

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

New Beginnings Fellowship
 7008 10th St
 Rio Linda, CA 95673

September 7, 2021
 6:00 p.m.

Attendance: The meeting was called to order at 6:01 P.M. The meeting was attended by Director Reisig, Director Green, General Manager Tim Shaw, and Contract District Engineer Mike Vasquez.

Call to Order: 6:00 P.M.

Public Comment: None (no public members attended)

Items for Discussion:

1.	Update from Contract District Engineer.
	<i>The Contract District Engineer presented his written report and expounded upon plans for Dry Creek and Well 16 projects. Director Reisig asked about the status of the Doodle poll for the Well 16 Pumping Station. The General Manager responded that he would need to seek an update from the Administrative Assistant and follow up with the status. Director Green shared recommendation that the event be postponed or cancelled due to current circumstances including pandemic status.</i>
2.	Discuss the Status of the Annual Pipe Replacement RFP.
	<i>The Contract District Engineer presented his written report and provided an up to the minute status of negotiations with the second most qualified respondent (the first most qualified respondent having been deemed to include unreasonable cost for the services requested. Director Reisig inquired about the feasibility of a slight increase to the project budget for this year's project. The General Manager responded that a slight increase is feasible, and would work within the proposed FY 2021/2022 final budget to find additional funding, e.g. carry over from the previous year.</i> <i>The General Manager asked the Contract District Engineer if he believed the engagement contract with the second most qualified respondent could be ready by September 20th for Board consideration. The Contract Engineer opined that it's possible if the negotiations are finalized.</i> <i>The Executive Committee forwarded this item onto a future Board meeting agenda (September 20th if the contract is ready) with the Committee's recommendation for Board approval.</i>
3.	Discuss Adoption of the Fiscal Year 2021/2022 Final Budget.
	<i>The General Manager presented his written report and the draft final budget document. The General Manager explained that the Committee document is purely the tables of line items, and the customary narrative portion will be added to those tables for Board consideration. The General Manager also explained that it is unnecessary for the Committee to forward the item onto the September 20th Board agenda because a prior Board meeting already established such. The General Manager also explained that the public hearing notice associated with adopting a final budget has already been arranged.</i>
4.	Discuss the Request for Proposals (RFP) for 2020 Urban Water Management Plan Consultant.
	<i>The Contract District Engineer presented his written report and the draft RFP. The Contract District Engineer also reviewed the sequence of events subsequent to Board approval of the RFP, particularly the respondent ranking process. Director Green asked if EKI were to submit a response, would the Contract District Engineer have to recuse himself from the respondent ranking process. The Contract Engineer confirmed he would have to recuse, but was not sure whether EKI intended to submit.</i> <i>The General Manager explained that interaction between the District and respondents is particularly essential in this 2020 Urban Water Management Plan because the submittal is already past the due date, and the facts and circumstances entailed in documenting the District's progress (lack</i>

thereof) on mandated conservation (SB X 7 7) and water loss reduction makes it prudent that the consultant have experience and sound recommendations for such conditions.

The Executive Committee forwarded the draft RFP onto the September 20th Board agenda with the Committees recommendation for Board approval.

5. Discuss Water Efficiency, Conservation, and Water Loss Standards (SB 606/AB 1668, SB X7 7, and SB 555 respectively).

The General Manager presented his written report and cited various examples that illustrated general misconceptions about these laws. For example, there were repeated criticisms expressed by the organized opposition to rate restructuring which rationalized that fines for failing to meet water use efficiency standards would not happen until 2021, so the District is restructuring too soon. In contrast, the reporting requirements and other ramifications delineated in the statutes show much nearer-term consequences. The General Manager also placed focus on the length of time that SB 555 has been law, wherein the District has already submitted several years of Water Loss Audits to the Dept. of Water Resource, each one indicating the District's intent (albeit with an obvious lack of progress) to reduce water losses.

The General Manager then tied the various water efficiency, water conservation and water loss standards to the reporting requirements included in the 2020 Urban Water Management Plan. Essentially, if the Dept. of Water Resources finds that the District current progress (lack thereof) and stated plans for meeting the various standards are deemed insufficient by the Dept. of Water Resources, the District's ratepayer dollars spent on drafting a 2020 Urban Water Management Plan will be disappointing.

This was an informational item, i.e. no need to forward this item onto the September 20th Board agenda. The Board can discuss this item under the standing item for Board Reports.

6. Discuss the Report from the Sacramento Regional Water Utilities Collaboration Study.

The General Manager presented his written report and the associated study report. The report is quite voluminous and comprehensive. Directors Green and Reisig indicated that reviewing the entire report is time consuming. The General Manager suggested that the Executive Committee review the report over several, successive meetings.

The Executive Committee directed staff to place an item on the next two Executive Committee agendas (October and November 2021) to allow sufficient time and resources to review the comprehensive report.

7. Discuss the need for, timing of, and logistics for RLECWD outreach to customers regarding relief for delinquent account status due to COVID19 (item requested by Director Reisig).

The General Manager presented his written report and the documents associated with this item. The crux of this issue is the funding for delinquent ratepayer accounts through the State Water Resources Control Board (SWRCB). The SWRCB has created a mandatory survey, which is 18-pages long. Water agencies are mandated to complete the survey by Friday, September 10th or else be deemed ineligible for reimbursement of delinquent accounts "arrearages". Further, SWRCB has indicated enforcement actions are possible, including fines, for failing to complete the survey prerequisite.

Once the survey is completed and deemed acceptable by SWRCB, the outreach to RLECWD delinquent customers will be scripted. An item is to be placed on the September 20th Board agenda to increase the chances of reaching customers with a need to know about this funding option.

8. Discuss the status and reporting practices associated with leaks on service lines.

The General Manager presented his written report and the spreadsheet prepared by the Operations Superintendent regarding the status of leaks and corresponding repairs.

The Executive Committee directed staff to make this report a standing item for Committee and Board meetings.

<p>9. Discuss Expenditures for July 2021.</p>
<p><i>Director Reisig requested addition detail on the “monthly transfer for Capital Improvement”. Director Reisig recognized that the monthly amount is larger than is typical. The larger amount reflects and end of fiscal year transition from preliminary budget to final budget. Unspent funding from the fiscal year 2020-2021 budget is transferred to capital budget until the final budget is adopted, which allocates carryover as deemed appropriate by the Board. Subsequent to the final budget adoption, staff will reconcile the transfer.</i></p> <p><i>The Executive Committee forwarded the Expenditures report onto the September 20th Board agenda with the Committee’s recommendation for Board approval.</i></p>
<p>10. Discuss Financial Reports for July 2021</p>
<p><i>The Executive Committee forwarded the Financial Reports onto the September 20th Board agenda with the Committee’s recommendation for Board approval.</i></p>

Directors’ and General Manager Comments:

*The General Manager reminded the Committee that the Sacramento LAFCo nomination process timing requires that the Board take action at the September 20th Board meeting **IF** it wants to nominate a RLECWD Board Member for one of the LAFCo seats up for election.*

Items Requested for Next Month’s Committee Agenda

Extended review of the Collaboration Study.

Adjournment: 8:00 P.M.