

RESOLUTION NO. 2019-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA
COMMUNITY WATER DISTRICT NOMINATING ITS ACWA/JPIA BOARD
MEMBER TO THE CALIFORNIA WATER INSURANCE FUND BOARD
AN ACWA JPIA CAPTIVE INURANCE COMPANY**

WHEREAS, this district is a member district of the ACWA JPIA that participates in the JPIA's Liability Program and at least one of the other programs, Property, Workers' Compensation, and Employee Benefits; and

WHEREAS, the Nominating Procedures for the California Water Insurance Fund Board provide that in order for a nomination to be made to California Water Insurance Fund Board, the member district must place into nomination its member of the ACWA JPIA Board of Directors for such open position;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rio Linda/Elverta Community Water District that its member of the ACWA JPIA Board of Directors, Paul R. Green Jr. be nominated as a candidate for the **California Water Insurance Fund Board** for the election to be held on May 6, 2019.

BE IT FURTHER RESOLVED that the ACWA JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to affect such nomination.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 4th day of March 2019. By the following vote: 3-0-0

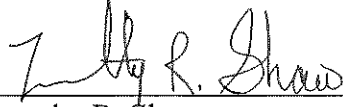
AYES: Paul R. Green Jr., Mary Harris, and Jason A. Green

NAYS: None

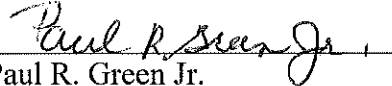
ABSENT: None

ABSTAIN: None

ATTEST:



Timothy R. Shaw
Secretary of the Board of Directors



Paul R. Green Jr.
Vice-President, Board of Directors

RESOLUTION NO. 2019-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA COMMUNITY WATER DISTRICT CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY (“ACWA JPIA”)

WHEREAS, this district is a member district of the ACWA JPIA; and

WHEREAS, the Bylaws of the ACWA JPIA provide that in order for a nomination to be made to ACWA JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another ACWA JPIA member district, the Yuba County Water Agency (Yuba Water Agency), has requested that this district concur in its nomination of its member of the ACWA JPIA Board of Directors to the **Executive Committee** of the ACWA JPIA;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rio Linda/Elverta Community Water District that this district concur with the nomination of Brent Hastey of Yuba County Water Agency to the **Executive Committee** of the ACWA JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 25th day of February 2019. By the following vote: 4-0-0

AYES: Brent Dills, Mary Harris, Paul Green Jr. and John Ridilla

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File
John Ridilla
President, Board of Directors

Signature on File
Timothy R. Shaw
Secretary of the Board of Directors

RESOLUTION NO. 2019-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA
COMMUNITY WATER DISTRICT ACCEPTING AN IRREVOCABLE OFFER OF
DEDICATION OF WELL 16 SITE**

WHEREAS, Elverta Associates, LLC, a California limited liability corporation, owns an approximately 1.11 acre well site located in Sacramento County, commonly known as Well 16 site (“Property”) which is more fully described in the Irrevocable Offer of Dedication and Grant Deed (“Offer of Dedication and Deed”), attached as Exhibit A; and

WHEREAS, California Government Code 27281 requires the legislative body of the Rio Linda Elverta Community Water District (“District”) to authorize acceptance of an irrevocable offer of dedication by execution of a certificate of acceptance; and

WHEREAS, the District has reviewed the Offer of Dedication and Deed and determined it is satisfactory and ready for acceptance; and

WHEREAS, the District desires to accept the Offer of Dedication and Deed in order to confirm the use of the of the Property as a well site.

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

1. The Board of Directors hereby finds and determines that the recitals above are true and correct and are hereby incorporated into this Resolution as though fully set forth herein.
2. The Board of Directors accepts Elverta Associates, LLC’s Irrevocable Offer of Dedication and Grant Deed, attached as Exhibit A hereto, and incorporated by this reference.
3. The Board of Directors hereby authorizes the General Manager to execute the Certificate of Acceptance attached to the Irrevocable Offer of Dedication and Grant Deed on behalf of the Rio Linda/Elverta Community Water District.
4. Upon General Manager’s execution of the Certificate of Acceptance, the Board of Directors directs the General Manager to cause recordation of this Resolution, the Irrevocable Offer of Dedication and Grant Deed, and any such other documents and instruments as may be necessary or convenient to accept the Irrevocable Offer and Grant Deed, with the Office of the Clerk-Recorder of the County of Sacramento.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 25th day of February 2019. By the following vote: 4-0-0

AYES: Brent Dills, Mary Harris, Paul Green Jr., John Ridilla

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File

John Ridilla

President, Board of Directors

Signature on File

Timothy R. Shaw

Secretary of the Board of Directors

RESOLUTION NO. 2019-04

**A RESOLUTION IN APPRECIATION FOR OUTSTANDING PUBLIC SERVICE BY
BRENT DILLS**

WHEREAS, Brent Dills was elected to the RLECWD Board of Directors in 2012, and

WHEREAS, Brent Dills has shown exceptional leadership in service to our community through serving as Board President, Chair of the Planning Committee, member of the Finance/Admin Committee and District representative to Regional Water Authority Board of Directors, and

WHEREAS, Brent Dills has brought respect, honor and integrity to the Rio Linda Elverta Community Water District through leading by example, exhibiting the highest level of ethics and maintaining a superior moral character, and

WHEREAS, Brent Dills has volunteered numerous hours, incurred personal sacrifice and exhibited outstanding community spirit in his service, acting as an agent of change, while maintaining a demeanor that made working with him a pleasure, and

WHEREAS, Brent Dills' unwavering commitment, willingness and ability to understand and respond to the concerns of the people of Rio Linda Elverta Community Water District has made a substantial contribution to the betterment of the District;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rio Linda/Elverta Community Water District does hereby commend Brent Dills for his legacy of dedication, enthusiasm, and outstanding public service given to the Rio Linda Elverta Community Water District for the past seven years.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 20th day of May 2019. By the following vote: 3-0-0

AYES: John Ridilla, Mary Harris and Jason Green

NAYS: None

ABSENT: None

ABSTAIN:None

ATTEST:

Signature on File
John Ridilla
President, Board of Directors

Signature on File
Timothy R. Shaw
Secretary of the Board of Directors

RESOLUTION NO. 2019-05

**A RESOLUTION IN APPRECIATION FOR OUTSTANDING PUBLIC SERVICE BY
PAUL R. GREEN Jr.**

WHEREAS, Paul Green was elected to the RLECWD Board of Directors in 2012, and

WHEREAS, Paul Green has shown exceptional leadership in service to our community through serving as Vice President of the Board, the District's representative to Sacramento County LAFCo, Sacramento Groundwater Authority, and Association of California Water Agencies, and

WHEREAS, Paul Green has brought respect, honor and integrity to the Rio Linda Elverta Community Water District through leading by example, exhibiting grace and maintaining a superior moral character, and

WHEREAS, Paul Green has volunteered numerous hours, incurred personal sacrifice and exhibited outstanding community spirit in his service, acting as an ambassador for our community, while maintaining a demeanor that made working with him a pleasure, and

WHEREAS, Paul Green's charm and ability to engage and respond to the concerns of the people of Rio Linda Elverta Community Water District, as well as our region's political leaders, have made a substantial contribution to the betterment of the District;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rio Linda/Elverta Community Water District does hereby commend Paul Green for his legacy of dedication, enthusiasm, and outstanding public service given to the Rio Linda Elverta Community Water District for the past seven years.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 20th day of May 2019. By the following vote: 3-0-0

AYES: John Ridilla, Mary Harris and Jason Green

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File
John Ridilla
President, Board of Directors

Signature on File
Timothy R. Shaw
Secretary of the Board of Directors

RESOLUTION NO. 2019-06

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA
COMMUNITY WATER DISTRICT TO AMEND EXHIBIT 5 SERVICE FEES AND
CHARGES OF ORDINANCE 2013-01**

WHEREAS, pursuant to California Constitution, Article XIII D the Rio Linda Elverta Community Water District Board of Director approved Ordinance 2013-01 on October 21, 2013, and

WHEREAS, Exhibit 5 of Ordinance 2013-01, Service Fees and Charges includes a fee for District processing of Service Applications, and

WHEREAS, the reasonable relationship between the District's cost of processing Service Applications and the fee established in Exhibit 5 of Ordinance 2013-01 has changed due to a decrease in the average staff time expended per Service Application processed, and

WHEREAS, an internal study of the current time and cost expended for each Service Application has been completed, which supports the decrease in the fee amount.

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

1. The Service Application Fee detailed in Exhibit 5 of Ordinance 2013-01 shall be decreased from the current fee of \$50. The new fee shall be \$25 per service application for existing meters.
2. Because the fee adjustment is a decrease, the effective date of the change will be May 21, 2019.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 20th day of May 2019. By the following vote: 3-0-0

AYES: John Ridilla, Mary Harris and Jason Green

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File
John Ridilla
President, Board of Directors

Signature on File
Timothy R. Shaw
Secretary of the Board of Directors

RESOLUTION NO. 2019-07

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA COMMUNITY WATER DISTRICT TO AMEND CHAPTER 3.07 OF TITLE 3 OF THE POLICY MANUAL

WHEREAS, the District adopted Resolution 1996-11-02 on November 20, 1996, adding Title 3-Finance to the Rio Linda Elverta Community Water District Policy Manual (“Policy Manual”); and

WHEREAS, the District seeks to clarify the process for budget adoption and amendments including in the Policy Manual through the adoption of this resolution by amending Chapter 3.07 of Title 3-Finance of the Policy Manual; and

WHEREAS, the District finds it is more appropriate to conduct a public hearing in conjunction with adoption of the final budget instead of in conjunction with approval of the preliminary or draft budget; and

WHEREAS, the District has observed the necessity and appropriateness of prescribing a budget revision process, for both minor and substantive revisions to the adopted budget to address costs and requirements which may have not been present at the adoption of the final budget.

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

1. Chapter 3.07 of Title 3 of the District Policy Manual shall be revised as detailed in Exhibit A.
2. The effective date will be immediately following the adoptions of this resolution by the Board of Directors, i.e. June 17, 2019.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 17th day of June 2019. By the following vote: 3-0-0

AYES: John Ridilla, Mary Harris and Jason Green

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File
John Ridilla
President, Board of Directors

Signature on File
Timothy R. Shaw
Secretary of the Board of Directors

EXHIBIT A

Chapter 3.07 BUDGET

(Resolution 1996-11-02; revised by Resolution 2019-07)

Sections:

3.07.100 Presentation and Review

3.07.200 Public Hearing

3.07.300 Adoption

3.07.400 Revisions to the Final Budget

3.07.500 Minor Revisions by the GM

3.07.100 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).

3.07.200 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.

3.07.300 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.

3.07.400 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.

3.07.500 Minor Revisions and reallocations 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.

RESOLUTION No. 2019-08

**A RESOLUTION ESTABLISHING FISCAL YEAR 2019-20 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, 2019 and ending June 30, 2020; and

WHEREAS, the District has prepared a budget setting forth the dollar amounts proposed for operating the District: \$2,316,891.00 and for capital improvements: \$2,887,500.00; 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 17, 2019; and

WHEREAS, a noticed public hearing was held August 19, 2019 for the purpose of receiving public comment on the proposed Fiscal Year 2019-20 Operating and Capital Improvement Budget.

NOW THEREFORE, BE IT RESOLVED by the Rio Linda / Elverta Community Water District Board of Directors that the attached 2019-20 Fiscal Year Operating and Capital Improvement Budget is hereby approved and appropriated for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 19th day of August 2019. By the following vote: 5-0-0

AYES: Robert Reisig, Mary Harris, John Ridilla, Chris Gifford and Jason Green

NAYS: No

ABSENT: No

ABSTAIN: No

ATTEST:

Signature on File _____
John Ridilla
President, Board of Directors

Signature on File _____
Timothy R. Shaw
Secretary of the Board of Directors

RESOLUTION NO. 2019-09

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIO LINDA/ ELVERTA
COMMUNITY WATER DISTRICT TO AMEND EXHIBIT 5 SERVICE FEES AND
CHARGES OF ORDINANCE 2013-01
Bank Declined Payments Fee**

WHEREAS, pursuant to California Constitution, Article XIII D, the Rio Linda Elverta Community Water District Board of Director approved Ordinance 2013-01 on October 21, 2013, and

WHEREAS, Exhibit 5 of Ordinance 2013-01, Service Fees and Charges includes a fee for District processing of payments made with returned checks, Non-Sufficient Funds (NSF), and

WHEREAS, a similar fee is now necessary and appropriate for processing payments from customers using the Automated Clearing House (ACH) payment method where the transaction is declined by the customers' banks, and

WHEREAS, the reasonable relationship between the District's cost of processing NSF checks and declined ACH payments and the fee established in Exhibit 5 of Ordinance 2013-01 has been evaluated to correspond with current bank charges to the District and the average staff time expended per declined payment transaction, and

WHEREAS, an internal study of the current time and cost expended for NSF check payments and declined ACH payments have been completed, which supports a decrease in the fee amount currently being charged for returned checks NSF.

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

1. The "Returned Check NSF Fee" in Exhibit 5 of Ordinance 2013-01 shall be modified to read "Customer Bank Declined Payments (returned checks and declined ACH transactions)".
2. The fee for Customer Bank Declined Payment transactions shall be adjusted from the current fee of \$25. The new fee shall be \$20 for each occurrence.
3. The effective date of the changes will be December 19, 2019.

APPROVED AND ADOPTED by the Board of Directors of the Rio Linda / Elverta Community Water District on this 18th day of November 2019. By the following vote: 5-0-0

AYES: Mary Harris, Chris Gifford, Jason Green, Robert Reisig and John Ridilla

NAYS: None

ABSENT: None

ABSTAIN: None

ATTEST:

Signature on File

John Ridilla

President, Board of Directors

Signature on File

Timothy R. Shaw

Secretary of the Board of Directors

EXHIBIT 5

SERVICE FEES AND CHARGES

The water service charges identified in §4.31.210(B) of the Water System Regulations shall be modified as follows:

<u>Description of Fee or Charge</u>	<u>Code Section*</u>	<u>Fee or Charge Rate</u>
Service Application – Existing Connection ¹	§4.07.710	\$25.00 per location up to two meters when requested at the same time by the same customer; \$10.00 each additional meter.
Service Application – New Service Installation Required	§4.07.710 §4.07.015	\$100.00 per location with \$30.00 credited toward Service Application, if Service is initiated within 180 Days. Commercial, Industrial and Residential projects over Four (4) units will be charged on a Time & Material Basis.
Service Turn-off/Turn-on by District due to violation of Policy or Nonpayment during regular billing cycle	§4.07.810 §4.31.220 (C)	\$40.00
Turn-off Notice Tag	§4.31.250 §4.31.285	\$40.00
Customer Requested Temporary Turn-off/Turn-on	§4.07.840	\$40.00 (\$20.00 each), One-time Fee waiver for Installation of Gate Valve
Turn-off & Turn-on for Meter Tampering	§4.07.830	\$100.00
Removal of Meter & Reinstall due to Tampering	§4.07.830	\$200.00
Additional Charge for Service after Business Hours	§4.07.840 §4.09.210 (2)	\$50.00
Backflow Program and Annual Testing	§4.09.230	\$8.33 Bi-monthly; Replacement of Device at owners' expense. Time and Material for District Installations.
Penalty for Violation Conservation Policy (Third Violation)	§4.14.250 B-3	\$75.00
Service Termination for Conservation Violation (fourth, or more)	§4.14.250 B-4	\$125.00 plus \$30.00 Turn-on Fee when service is reinstated
Water Service Account Deposit	§4.07.710 §4.31.220	\$100.00. Waived on showing of Good Credit

<u>Description of Fee or Charge</u>	<u>Code Section*</u>	<u>Fee or Charge Rate</u>
Additional copy of billing	Resolution 2013-07	\$1.00
Late Charge	§4.31.230 §4.31.280	\$5.00
Basic Water Sample Lab Test – Private well, sample provided	Misc. Charge	\$60.00
Basic Water Sample Lab Test – private well, District samples	Misc. Charge	\$125.00
Basic Water Sample Lab Test – District water customer	Misc. Charge	\$45.00
Specialized Water Sample Lab Test	Misc. Charge	Time and Materials, plus 10% markup of Lab Fee
Service Turn-off/Turn-on for nonpayment (out of billing cycle)	§4.31.285	\$40.00
Property Lien Fee for recording uncollected charge	§4.31.290 §4.31.295	\$75.00
Bank Declined Payment (NSF checks or ACH declined transaction) ²	§4.31.295	\$20.00
Turnoff Notice for Returned Check	§4.31.295	\$40.00
Referral to Collection Agency	§4.31.295	50% of Balance Due
Removal of Meter including Re-installation	§4.31.295	\$200.00
Meter Test Charge	§4.31.310	\$75.00, Fee Waived if > 2% fast (includes meter removal/reinstallation)
Meter Re-reads	§4.31.320	\$20.00 per Re-read (each request subject to charge), waived if original read is wrong.
Plan Check, Testing, Inspection and Other Service Fees	Code Section*	Charge Rate
District Staff and/or Contracted Engineering, Inspection, Legal and other Administrative & Professional Services when provided on a cost estimated basis. Equipment, equipment rental and materials not covered by fees in this ordinance.	§4.07.030 & Resolution No. 3-94	Time & Materials, plus 5% surcharge on contract work. Rental equipment and materials, actual cost, plus a 10% surcharge. Backhoe - \$95.00 per hour, Dump Truck - \$70.00 per hour, Pickup Truck - \$75.00 per hour, plus \$0.50 per mile driven.
Fire Hydrant Flow Test & Letter	§4.21.110	\$200.00

<u>Description of Fee or Charge</u>	<u>Code Section*</u>	<u>Fee or Charge Rate</u>
District Personnel Services		Time & Material Labor Rate
Management and Supervisory Personnel	§4.07.030 Time & Material Work	\$150.00 per hour
Field Personnel	§4.07.030 Time & Material Work	\$60.00 per hour, \$90.00 per hour after-hours/overtime
Clerical Personnel	§4.07.030 Time & Material Work	\$70.00 per hour, \$105.00 per hour after-hours/overtime
Contractors, Engineers and other professional, technical, legal and administrative providers hired by the District	§4.07.030 Time & Material Work	Time & Materials, plus a 5% fee for District Administration and overhead

* Reflects Code Section in Title 4 "Water System Regulations"

Note 1: Revised May 20, 2019, Resolution 2019-06

Note 2: Revised November 18, 2019 Resolution 2019-09