

Rio Linda/Elverta Community Water District
Finance and Administrative Committee Meeting Minutes
December 10, 2018

Attendees: Director Mary Henrici, Director John Ridilla, and General Manager Tim Shaw were present.

Meeting was called to order by Director Henrici at 6:34 PM.

Public Comment. There was none.

Agenda Items

1. Review and discuss expenditures of the District for the month of November 2018.

Director Ridilla asked if the auditor's bill was the final bill. Manager Shaw said it was the last bill. Director Ridilla asked about the cost of the tree removal. Manager Shaw noted that this billing is the total cost. All items were in order.

The committee recommends approval to the full Board of Directors.

2. Review and discuss Financial Reports of the District for the month of November 2018.

There were no comments regarding the financial reports.

The committee recommends approval of the financial reports to the full Board of Directors.

3. Review Comprehensive Annual Financial Report CAFR.

In the context of the \$90/year subscription to obtain the economic statistics, which are immaterial for RLECWD, Manager Shaw noted that the District is not required to create this report. Director Henrici said the Grand Jury requested that the District perform this annual report in an effort to show transparency. It is also required for the GFOA certificate the District obtains annually.

The committee recommends approval to the full Board of Directors.

4. Continued discussion on Draft Ordinance to opt out of the inactive service fee.

The revised Ordinance was provided to the committee for review. Director Ridilla asked why the fee for disconnection was blank and a discussion ensued regarding the fee. It was felt by

the committee that the fee should be the actual staff cost for disconnection. Manager Shaw was asked to find out from legal counsel if it is possible to bill in this manner.

The committee recommends the Ordinance include a permanent disconnection fee that is based on actual staff time and that the Ordinance goes to the full board for approval. The earliest opportunity for Board approval is the Jan 28, 2019 meeting due to prescribed timelines for a Public Hearing.

5. Discuss California Employers Retiree Benefit Trust (CERBT) prefunding retiree medical insurance obligations.

Due to the low interest rate on our LAIF funds the committee felt that the money currently in the LAIF account should be put into the CERBT as an opening balance for the account. Additional funding could be considered at the midyear budget review.

The committee recommends opening a CERBT account with Cal Pers for funding of post-retirement medical insurance costs.

6. Discuss annual requirement of CalPERS for posting of updated employee pay scales.

Manager Shaw noted that PERS does not require a resolution to update the pay scales but this has been the practice of the District.

The committee recommends the updated employee pay scales go to the full Board for approval, noting that the Board lacks full discretion to reject the pay scale update because the annual Cost of Living Adjustment (COLA) is prescribed in the current MOU.

Directors' and General Manager comments not on the agenda.

There were none

Meeting adjourned at 7:05 p.m.