

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

Visitors / Depot Center  
6730 Front St. Rio Linda, CA  
April 8, 2026 (6:00 P.M.)

**Director Anthony Cline will participate remotely from:  
575 Market St. Suite 3750  
San Francisco, CA 94105**

*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. 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 agenda item during the Board's consideration of that item. Public comment on items appearing on this agenda are 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 24 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,**

**2. PUBLIC COMMENT**

*2.1. Members of the public are invited to speak to the Board regarding items that are on the agenda. Each speaker may address the Board once under Public Comment for a limit of 2 minutes. (Policy Manual § 2.01.160).*

**3. Consider Approving a Professional Services Agreement with CPS HR for Recruiting a new General Manager.**

**4. Consider Designating a Negotiator of Collective Bargaining with the RLECWD General Unit.**

**5. Consider Appointing a MOU Renewal Negotiations Ad Hoc Committee**

**6. Public Comment Prior to Closed Session.**

**7. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO CONFERENCE WITH ITS NEGOTIATOR(S) :**

**7.1. *Conference with Labor Negotiators***

Pursuant to California Government Code section 54957.6

*Agency's Designated Representative: Named in preceding open session*

*Employee Organization: Teamsters Local 150*

**8. RETURN TO OPEN SESSION, REPORORTABLE ACTIONS FROM CLOSED SESSION**

**9. ADJOURNMENT –**



## Items for Discussion and Action Agenda Item: 3

**Date:** April 8, 2026

**Subject:** Engagement of Recruitment Services for General Manager

**Staff Contact:** Timothy R. Shaw, General Manager

**Recommended Committee Action:**

N/A – This item was not discussed at Committee..

**Current Background and Justification:**

This item was discussed at the March 11<sup>th</sup> special meeting and followed up via discussions between the Chair and the General Manager.

If approved by the Board, the proposal from CPS HR for recruitment services would be integrated into a standard form professional services agreement.

**Conclusion:**

Sample Motion: Move to accept the proposal from CPS HR and authorize execution of a professional services agreement.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

CALIFORNIA  
TEXAS  
COLORADO  
OHIO



PROPOSAL

# Rio Linda Elverta Community Water District

Executive Recruitment Services for General Manager

**March 27, 2026**

Submitted by:  
**Melissa Asher**  
Chief of Client Services

CPS HR Consulting, 2450 Del Paso Road, Suite 220, Sacramento, CA 95834

P: (916) 471-3358, [masher@cpsshr.us](mailto:masher@cpsshr.us)

Tax ID: 68-0067209

[www.cpsshr.us](http://www.cpsshr.us)

March 27, 2026

Timothy Shaw, General Manager  
Rio Linda Elverta Community Water District  
730 L ST  
Rio Linda, CA 95673

***Submitted via email to: GM@RLECWD.COM***

**Subject: Executive Recruitment Services for General Manager**

Dear Mr. Shaw,

CPS HR Consulting (CPS HR) is pleased to have the opportunity to submit a proposal to assist the Rio Linda Elverta Community Water District (District) with the recruitment of a new General Manager. We are uniquely qualified to undertake this effort as we have vast experience in assisting public agencies with executive search, screening, and placement. We have 40 years of experience providing human resources services to state and local government agencies and non-profit organizations, and over 20 years of experience placing top executives in public agencies throughout the United States.

***In the past three years, we have served more than 300 Special District clients nationally.***

We understand that each agency is unique, and our extensive experience allows us to tailor our process to specifically meet your needs. Our work with local government agencies throughout the United States gives us an in-depth understanding of government operations, programs, and services.

CPS HR offers a broad spectrum of human resource services while delivering personalized, results-oriented services, utilizing best practice methods of recruitment and selection strategies from our team of recruitment experts. Each recruitment is an opportunity to shape and prepare your organization for the future. We understand how important these transitions are and are perfectly placed to assist you in these endeavors. Once a project begins, we will work with the District to tailor our process to highlight the exciting opportunity and attract the best possible candidates.

***CPS HR is a Partner of the California Special Districts Association (CSDA).*** CSDA has teamed up with CPS HR Consulting to provide CSDA members with exclusive access to our Human Resources Service offerings. As CSDA **Partners**, we are privileged to serve CSDA member agencies, like yours, by providing access to skilled public sector HR Consultants who possess a deep bench of expertise, while providing guidance through our **Executive Search**, HR Membership, HR On-Demand, training, and classification and compensation services.

It is our commitment to work in partnership with your organization to successful results.



Thank you for the opportunity to be considered for this engagement, we look forward to continuing our relationship with the District. Should you have questions or comments about the information presented in this proposal, **please contact me at (916) 471-3358 or via email at [masher@cpshr.us](mailto:masher@cpshr.us).**

Sincerely,

A handwritten signature in blue ink that reads "Melissa Asher".

Melissa Asher  
Chief of Client Services

## Scope of Work

Our proposed executive search process is designed to provide the District with the full range of services required to ensure the ultimate selection of a new General Manager uniquely suited to the District's needs.



**Phase I:** Our consultant will meet with the Board to ascertain the District’s needs and ideal candidate attributes, to target our search efforts, and maximize candidate fit with the District.

**Phase II:** The recruitment process is tailored to fit the District’s specific wants and needs, with targeted advertising, combined with contacts with qualified individuals from our extensive database and new research in the market.

**Phase III:** The selection process is customized for the District. CPS HR will work with the Board to determine the process best suited to the District.

**Below is a breakdown of the services included in each recruitment option.**

| Task  | Description                               | Outreach | Partial | Full |
|---|---|----------|---------|------|
| <b>Phase I - Develop Candidate Profile and Recruitment Strategy</b> |   |          |         |      |
| 1   | Finalize Schedule                         |          | X       | X    |
| 2   | Hold Key Stakeholder Meetings             | X        | X       | X    |
| 3   | Develop Candidate Profile                 | X        | X       | X    |
| 4   | Develop Recruitment Brochure              | X        | X       | X    |
| <b>Phase II – Aggressive, Proactive, and Robust Recruitment</b>     |   |          |         |      |
| 1   | Place Ads                                 | X        | X       | X    |
| 2   | Identify and Contact Potential Candidates | X        | X       | X    |
| 3   | Review Application Materials              |          | X       | X    |
| 4   | Conduct Screening Interviews              |          | X       | X    |
| 5   | Submit Client Report                      |          | X       | X    |
| 6   | Client Meeting to Select Semifinalists    |          | X       | X    |
| 7   | Notify Candidates                         |          | X       | X    |

| Phase III – Selection |   |  |  |   |
|-----------------------|---|--|--|---|
| 1                     | Prepare Assessment                      |  |  | X |
| 2                     | Schedule Candidates; Coordinate Travel  |  |  | X |
| 3                     | Prepare Evaluation manuals              |  |  | X |
| 4                     | Facilitate Finalist Selection Process   |  |  | X |
| 5                     | Conduct Reference and Background Checks |  |  | X |
| 6                     | Assist in Negotiation (if requested)    |  |  | X |

**Phase I:**

- Meet with the Board and any appropriate District stakeholder(s) to gather information on the organization and to develop the specifications and ideal candidate profile for the new General Manager.
- Review of job duties and compensation for marketability.
- Coordinate with the Board on development of a recruitment brochure for the General Manager; prepare brochure design.
- Complete recruitment brochure and post brochure on CPS HR website.

**Phase II:**

- Conduct aggressive outreach by initiating contact with potential applicants and with referral sources (this includes e-mailing/texting appropriate government management professionals from our database, conducting extensive outreach via LinkedIn, conducting research on likely qualified candidates, and contacting candidates from prior recruitments who may be interested and a good fit for the General Manager’s position).
- Place ads in agreed upon professional and affiliate websites to attract candidates on a nationwide, regional, local or targeted basis based on the recruitment strategy.
- Distribute brochure/job announcement.
- Receive all resumes and acknowledge receipt thereof.
- Respond to inquiries from applicants and potential applicants.
- Keep client posted on recruitment progress.
- Review application materials and identify candidates for further consideration.
- Conduct preliminary screening interviews.
- Submit “Client Report” (includes resumes, summary of resumes, notes, overview).
- Meet with the Board to discuss the report and the results of the screening interviews in order for the District to identify an appropriate number to interview as finalists (or semi-finalists).
- Notify all applicants of status in the recruitment.

**Phase III:**

- Prepare an assessment process for finalists in coordination with the District.
- Schedule candidates for participation in the finalist assessment; send invitations to candidates and coordinate travel/accommodations.
- Prepare evaluation materials.
- Facilitate finalist assessment process in coordination with the District.
- Conduct reference and background checks on top identified candidate(s) following assessment process.
- Assist the District in negotiation of terms of employment (if desired).

**Similar Recruitment Listing**

| Agency   | Title   | Year Completed |
|--|---|----------------|
| Fair Oaks Recreation and Park District, CA               | District Administrator                                  | Current        |
| Amador Water Agency, CA                                  | General Manager   | Current        |
| Stege Sanitary District, CA                              | General Manager   | Current        |
| City and County of San Francisco, CA                     | General Manager –<br>Recreation and Parks<br>Department | Current        |
| South Suburban Park & Recreation District, CO            | Executive Director                                      | 2025           |
| City of Golden, CO                                       | Director of Parks and<br>Recreation                     | 2025           |
| Tahoe-Truckee Sanitation Agency, CA                      | General Manager   | 2025           |
| Town of Discovery Bay Community Services District,<br>CA | Assistant General Manager                               | 2025           |
| Southwest Ohio Regional Transit Authority, OH            | Chief Executive Officer /<br>General Manager            | 2025           |
| Goleta West Sanitary District, CA                        | General Manager   | 2025           |
| My Sister’s House, CA                                    | Chief Executive Officer                                 | 2025           |
| El Dorado Irrigation District, CA                        | General Manager   | 2025           |
| City of Aurora, CO                                       | Director of Parks,<br>Recreation & Open Space           | 2024           |
| Stege Sanitary District, CA                              | District Manager  | 2024           |
| Ojai Valley Sanitary District, CA                        | General Manager   | 2024           |
| Santa Lucia Community Services District, CA              | General Manager   | 2024           |
| South Placer Municipal Utility District, CA              | General Manager   | 2024           |

|   |  |      |
|---|--|------|
| Ironhouse Sanitary District, CA                       | General Manager  | 2024 |
| City of San Jose, CA                                  | Regional Wastewater Facility General Manager                           | 2024 |
| Harlingen Waterworks Systems, TX                      | Assistant General Manager  | 2024 |
| City and County of San Francisco, CA                  | Assistant General Manager, Wastewater Enterprise (Outreach)            | 2024 |
| Utah Transit Authority, UT                            | General Manager  | 2024 |
| North San Joaquin Water Conservation District, CA     | General Manager  | 2023 |
| Coastside County Water District, CA                   | Assistant General Manager  | 2023 |
| Sierra Lakes County Water District, CA                | General Manager  | 2023 |
| Central Contra Costa Sanitary District, CA            | Deputy General Manager   | 2023 |
| North of the River Recreation & Park District, CA     | General Manager  | 2023 |
| Selma-Kingsburg-Fowler County Sanitation District, CA | General Manager  | 2023 |
| East Bay Regional Park District, CA                   | Assistant General Manager of Acquisition, Stewardship, and Development | 2023 |
| East Bay Regional Park District, CA                   | Assistant General Manager of Operations                                | 2023 |
| City of Grand Prairie, TX                             | Epic General Manager (Outreach)  | 2022 |
| Indian Wells Valley Water District, CA                | General Manager  | 2022 |
| San Diego County Water Authority, CA                  | General Counsel  | 2022 |
| Texas Recreation & Park Society, TX                   | Executive Director   | 2022 |
| Mid-Peninsula Water District, CA                      | General Manager  | 2022 |
| East Bay Regional Park District, CA                   | General Manager  | 2021 |
| Metropolitan Transportation Commission, CA            | General Counsel  | 2020 |
| Alderwood Water and Wastewater District, WA           | General Manager  | 2020 |
| Elk Grove Water District, CA                          | Program Manager  | 2020 |
| City of Ontario, CA                                   | Assistant General Manager  | 2020 |
| City of Redlands, CA                                  | Director of Municipal Utilities and Engineering                        | 2020 |
| Carmichael Water District, CA                         | General Manager  | 2020 |
| Hayward Area Recreation and Park District, CA         | General Manager  | 2020 |

## Timeline

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The project team CPS HR has selected is prepared to begin work upon receipt of a fully-executed contractual agreement. All search activities up to and including the selection of a new General Manager can be completed in 12 to 14 weeks. The precise schedule will depend on the placement of advertising on appropriate professional and affiliate websites, and the ability to schedule, as quickly as possible, the initial meeting.

## Project Team

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CPS HR has assembled a strong project team with each member possessing extensive recruiting experience and a direct, in-depth understanding of local government. Mr. Erich WonSavage will serve as your dedicated project manager throughout this recruitment process. Mr. WonSavage will be joined by associate executive recruiter, Ms. Fatima Nukic. The team will leverage the knowledge and experience of our entire recruitment team in order to provide you with the best possible recruitment experience. We will not utilize subcontractors for these services. No staff member will be removed or replaced without the prior written concurrence of the District. Their resumes follow.

| Role/Project Assignment       | Name            | Phone          | Email                |
|-------------------------------|-----------------|----------------|----------------------|
| Executive Recruiter           | Erich WonSavage | (916) 471-3115 | ewonsavage@cpsshr.us |
| Associate Executive Recruiter | Fatima Nukic    | (916) 471-3308 | fnukic@cpsshr.us     |

## **Erich P. Won Savage, Principal Executive Recruiter, MSM, PHR, SHMR-CP**

A seasoned and results-driven human resources leader, Erich brings over 20 years of public sector experience driving strategic HR initiatives that enhance organizational performance. With deep expertise across talent acquisition, workforce planning, employee relations, compensation design, and executive coaching, he has led full-cycle recruiting efforts, including executive-level searches, and executed large-scale organizational restructures. From developing leadership academies and succession planning frameworks to mediating complex employee relations issues and designing equitable compensation strategies, Erich is known for crafting sustainable solutions rooted in data, compliance, and employee engagement. His collaborative leadership style and commitment to operational excellence has made him a trusted advisor to senior leadership, guiding culture transformation, performance management, and DEI-focused strategies.

### **Employment History**

- Principal Executive Recruiter, CPS HR Consulting 04/2025-Present
- Chief Human Resources Officer, Poudre School District 07/2022 – 08/2024
- HR Director, WellPower 06/2018 – 07/2022
- HR Director, South Suburban Parks & Recreation, 04/2017 – 06/2018
- HR Director, City of Littleton, 02/2008 -04/2017
- HR Director, South Metro Fire Rescue, 03/2006 -02/2008
- HR Manager, Mental Health Center of Denver, 06/1999 -03/2006

### **Education and Certifications**

- Master of Science Degree in Management & Human Resources, Regis University
- Bachelor's Degree in Communications & Business, University of St. Thomas
- Professional in Human Resources (PHR), HRCI
- SHRM-CP, Society for Human Resources Management (SHRM)
- Certificate in Organizational Development, Employer's Council
- Certificate in People Analytics, HRCI
- Certified MBTI (Meyers Briggs) Facilitator, CPP, Inc.
- Radical Collaboration Trainer, The Schutz Company
- Certified Mediator, Mars Dixon & Associates
- Certified Plan Sponsor Professional (CPSP), American Retirement Association

### **Community Leadership & Activities**

- SHRM San Diego

- San Diego HR Forum
- North County HR Community

## **Fatima Nukic, Associate Executive Recruiter**

### **Profile**

Fatima Nukic has over ten years of professional experience in the public sector. She has assistant on a wide range of recruitments for county, city, special district, and association executives including executive director, city attorney, police chief, human resources director, finance director, health and human services director, risk manager, environmental resources director, to name a few. Ms. Nukic is an action-oriented and results-driven leader who thrives on finding new ways to promote recruitments and finding ideal candidates. She brings an extensive background in promoting, sourcing, and social media marketing to her role as an Associate Executive Recruiter at CPS HR Consulting.

### **Employment History**

- Associate Executive Recruiter, CPS HR Consulting
- Executive Search Technician, CPS HR Consulting
- Office Manager/HR, DMD Express
- Guest Representative, The Mirage Hotel and Casino
- Department Manager, Albertsons

### **Professional Experience**

- Various administrative duties, such as research, scheduling appointments, handling client/candidate questions, filing, data entry, answering telephones, and operating various office equipment. Process contracts and coordinate client invoices.
- Proofread, edit, copy, assemble, and mail documents and reports. Communicate with clients and candidates - this typically involves answering questions, providing information, resolving issues, and writing letters and e-mails.
- Process, code and review expense claims, candidate fees/refunds, invoices and other payments. Enter information into applicant tracking system, and other assignments as needed.

### **Education**

- Project Management Certificate-CSUS College of Continuing Education
- Bachelor of Science in Business Administration-University of Nevada, Las Vegas
- Bachelor of Arts, German Studies-University of Nevada, Las Vegas

## Professional Fees and Guarantee

### Professional Services

Our professional fixed fee covers all CPS HR services associated with the recruitment process, including the necessary field visits. Travel expenses for candidates who are invited forward in the interview process are not included in the fixed fee.

| Professional Fixed Fees*                |          |
|---|----------|
| Full Recruitment – Phase I, II, and III | \$30,000 |

\*Professional fees would be billed and paid monthly.

### One-Year Service Guarantee

If the employment of the candidate selected and appointed by the District as a result of a **full executive recruitment (Phases I, II, and III)** comes to an end before the completion of the first year of service, CPS HR will provide the District with professional services to appoint a replacement. Professional consulting services will be provided at no cost. The District would be responsible only for expenses such as re-advertising, consultant travel, additional background checks, etc. **This guarantee does not apply to situations in which the successful candidate is promoted or re-assigned within the organization during the one-year period.** Additionally, should the initial recruitment efforts not result in a successful appointment, CPS HR will extend the aggressive recruiting efforts and screen qualified candidates until an offer is made and accepted.



*We thank you for your consideration of our proposal. We are committed to providing high quality and expert solutions and look forward to partnering with the Rio Linda Elverta Community Water District in this important endeavor.*



## Items for Discussion and Action

### Agenda Item: 4

**Date:** April 8, 2026

**Subject:** Designating a Labor Negotiator of MOU Renewal Negotiations

**Staff Contact:** Timothy R. Shaw, General Manager

**Recommended Committee Action:**

N/A – This item was not discussed at Committee.

**Current Background and Justification:**

RLECWD has received a formal request from Teamsters Local 150 to initiate MOU renewal negotiations.

Current District policy stipulates that the General Manager is the designated negotiator. However, due to extenuating circumstances, it is necessary and appropriate for the Board to designate a negotiator other than the General Manager.

**Conclusion:**

Sample Motion – Move to designate \_\_\_\_\_ as the Labor Negotiator for MOU renewal negotiations.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
**(A) Yea (N) Nay (Ab) Abstain (Abs) Absent**



## Items for Discussion and Action

### Agenda Item: 5

**Date:** April 8, 2026

**Subject:** Appointing a Negotiations Ad Hoc Committee

**Staff Contact:** Timothy R. Shaw, General Manager

**Recommended Committee Action:**

The March 11<sup>th</sup> Executive Committee recommended that Directors Young and Liverett be appointed to the MOU Renewal Negotiations Ad Hoc Committee.

**Current Background and Justification:**

Appointing an ad hoc committee for labor negotiations streamlines (relatively) the negotiations process. That way, it is not necessary to have a full board meeting for each iteration of counter proposals.

The Negotiations Ad Hoc Committee cannot approve proposed items. The Ad Hoc Committee can only provide tentative agreements, which have to be subsequently approved / disapproved by the Board.

**Conclusion:**

Sample Motion – Move to appoint Directors \_\_\_\_\_ and \_\_\_\_\_ to the Negotiations Ad Hoc Committee.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



## **Agenda Item: 6**

**Date:** April 8, 2026

**Subject:** Public Comment for Closed Session

**Staff Contact:** Timothy R. Shaw, General Manager

### **6. 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.



## **Closed Session Agenda Item: 7**

**Date:** April 8, 2026

**Subject:** Closed Session

**Staff Contact:** Timothy R. Shaw, General Manager

**7 - CLOSED SESSION** - The Board of Directors will convene to conference with its labor negotiator(s):

***Conference with Labor Negotiators***

Pursuant to California Government Code section 54957.6

*Agency's Designated Representative: Named in preceding open session*

*Employee Organization: Teamsters Local 150*



## Reconvene Open Session Agenda Item: 8

**Date:** April 8, 2025

**Subject:** Report of Action Taken in Closed Session

**Staff Contact:** Timothy R. Shaw, General Manager

### **8. Return to Open Session, Report of Action Taken in Closed Session.**

Announce any reportable actions authorized in closed session.

#### **Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline:\_\_\_\_ Gifford:\_\_\_\_ Green \_\_\_\_\_Liverett \_\_\_\_\_Young\_\_\_\_\_.

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