperable meters has recently increased due to supply chain issues (see printed email associated with this item). We ordered some meters in April and the meter company estimates the current backlog will last until 2023.

The inoperable meter rate was implemented with the rate restructuring, Prop 218 rate adjustment completed in August 2021. The inoperable meter rate uses the average consumption of all residential customers as a basis for the bimonthly rate. If a customer routinely uses more water than the average customer, the inoperable meter rate will under-charge that customer. Conversely, a customer regularly uses less water than the average customer will be overcharged with the inoperable rate.

One means of addressing this supply chain induced dilemma is to offer customers whose consumption data prior to the inoperable meter condition documents that customer uses less than average water volumes a reduction in their bill. The reduction in the bill should be approximately equal to the difference between the inoperable meter rate and the bill they might have received if the meter remained operable and that customer's consumption remained as it had been before the meter inoperability.

In light of the supply chain issues, where it's likely to be months before the District received replacement 5/8 and 3/4 inch meters, and If the Board supports such an approach, one of the motions the Board could consider would be blanket authorization for staff to perform the above-described

adjustment where the facts and circumstances support doing so, i.e., when the customer has a history of below average consumption.

Conclusion:

The Board should review all materials associated with this item and consider each customer's request for Board review individually. The Board may also consider a motion to authorize staff to adjust the billing for inoperable meter customers upon request when such customers have a demonstrated pattern of using less than average volume.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla:_____ Harris:_____ Jason Green _____ Gifford_____.

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

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Rio Linda Elverta Community Water District

Request for Consideration of Billing Issues by the Board of Directors

Account Holder: Account #: 4009000
 Service Address: UF 93673

Check the appropriate box(s) and specify which fees you are requesting the Board to waive:

- Account Deposit Amount: \$ _____
- Delinquency Notice Fee Amount: \$ _____
- 48 Hour Notice Fee Amount: \$ _____
- Service Charges Amount: \$ _____
- Shutoff Fee Amount: \$ _____
- Tampering Fee Amount: \$ _____
- Other Amount: \$ inoperable fee

Notice: This request may be considered at a public Board Meeting. This document may become a part of the Board meeting agenda which is accessible to the public by request or via the District website. However, the District will make reasonable attempts to preserve customer privacy via redaction, e.g. addresses, phone, email etc.

Total: \$ _____

Justifying Information to Support Your Request: _____

water meter is old we have since 1967 July
bill was too much I dont even water yard dry Brocken
my husband is nursing home over 7 week since Jane
I live myself please help

(Attached additional sheets if necessary)

By signing below you are; attesting to the accuracy of the information you have provided and fraudulent submittal may result in Board denial , you acknowledge that all correspondence between yourself and the District is subject to California Public Records Act laws, and you further acknowledge the Board of Directors' rulings are final.

Signed: Date: 8/7/2022

I paid today \$155.93 do I get some refund I am 90 years old
I never paid that high

Account Holder Contact Information:
 In case you are unable to attend the Board Meeting, please provide with your preferred method for us to contact you regarding the Board's decision.
 Email Address: _____
 Phone Number: _____
 US Mail (provide mailing address): _____

Business Office

Account History – This includes all transactions up to the date form is signed

 1 Number of times Delinquency Notice sent in the past 12 months

 0 Number of times 48 Hour Notice sent in the past 12 months

 0 Number of times service was terminated for non-payment over the past 12 months

Amortization Agreement on File: YES X NO

Additional Information: meter was changed out 8/3/2022

Prior billing at cold water rate for inoperable meter
1st change at warm water rate meter stopped working
1/20/2022 Billing Cycle

Resolution of the Issue and Feedback to Customer:

Board Action Taken: _____

Customer was contacted by Phone, US mail, Email.

Date: Initials:

Appropriate adjustments made to the account: Date: Initials:

Notes added to the account: Date: Initials:



Rio Linda Elverta Community Water District

Request for Consideration of Billing Issues by the Board of Directors

Account Holder: [Redacted]

Account #: 15109005

Service Address: [Redacted]

Check the appropriate box(s) and specify which fees you are requesting the Board to waive:

- Account Deposit Amount: \$ _____
- Delinquency Notice Fee Amount: \$ _____
- 48 Hour Notice Fee Amount: \$ _____
- Service Charges Amount: \$ _____
- Shutoff Fee Amount: \$ _____
- Tampering Fee Amount: \$ _____
- Other Amount: \$ _____

Notice: This request may be considered at a public Board Meeting. This document may become a part of the Board meeting agenda which is accessible to the public by request or via the District website. However, the District will make reasonable attempts to preserve customer privacy via redaction, e.g. addresses, phone, email etc.

Total: \$ _____

Justifying Information to Support Your Request:

It has been 2 months since the meter hasn't worked which you guys can't fix right after I would like this charge reversed as my water usage average has been relatively the same the past 4 years. I have always paid my bill never been delinquent. I feel this charge is unjustified and now I'm going to be charged and overrate until the water district gets meters which who knows how long that could be.

(Attached additional sheets if necessary)

By signing below you are attesting to the accuracy of the information you have provided and fraudulent submittal may result in Board denial, you acknowledge that all correspondence between yourself and the District is subject to California Public Records Act laws, and you further acknowledge the Board of Directors' rulings are final.

Signed: [Redacted]

Date: 8/31/2022

Account Holder Contact Information:
 In case you are unable to attend the Board Meeting, please provide with your preferred method for us to contact you regarding the Board's decision.
 Email Address: _____
 Phone Number: _____
 US Mail (provide mailing address): _____

Business Office

Account History – This includes all transactions up to the date form is signed

3 Number of times Delinquency Notice sent in the past 12 months

0 Number of times 48 Hour Notice sent in the past 12 months

0 Number of times service was terminated for non-payment over the past 12 months

Amortization Agreement on File: _____ YES NO

Additional Information: 7/20/2022 Billing Cycle meter was
determined as not working.

Resolution of the Issue and Feedback to Customer:

Board Action Taken: _____

Customer was contacted by _____ Phone, _____ US mail, _____ Email.

Date: _____ Initials: _____

Appropriate adjustments made to the account: Date: _____ Initials: _____

Notes added to the account: Date: _____ Initials: _____

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Rio Linda Elverta Community Water District

Request for Consideration of Billing Issues by the Board of Directors



Account Holder: Account #: 21098000

Service Address:

Check the appropriate box(s) and specify which fees you are requesting the Board to waive:

- Account Deposit Amount: \$ _____
- Delinquency Notice Fee Amount: \$ _____
- 48 Hour Notice Fee Amount: \$ _____
- Service Charges Amount: \$ _____
- Shutoff Fee Amount: \$ _____
- Tampering Fee Amount: \$ _____
- Other Amount: \$ inoperable rate

Notice: This request may be considered at a public Board Meeting. This document may become a part of the Board meeting agenda which is accessible to the public by request or via the District website. However, the District will make reasonable attempts to preserve customer privacy via redaction, e.g. addresses, phone, email etc.

Total: \$ 155.73

Justifying Information to Support Your Request: I REQUEST YOU GIVE ME A LITTLE CREDIT ON MY BILL. I FEEL MY BILL IS TO HIGH FOR WHAT I USE EVEN ON AN AVERAGE. I WOULD LIKE TO SEE YOUR AVERAGE GO IN MY FAVOR ONCE IN A WHILE SINCE YOU CANT READ MY METER. THANK YOU!

(Attached additional sheets if necessary)

By signing below you are; attesting to the accuracy of the information you have provided and fraudulent submittal may result in Board denial, you acknowledge that all correspondence between yourself and the District is subject to California Public Records Act laws, and you further acknowledge the Board of Directors' rulings are final.

Signed: Date: 8-2-2022

Account Holder Contact Information:
 In case you are unable to attend the Board Meeting, please provide with your preferred method for us to contact you regarding the Board's decision.
 Email Address:
 Phone Number:
 US Mail (provide mailing address):

Business Office

Account History – This includes all transactions up to the date form is signed

0 Number of times Delinquency Notice sent in the past 12 months

0 Number of times 48 Hour Notice sent in the past 12 months

0 Number of times service was terminated for non-payment over the past 12 months

Amortization Agreement on File: _____ YES NO

Additional Information: Meter charged inoperable meter rate as of 5/20/2022 Billing Cycle. One billing at cold water + one billing at warm water rate. Meter has not been changed out.
2500 delinquency

Resolution of the Issue and Feedback to Customer:

Board Action Taken: _____

Customer was contacted by _____ Phone, _____ US mail, _____ Email.

Date: _____ Initials: _____

Appropriate adjustments made to the account: Date: _____ Initials: _____

Notes added to the account: Date: _____ Initials: _____

Tim Shaw

Subject: FW: New order for Rio Linda

From: Ferguson
Sent: Wednesday, August 3, 2022 9:50 AM
To: Pat Goyet**Subject:** RE: New order for Rio Linda

Hello Pat,

The current order of 5/8s is scheduled for delivery on Monday.

We received a price increase form Neptune that particularly affected the 1" meters. Please see attached quote and let me know if you would like to change adjust any of the quantities. Additionally, the 5/8x3/4 lead times are currently into the beginning of 2023. The 1" are about 8 weeks. If you would like to discuss the price increase or lead times, please let me know and we can set something up.

Best Regards,**Adam Arevalo**
Solution Specialist
Meter & Automation Group**Ferguson Waterworks**
27750 Industrial Blvd, Hayward, CA 94545

From: Pat Goyet
Sent: Tuesday, August 2, 2022 11:51 AM
To: Adam Arevalo >
Subject: New order for Rio Linda

Adam,

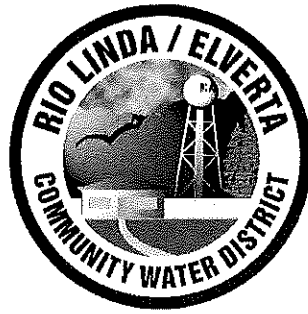
Still waiting on the 5/8' Meters ordered in April, however due to the backlog I would like to place the order below to get more coming as I will use up the order that should be arriving any day??

96 – 5/8" X 3/4" T-10BRZ 316 E-coder R900i V4 PIT C/F with through lid antenna's
15 - 1" T-10BRZ 316 E-coder R900i V4 PIT C/F with through lid antenna's

Please use

Thanks,

Patrick M. Goyet



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Items for Discussion and Action
Agenda Item: 6.6

Date: August 15, 2022

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

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

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

Current Background and Justification:

District policy and various statutes stipulate Board approval of any Board Member assignments.

Conclusion:

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Ridilla: _____ Harris: _____ Jason Green _____ Gifford _____.

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



**Information Items
Agenda Item: 7.1**

Date: August 15, 2022

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

DISTRICT ACTIVITY REPORTS

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

RIO LINDA/ELVERTA C.W.D. 2022

REPORT OF DISTRICT OPERATIONS

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SOURCE WATER DATA

Water Production (Million Gallons)

January	February	March	April	May	June	Year To Date
40.7	40.9	53.6	57	88.2	99.4	
40,708,764	40,949,074	53,558,498	57,044,990	88,179,174	99,413,706	
July	August	Sept.	Oct.	Nov.	Dec.	
110.3						490.10
110,303,570						
			Monthly Total			
Gallons = Multiply M.G. by: 1,000,000			110,303,570			Gallons 490,167,776
Cubic Feet = Divide gallons by: 7.48			14,746,467			Cubic Feet 65,629,114
Hundred Cu Ft. = Divide cu. ft. by: 100			147,465			Hundred Cubic Feet 655,291
Acre Ft.= Divide gallons by: 325,829			338.53			Acre Ft. 1,504

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total (Low Psi Complaints)

January	February	March	April	May	June	Year To Date
0	0	1 (1)	1 (1)	2 (1)	2 (2)	
July	August	Sept.	Oct.	Nov.	Dec.	
1						7

New Services

New Construction	17	19
Existing Homes	0	1
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4668

Distribution System Failures/Repairs

Deterioration July 1 thru 31	9	44
Damaged July 1 thru 31	0	3

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	16	104
Raw Water Bacteriological Samples (at Wells)	0	28

July 1, 2022 - July 31, 2022

8 - Distribution leaks repaired by District staff, 1 - by Contractor or with Contractor assistance.

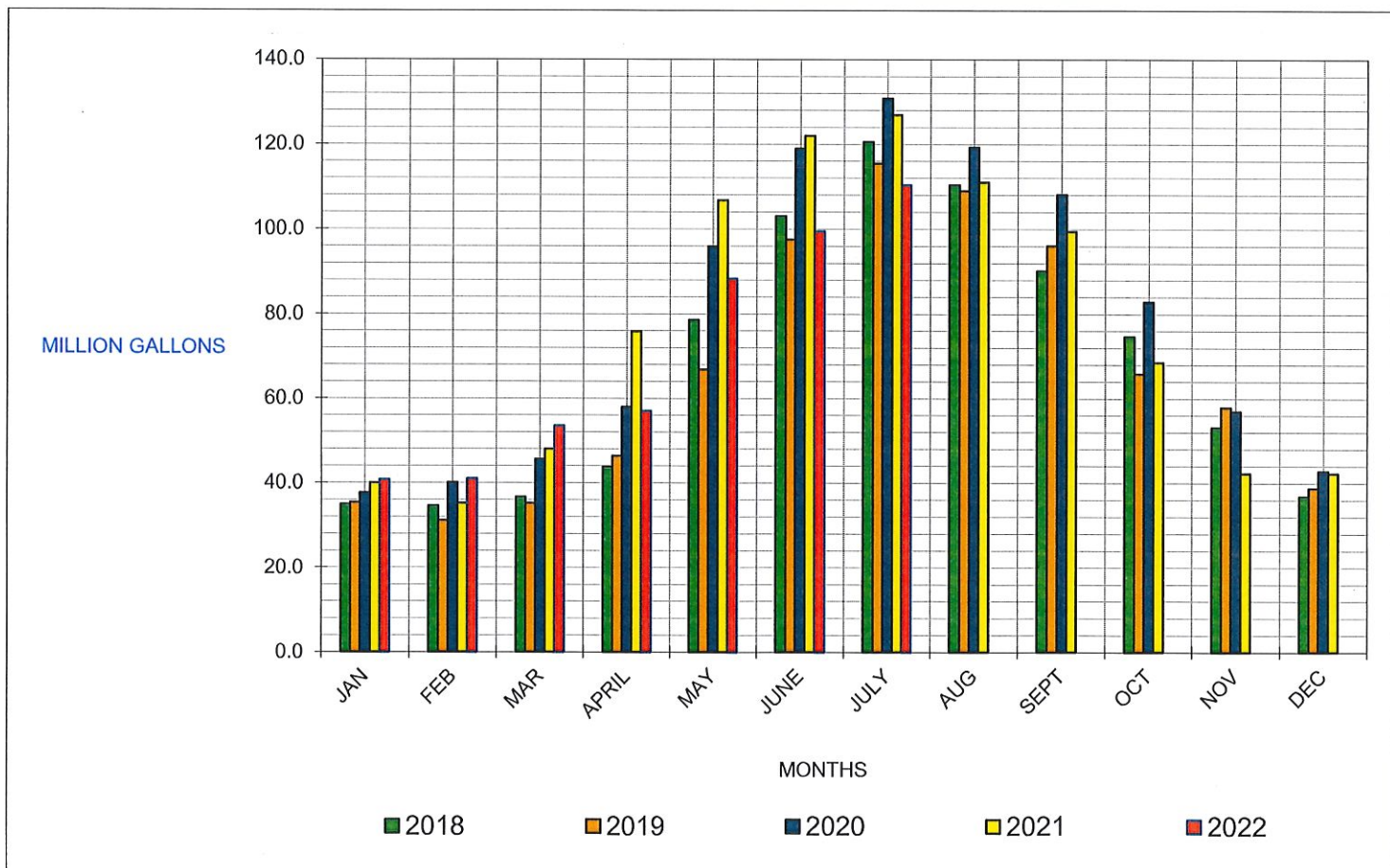
Work Orders Issued - 62	Work Orders Completed - 33	USA's Issued - 142
Change Out Meter - 32	Change Out Meter - 6	
Flow Test - 1	Conservation - 1	
Install New Service - 3	Flow Test - 1	
Line Leak - 3	Install New Service - 1	
Other Work - 2	Line Leak - 2	
Possible Leak - 12	Other Work - 4	
Repair - 1	Possible Leak - 11	
Taste or Odor Complaint - 2	Raise Existing Service - 1	
Repair or Replace Box - 1	Repair - 1	
Turn Off Service - 4	Taste or Odor Complaint - 1	
Water Waster - 1	Turn Off Service - 4	

RIO LINDA/ELVERTA C.W.D.

WATER PRODUCTION

2018 \ 2022

Month	Water Production in Million Gallons						SSWD Water Purchases				
	2018	2019	2020	2021	2022	Avg.	2018	2019	2020	2021	2022
JAN	34.8	35.3	37.6	39.9	40.7	37.7	0.0	0.0	0.0	0.0	0.0
FEB	34.5	31.1	40.0	35.2	40.9	36.3	0.0	0.0	0.0	0.0	0.0
MAR	36.5	35.1	45.5	47.9	53.5	43.7	0.0	0.0	0.0	0.0	0.0
APRIL	43.7	46.3	57.9	75.8	57.0	56.1	0.0	0.0	0.0	0.0	0.0
MAY	78.5	66.8	95.9	106.6	88.2	87.2	0.0	0.0	0.0	0.0	0.0
JUNE	102.9	97.5	118.9	121.9	99.4	108.1	0.0	0.0	0.0	0.0	0.0
JULY	120.5	115.4	130.7	126.8	110.3	120.7	0.0	0.0	0.0	0.0	0.0
AUG	110.3	108.9	119.2	110.9		112.3	0.0	0.0	0.0	0.0	
SEPT	90.1	96.1	108.1	99.4		98.4	0.0	0.0	0.0	0.0	
OCT	74.7	65.8	82.8	68.5		73.0	0.0	0.0	0.0	0.0	
NOV	53.1	57.8	56.9	42.2		52.5	0.0	0.0	0.0	0.0	
DEC	36.8	38.7	42.7	42.2		40.1	0.0	0.0	0.0	0.0	
TOTAL	816.4	794.8	936.2	917.3	490.0	866.2	0.0	0.0	0.0	0.0	0.0

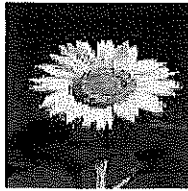




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**PENDING AND COMPLETED ITEMS
8-15-2022 BOARD OF DIRECTORS MEETING**

1. **SB-606 and AB-1668 planning for compliance** – So far, the RLECWD numbers are trending in the right direction, and the District continues performing better than average compared to the state as a whole. Nevertheless, the state has not yet approached the 20% conservation objective. The Conservation Coordinator and GM participated in a DWR water use efficiency for CII customers workshop. **Pending**
2. **Hexavalent Chromium MCL economic feasibility** The State Water Resources Control Board (SWRCB) published the draft notice proposing the re-adoption of the MCL at 10-parts per billion. public comment period concluded at the end of April. SWRCB has not yet published the results of the public comment period. **Pending**
3. **District outreach to customers following implementation of a new rate structure focused on consumption in compliance with SB 606 / AB 1668 requirements** – The Customer Service / Conservation Coordinator has focused her efforts on contacting customers identified by AMI software that indicates a continuous use (leak). The District continues to see steady requests for Inov8 devices. **Pending**
4. **Direct Assessments for Delinquent Accounts** – Staff completed all forms required by Sacramento County for the Direct Levy on the parcel owner's taxes for long-standing delinquent accounts. **Completed**
5. **Raising iron for the Sacramento County road work at Elkhorn and Rio Linda Blvd** – There is an item on the 8-15-2022 Board agenda to consider a professional services agreement with Johnson Construction Company (JCC) for raising water boxes in the County right of way at Elkhorn and Rio Linda Blvd. **Pending**
6. **Adopting Fiscal Year 2022-2023 Budget** – The public notice for a public hearing on 8-15-2022 have been published in the local newspaper. The Board will consider adopting the new budget then. **Pending**
7. **Adopting the 2020 Update to the Water Shortfall Contingency Plan** – The public notice for adopting the Water Shortfall Contingency Plan update at the 8-15-2020 Board meeting has been published in the local newspaper. The Board will conduct a public hearing on 8-15-2020. **Pending**



Conservation Report July 2022



Supplies (kits):	Shower heads(0) Kitchen Aerators(0) Bathroom Aerators(0) Shower Timer(0) Nozzle(0) Toilet Tabs(11) Moisture Meters(0) Water Bottles(0) Toilet Tummy(0) Retro-Fit Kits(0) Welcome Kits(0) Kids Kit(0)
Water Waste	2 Water Waste Call(s)
Water Waste Violation	1 Water Waste Violation
(calls, emails, letter, leaks detected, and fixed):	478 contacts about possible leaks using the AMI system - 0 were called, 0 were mailed, 477 were emailed, 1 tag were hung 83 were confirmed resolved
Water Schedule:	given to customers with all violation letters and new applications
Surveys	0
Workshops, Webinar, Meetings:	None
Fines:	None
Other Tasks:	<ul style="list-style-type: none"> ● Assisted with new customers ● Created/completed work orders ● Disconnect properties with no service application ● Notified and offered customers the ACH payment method ● Closed accounts and final billed customers ● Printed stamps ● Mailed out application requests to new owners ● Scanned and uploaded documents into UMS ● Reached out to customers with higher than normal water usage ● Verbal Demands ● Created Report for High Usage Exceptions ● Rereads for 7/20/22 billing cycle ● Created Newsletter for 7/20/22 billing cycle
Grant Updates:	None

2022 Leak - Repair Tracking

	Work Order #	Leak Type	Street	Date Reported	Date Repaired	Days
1	22863	Service Line	Beamer Way	12/27/2021	1/11/2022	16
2	23003	Service Line	Elwyn Ave	12/16/2022	1/6/2022	20
3	23052	Service Line	24th Street	1/12/2022	1/13/2022	2
4	None	Main	Elkhorn - W2nd St	1/13/2022	1/13/2022	1Hr
5	23106	Service Line	G Street	1/24/2022	1/25/2022	2
6	23109	Service Line	G Street	1/25/2022	1/25/2022	1
7	23110	Service Line	Front Street	1/26/2022	2/3/2022	8
8	23119	Service Line	Elwyn Ave	2/2/2022	2/2/2022	1
9	23120	Service Line	Lilac Ln	2/2/2022	2/5/2022	3
10	23127	Service Line	Blacktop Rd.	2/7/2022	2/7/2022	1
11	23130	Service Line	I Street	2/8/2022	2/9/2022	2
12	23147	Service Line	8th Street	2/16/2022	2/16/2022	1
13	23148	Service Line	Lilac Ln	2/16/2022	2/16/2022	1
14	23152	Service Line	Fallon Woods Wy	2/23/2022	2/28/2022	5
15	23153	Service Line	West U Street	2/24/2022	2/28/2022	4
16	23154	Service Line	Q Street	2/24/2022	2/24/2022	1
17	23168	Service Line	W. 2nd Street	3/9/2022	3/9/2022	1
18	23223	Service Line	K Street	3/21/2022	3/21/2022	1
19	23240	Service Line	10th Street	3/23/2022	3/29/2022	6
20	23225	Service Line	C Street	3/28/2022	3/29/2022	2
21	23225	Service Line	W. E Street (Damaged)	3/29/2022	3/29/2022	0
22	23167	Service Line	G Street	4/10/2022	4/19/2022	9
23	23178	Service Line	Quadra Ave	3/14/2022	4/6/2022	23
24	23273	Service Line	Rio Linda Blvd	4/8/2022	4/8/2022	0
25	23276	Service Line	K Street	4/12/2022	4/12/2022	0
26	23310	Service Line	W 2nd Street	4/29/2022	4/29/2022	0
27	23303	Service Line	Elkhorn Blvd	4/28/2022	4/28/2022	0
28	23318	Service Line	Dry Creek Rd	5/4/2022	5/4/2022	1
29	23329	Service Line	Fallon Place Ct.	5/17/2022	5/17/2022	1
30	N/A* GM Const.	Service Line	Elkhorn Blvd	5/24/2022	5/28/2022	4
31	23357	Service Line	Dry Creek Rd	5/23/2022	6/2/2022	10
32	23390	Service Line	Withington Ave	6/6/2022	6/9/2022	3
33	23393	Service Line	Fallon Woods Way	6/9/2022	6/9/2022	1
34	23393	Service Line	Silver View Way	6/10/2022	6/10/2022	1
35	23396	Service Line	E Street	6/8/2022	6/8/2022	1
36	23399	Service Line	Tuscany Ct	6/13/2022	6/15/2022	2
37	23401	Service Line	G Street	6/16/2022	6/17/2022	1
38	23406	Service Line	C Street	6/22/2022	6/27/2022	5
39	23421	Service Line	Ascot Ave	7/5/2022	7/6/2022	1
40	23428	Service Line	I Street	7/7/2022	7/7/2022	1
41	23432	Service Line	Dry Creek Rd	7/11/2022	7/14/2022	3
42	23435	Service Line	22nd Street	7/15/2022	7/26/2022	11
43	23443	Main	6th Street	7/20/2022	7/20/2022	1

44	23475	Service Line	E Street	7/25/2022	7/27/2022	2
45	23476	Service Line	Dutra Ct	7/25/2022	7/25/2022	1
46	23478	Service Line	Eloise Ave	7/26/2022	7/26/2022	1
47	23478	Service Line	Rio Linda Blvd	7/26/2022	7/26/2022	1



Information Items
Agenda Item: 7.2

Date: August 15, 2022

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

BOARD REPORTS

1. Report ad hoc committee(s) dissolved by requirements in Policy 2.01.065
2. Sacramento Groundwater Authority (Harris (primary)
3. Executive Committee – Gifford, Ridilla
4. ACWA/ACWA JPIA

SACRAMENTO GROUNDWATER AUTHORITY
**REGULAR MEETING OF THE BOARD OF
DIRECTORS**

Thursday, August 11, 2022; 9:00 a.m.

AGENDA

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

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection on SGA's website. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact cecilia@rwah2o.org. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Meeting Information:

SGA Board Meeting
August 11, 2022 09:00 AM (PDT)

Please join my meeting from your computer, tablet, or smartphone.

Join Zoom Meeting
<https://us06web.zoom.us/j/83430670593?pwd=T2hZOWVVCa3IRSjJEL1RZUjJtaWcrdz09>

You can also dial in using your phone.

United States: +16699006833
Meeting ID: 834 3067 0593 Passcode: 080640

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:** Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.
- 3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Board members may request an item be removed for separate consideration.

3a. Extend Resolution 2021-02, including requisite findings, to renew authorization to hold meetings of the Board of Directors via teleconference pursuant to Assembly Bill 361 until such time as the State of Emergency resulting from the COVID-19 pandemic no longer impacts the ability of Board members and the public to safely meet in person.

3b. Approve the minutes of June 9, 2022 Board meeting

Action: Approve Consent Calendar Items

4. **SACRAMENTO CENTRAL GROUNDWATER AUTHORITY INTEGRATION**
Information and Discussion: Jim Peifer, Executive Director
Action: Rescind the Memorandum of Understanding of a Strategy for Shared Operations of the Regional Water Authority, the Sacramento Groundwater Authority, and the Sacramento Central Groundwater Authority
5. **GROUNDWATER SUSTAINABILITY PROGRAM UPDATE**
Information and Presentation: Rob Swartz, Manager of Technical Services
6. **LEGISLATIVE/REGULATORY UPDATE**
Information and Presentation: Ryan Ojakian, Legislative and Regulatory Affairs Manager
7. **EXECUTIVE DIRECTOR'S REPORT**
8. **DIRECTORS' COMMENTS**

ADJOURNMENT

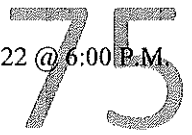
Next SGA Board of Director's Meetings:

October 13, 2022, 9:00 a.m. at the RWA/SGA office, 5620 Birdcage Street, Ste. 110, Citrus Heights, the location is subject to change depending on the COVID-19 emergency.

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

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

August 1, 2022 @ 6:00 P.M.



Visitors / Depot Center
 6730 Front St
 Rio Linda, CA

The meeting was called to order at 6:00 P.M. The meeting was attended by Director Gifford, Director Ridilla, General Manager Tim Shaw, and Contract District Engineer Mike Vasquez.

Call to Order: 6:00 P.M.

Public Comment: *There were no members of the public in attendance*

Items for Discussion:

1.	Engineers Update
<p><i>The Contract District Engineer presented his written report and provided additional updates on the pipe replacement project including current delays resulting from Sacramento County long lead times for approval of the traffic control plan. Another update provided was the Water Shortfall Contingency Plan, which needs to be adopted via Ordinance.</i></p>	
2.	Status update for Elkhorn & Rio Linda Blvd. lowering and raising water valves (raising iron).
<p><i>The Contract District Engineer provided an update to the written report. The update conveyed the relatively good news that staff has procured a reasonably priced, well-qualified service provider to raise the water boxes affected by the Sacramento County road work at Elkhorn and Rio Linda Blvd. A professional services agreement (contract) has been drafted and is ready for Board consideration.</i></p> <p><i>The Executive Committee forwarded the item onto the August 15th Board agenda with the Committee's recommendation for Board approval.</i></p>	
3.	Review and discuss the draft, final budget for fiscal year 2022-2023.
<p><i>The General Manager presented his written report and provided additional commentary on the fiscal challenges of mandated conservation coupled with higher than anticipated costs of service due to record inflation. The General Manager further explained ongoing refinements to the draft documents. Director Ridilla requested and received clarification on several aspects of the draft, final budget documents. The Committee also discussed the trend of higher costs and lower revenues (inflation and mandated conservation respectively), and the corresponding mitigation measures. Director Ridilla requested additional content in the budget to reflect the timing for existing loan maturity, i.e., when the loans will be paid off.</i></p> <p><i>The District Policy stipulation that the annual final budget adoption be performed via public hearing connotes a newspaper published public notice, which will run in the August 5th edition of The Rio Linda News. The public notice will inform RLECWD ratepayers of the public hearing scheduled for August 15th at 6:30 P.M.</i></p>	
4.	Report on the direct assessment of delinquent accounts due for submittal to Sacramento County on 8-1-2022.
<p><i>The General Manager presented his written report and generally described the process and submittals required by Sacramento County. The Committee also discussed the impacts already achieved, wherein one of the delinquent accounts paid off the delinquency in response to the notices staff distributed to the parcel owners listed in Exhibit A to Resolution 2022-06.</i></p>	
5.	Discuss the process for annual performance review of the General Manager.
<p><i>The General Manger presented his written report, which summarized the annual performance review process delineated in the General Manager's employment agreement (contract).</i></p>	

<p>6. Discuss alternate date and location for September Executive Committee meeting, first Monday is Labor Day.</p>
<p><i>The General Manager presented his written report and the Committee engaged in discussion of the alternatives. Director Ridilla reminded the Committee of his planned unavailability in the first half of September. The Committee directed staff to reach out to the Board President to assign a replacement Board Member for Director Ridilla in September.</i></p> <p><i>The September Executive Committee has been tentatively scheduled for 6:00 P.M. on September 6th at the New Beginnings Fellowship 7008 10th St. Rio Linda.</i></p>
<p>7. Evaluate the benefits of purchasing Kindle tablets for Board Members as an alternative to hardcopies of meeting packets.</p>
<p><i>The General Manager presented his written report and the Committee engaged in dialog regarding the level of acceptance and the cost avoidance potential. Director Ridilla opined that a 6-months return on investment is excellent.</i></p> <p><i>The Executive Committee forwarded the item onto the August 15th Board agenda with the Committee's recommendation for Board approval.</i></p>
<p>8. Discuss Expenditures for June 2022.</p>
<p><i>The Executive Committee forwarded this item onto the August 15th Board agenda with the Committee's recommendation for Board approval.</i></p>
<p>9. Discuss Financial Reports for June 2022.</p>
<p><i>The Executive Committee forwarded this item onto the August 15th Board agenda with the Committee's recommendation for Board approval.</i></p>

Directors' and General Manager Comments:

- a. ACWA Advisory on SB-222
- b. CalPERS Notification on investments performance (negative 6.1%)

Items Requested for Next Month's Committee Agenda

Adjournment

Next Executive Committee meeting: Tuesday September 6th 2022 New Beginnings Fellowship 7008 10th St. Rio Linda, CA.



Agenda Item: 8

Date: August 15, 2022

Subject: Public Comment for Closed Session

Staff Contact: Timothy R. Shaw, General Manager

8. PUBLIC COMMENT FOR CLOSED SESSION

Public comment for closed session items only. The public is invited to comment on any item listed on the closed session agenda. Each speaker is limited to 2 minutes.



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**Closed Session
Agenda Item: 9.1**

Date: August 15, 2022

Subject: Closed Session

Staff Contact: Timothy R. Shaw, General Manager

9. **CLOSED SESSION** - The Board of Directors will convene to Closed Session to discuss the following item.

9.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager: The Board will conduct a performance evaluation of the General Manager pursuant to subdivision (b) of California Government Code Section 54957.