

**MINUTES OF THE
JUNE 18, 2018
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

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

The June 18, 2018 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. at the Depot/Visitor Center located at 6730 Front Street, Rio Linda, CA. General Manager Tim Shaw took roll call of the Board of Directors. Director Dills, Director Harris, Director Henrici, Director Ridilla, Director Green and General Manager Tim Shaw were present. Director Henrici led the pledge of allegiance.

2. PUBLIC COMMENT

No public comment.

3.3 CONSENT CALENDAR

3.1 Minutes

May 21, 2018

3.2 Expenditures

3.3 Financial Reports

It was moved by Director Ridilla and seconded by Director Dills to approve the Consent Calendar. Directors Henrici, Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.

4. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

4.1 General Manager's Report

General Manager Tim Shaw provided the Board a written report of special events and meetings attended since the last Board meeting.

The Board made no action on this item

4.2 District Engineer's Report

District Engineer, Jim Carson provided the Board of Directors a written report of current projects since the last Board meeting. Mr. Carson provided the Board with updates on MSA Contract and Task Orders, Hexavalent Chromium Treatment Evaluation, Replace spend media with new media, Regenerate spend media onsite, Regenerate spent media offsite, River Arc Meeting, Well 16, Well 17.

The Board made no action on this item

4.3. Consider authorizing the reallocation of a portion of the unexpended AMI metering loan proceeds.

Fathom was a subcontract to the AMI metering infrastructure contract. Fathom was ultimately unable to fully deliver their contracted service and will not be paid the previously allocated \$41,000 for a customer water consumption data interface program (so-called “presentment program”). When combined with other as yet unspent proceeds from the 2015 AMI metering loan, the District has approximately \$92,000 in unallocated loan proceeds. The District is paying 3.1% interest on the loan, which has 7-years remaining in its 10-year term. Due to other restrictive loan terms, the only way to avoid paying interest is to payoff the loan in full. In short, if we’re going to pay interest, the District should consider getting some value out of the unallocated loan proceeds.

The Board is being asked to authorize reallocation of up to \$35,000 of AMI loan proceeds to partially fund billing software upgrade of \$ and to fund the purchase of a new Ricoh multi-function printer, and further authorize staff to execute all documents necessary to implement this action including purchase documents.

It was moved by Director Dills and seconded by Director Ridilla to authorize reallocation of up to \$35k of AMI loan proceeds to fund CUSI billing software upgrade and purchase of new Ricoh multi-function printer, and further authorize staff to execute all documents necessary to implement this action including purchase documents. Henrici, Dills, Harris, Green, and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.

4.4 Consider accepting the private fire service rate study addendum prepared by Bartle Wells Associates, and further consider directing staff to make minor adjustments effectively decreasing the bimonthly rate for one private fire services customer.

The BWA rates addendum study documents and BWA proposal document were submitted to the Board. Although the fire services rates addendum study submitted could justify a rate increase for the very limited number of services, a Prop 218 process would need to be performed to facilitate any increase even though it would affect only a few ratepayers. The cost of the Prop 218 process, relative to the small increase in revenue, does not justify undertaking the Prop 218 process at this time.

The rates addendum study indicates one of the fire services with a small diameter service should be adjusted downward. Prop 218 process is not required to decrease a rate

It was moved by Director Dills and seconded by Director Ridilla accept the BWA fire services rates addendum study, and further act to authorize issuing a credit to the ratepayer with a 1.5-inch private fire protection service pursuant to existing District policy 4.31.274. Henrici, Dills, Harris, Green and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.

4.5 Consider authorizing a revision to District Policy 2.01.065, Committees and Other Assignments.

The proposed revision to District Policy 2.01.065, in both redline and clean versions documents were presented to the Board.

Director Harris asked for the statement “the Board President cannot assign an unwilling Board Member” be removed from the revised policy.

It was moved by Director Ridilla and seconded by Director Henrici to approve the revisions to District Policy 2.01.065, Committees and Other Assignments pending legal review and remove “the Board President cannot assign an unwilling Board member”. Henrici, Dills, Harris, Green and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.

4.6 Review District Policy 2.01.150 and discuss the need for revisions to increase clarity.

A printed e-mail and text thread document were provided to the Board to provide some context for this item. There has been occasional dialog between the Board President (Director Harris) and the General Manager regarding the process for posting meeting agendas. The issue resurfaced recently after the Board President expressed disappointment and disagreement over the cancellation of the June 1st Planning Committee meeting.

It was moved by Director Henrici and seconded by Director Dills to bring Policy 2.01.150 to the next Finance and Administrative Committee for review. Henrici, Dills, Green and Ridilla voted yes. The motion carried with a vote of 4-0-1. Director Harris abstained.

4.7 Consider authorizing a letter in response to the May 18th letter from the Elverta Specific Plan Owners Group (ESPOG), which notified the District ESPOG has declined to prefund development costs.

The draft letter in response to the May 18th letter from the Elverta Specific Plan Owners Group (ESPOG) was prepared by the General Manager and revised by Legal Counsel.

Director Harris wanted a copy of the letter sent to the Board of Supervisors and the name of the person at the Sacramento Planning Dept included in the letter. Director Dills wanted the letter to highlight that the developers have know about RiverArc for years.

It was moved by Director Dills and seconded by Director Green to authorize the chair to sign the letter and direct staff to submit the signed letter to ESPOG. Henrici, Dills, Harris, Green and Ridilla voted yes. The motion carried with a unanimous vote of 5-0-0.

5. INFORMATION ITEMS

5.1. DISTRICT ACTIVITY REPORT

- a. Water Operations Report
- b. Conservation Report

5.2. BOARD REPORTS

- a. Regional Water Authority – No Meeting.
- b. Sacramento Groundwater Authority – Agenda and Executive Summary provided.
- c. LAFCO – Green – Gave an oral report.
- d. Planning Committee – Brent, Harris – Meeting Canceled. RiverArc Tour took place.
- e. Finance / Administrative Committee – Minutes provided.
- f. AD Hoc Committees –
 - 1. Employee Neg. - No report
 - 2. Water Supply Development – No report
- g. Completed and Pending Items-

6. PUBLIC COMMENT FOR CLOSED SESSION

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

A. 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

8. RECONVENE OPEN SESSION

8.1 REPORT OF ACTIONS TAKEN IN CLOSED SESSION.

The Board will disclose any reportable actions taken and/or directed in closed session.

No reportable action was taken.

9. DIRECTORS' AND GENERAL MANAGER COMMENTS

10. ADJOURNMENT

President Harris adjourned the meeting at 8:20 p.m.

Respectfully submitted,

Signature on File
Timothy R. Shaw, Secretary

Signature on File
Mary Harris, President of the Board