

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

May 8, 2024 @ 6:00 P.M.

Visitors / Depot Center
6730 Front St.
Rio Linda, CA 95673

The meeting was called to order at 6:00 P.M. The meeting was attended in-person by Director Gifford, Director Cline General Manager Tim Shaw, and Contract District Engineer Mike Vasquez.

Call to Order: 6:00 P.M.

Public Comment: *There were no public members present.*

Items for Discussion:

1.	Contract District Engineer’s Update.
<i>The Contract District Engineer presented his written report and expounded upon the annual pipe replacement program, renewing the County encroachment permit, and planning for hexavalent chromium treatment. Staff also reported on a commercial development near Well #15.</i>	
2.	Discuss the Next Scheduled County Paving Evolution Requiring District Valve Box Lowering/Raising.
<i>The Contract District Engineer presented his written report and summarized the past evolutions of County repaving evolutions. The Contract District Engineer illustrated the timing of this iteration of repaving. Staff summarized the worst-case scenario, which entails the County paving over the valve boxes. Director Cline asked about the omission of a typical clause in the Draft Professional Services Agreement regarding hazardous materials, which is not applicable for this scope of work.</i> <i>The Executive Committee forwarded the Professional Services Agreement onto the May 20th Board agenda with the Committee’s recommendation for Board approval.</i>	
3.	Discuss Options for Cathodic Protection System Replacement for Elevated Water Storage Tank.
<i>The General Manager presented his written report and described the District’s positive experience with Two-Brothers Cathodic Protection. The Contract District Engineer summarized the RFP process. Director Cline asked about the estimate provided by Two Brothers Cathodic Protection.</i> <i>The Executive Committee directed staff to prepared a standardized professional services agreement for Cathodic Protection System replacement on the elevated water storage tank for consideration by the Board at the May 20th meeting. The Executive Committee recommends the Board approve the Professional Services Agreement.</i>	
4.	Continue Discussing the Annual Doubtful Recovery Debt Declaration.
<i>The General Manager presented his written report and expounded on the circumstances involved for the debt associated with 8140 Sun Vista. The General Mager additionally emphasized the guidance from the California State Controller’s Office and the lien recorded on former owner of the property.</i> <i>The Executive Committee acknowledged that this item has already been directed (continued) by the Board to be considered at the May 20th Board meeting. The Executive Committee recommends the Board approve the annual list of doubtful recovery debt.</i>	

5. Discuss Updated Water Loss Submittal Due 7-1-2024.
<p><i>The General Manager presented his written report. The Contract District Engineer recounted his process in submitting a preliminary report in December 2023. The Committee discussed the budget of completion of this mandate, the state's objective for the mandate and the task order process delineated in the contract for the Contract District Engineer. The Contract District Engineer indicated he needs more review of the recently published water loss standard before he can estimate the time (and thereby estimate the cost) for completing the mandated submittal.</i></p> <p><i>The Executive Committee forwarded this item onto the May 20th Board agenda. If the estimated cost triggers Board consideration of the task order, then the Committee recommends Board approval.</i></p>
6. Discuss Printing Additional Hardcopies of District Meeting Packets.
<p><i>The General Manager presented his written report and explained the elements evaluated in the estimated average cost for printing hard copies of public meeting packets (approximately \$12 per copy). The Committee discussed the number of times the printed packets go unused, thus representing a waste of ratepayer/taxpayer dollars.</i></p>
7. Discuss Expenditures for March.
<p><i>The Executive Committee forwarded the March Expenditures onto the May 20th Board agenda with the Committee's recommendation for Board approval.</i></p>
8. Discuss Financial Reports for March.
<p><i>The Executive Committee forwarded the March Financial Report onto the May 20th Board agenda with the Committee's recommendation for Board approval.</i></p>

Directors' and General Manager Comments:

X – Reminder About Changed Date for May 2024 Board Meeting. *No discussion.*

Y – Reminder About Continued Board Member Disciplinary Hearing. *No discussion.*

Z – District Policy 2.01.075, Attendance at Meetings. *Director Cline asked if this item was in response to his recent absence. The General Manager clarified that a public member at the April 22nd meeting erroneously asserted that a District Ordinance stipulates that a Board Member who misses two meetings is subject to being removed from the Board. The false assertion was corrected at the meeting. This item was to document the actual District policy for Board Members's anticipated absence from meetings.*

Items Requested for Next Month's Committee Agenda: *None.*

Adjournment: 6:50 P.M.