

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

MARCH 18, 2019 (6:30 p.m.)

Visitor's / Depot Center
6730 Front Street
Rio Linda, CA 95673

AGENDA

The Board may discuss and take action on any item listed on this agenda, including items listed as information items. The Board may also listen to the other items that do not appear on this agenda, but the Board will not discuss or take action on those items, except for items determined by the Board pursuant to state law to be of an emergency or urgent nature requiring immediate action. 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 item during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is 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 72 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 and PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT

Members of the public are invited to speak to the Board regarding items within the subject matter jurisdiction of the District that are not on the agenda or items on the consent agenda. Each speaker may address the Board once under Public Comment for a limit of 2 minutes. (Policy Manual § 2.01.160).

3. CONSENT CALENDAR

Action items: Approve Consent Calendar Items

- Pg. 1 3.1 Minutes**
February 25, 2019 and March 04, 2019
The Board is being asked to approve the Minutes from the February 25, 2019 Regular Board and March 04, 2019 Special meeting.
- Pg. 6 3.2 Expenditures**
The Finance & Administrative Committee recommends the Board approve the February Expenditures.
- Pg. 9 3.3 Financial Reports**
The Finance & Administrative Committee recommends the Board approve the February Financial Reports.

4. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

- Pg. 12 4.1 GM Report**
The General Manager Tim Shaw will provide his monthly report to the Board of Directors.
- Pg. 14 4.2 District Engineer's Report**
The District's Engineer Michael Vasquez will provide his monthly report to the Board of Directors.
- Pg. 17 4.3 Consider Authorizing the transfer of funds from the Local Agency Investment Fund**

(LAIF) to California Employers' Retiree Benefit Trust (CERBT) for Retiree Medical Insurance Obligations

- Pg. 19 4.4 Consider Authorizing the Master Services Agreement with California Bank and Trust to enable the District to accept Automated Clearing House (ACH) payment method (initially discussed at 2-25-2019 Board meeting).**
- Pg. 22 4.5 Consider authorizing the RWA Water Bank Phase 1 Participation Agreement.**
- Pg. 29 4.6 Consider confirming any new Board Member assignments (committees and other) announced by the Chair pursuant to District Policy 2.01.065.**

5. INFORMATION ITEMS

5.1. DISTRICT ACTIVITY REPORT

- a. Water Operations Report
- b. Conservation Report

5.2. BOARD REPORTS

- a. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- b. Regional Water Authority – Dills (Primary), Shaw
- c. Sacramento Groundwater Authority – Paul Green (Primary), Harris
- d. LAFCO – Paul Green
- e. Planning Committee – Dills, Harris
- f. Finance / Administrative Committee – Ridilla, Harris
- g. ACWA – Paul Green
- h. ACWA JPIA Paul Green
- h. AD Hoc Committees
 - 1. MOU Negotiations – Dills, Harris
 - 2. RWA Withdrawal Contemplation – Dills, Paul Green
- i. Other Reports

6. DIRECTORS' AND GENERAL MANAGER COMMENTS

- 7. CLOSED SESSION - The Board of Directors will convene to Closed Session to discuss the following item.**
- A. CONFERENCE WITH LABOR NEGOTIATORS -** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6) District Negotiators: Harris, Dills, Shaw, and Vierra.
RLECWD Employee General Unit MOU renewal negotiations.
 - B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:** (Pursuant to paragraph (1) of subsection (d) of Government Code Section 54956.9)
Two Cases:
Rio Linda Elverta Community Water District v. United States, Case No. 1:17-cv-00859
Rio Linda Elverta Community Water District v. United States, Case No. 2:17-cv-01349

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.

9. ADJOURNMENT

Upcoming meetings:

Planning Committee

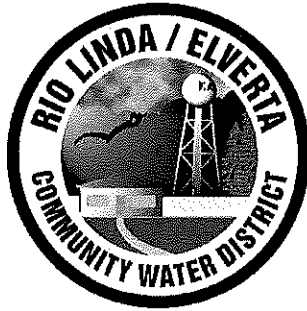
April 5, 2019, Tuesday, 2:00 pm at the Visitor's/Depot Center, 6730 Front Street, Rio Linda, CA 95673.

Finance / Administrative Committee

April 8, 2019, Monday, 6:30 pm at the Visitor's/Depot Center, 6730 Front Street, Rio Linda, CA 95673.

Regular Board Meeting

April 15, 2019, Monday, 6:30 pm at Visitor's /Depot Center, 6730 Front Street, Rio Linda, CA 95673.



**Consent Calendar
Agenda Item: 3.1**

Date: March 18, 2019

Subject: Minutes

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

N/A -Minutes of Board meetings are not reviewed by committees.

Current Background and Justification:

These minutes are to be reviewed and approved by the Board of Directors.

Conclusion:

I recommend the Board review and approve (as appropriate) the minutes of meetings provided with your Board packets.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:_____ Paul Green:_____ Ridilla:_____ Harris:_____ Jason Green_____.

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

**MINUTES OF THE
FEBRUARY 25, 2019
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

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

The February 25, 2019 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 Ridilla, Director Green and General Manager Tim Shaw were present. Director Harris led the pledge of allegiance.

2. PUBLIC COMMENT

No public comment.

3. PUBLIC HEARING

3.1 Open Public Hearing

President Ridilla opened the public hearing to discuss Ordinance No. 2019-01.

3.2 Ordinance No. 2019-01 An Ordinance of The Board of Directors Of The Rio Linda/Elverta Community Water District To Establish Permanent Disconnection Fees And Policy For Permanent Disconnection

3.3 Public Comment

Public member Stephanie Suela asked for clarification on the fees associated with the ordinance. GM Shaw addressed the public members question.

3.4 Close Public Hearing

President Ridilla closed the public hearing at 6:32 p.m.

4. ITEMS FOR DISCUSSION AND ACTION

4.1 Consider of Ordinance No. 2019-01 An Ordinance of The Board of Directors of The Rio Linda/Elverta Community Water District To Establish Permanent Disconnection Fees And Policy For Permanent Disconnection for adoption.

It was moved by Director Harris and seconded by Director Dills to adopt Ordinance No. 2019-01 to Establish Permanent Disconnection Fees and Policy for Permanent Disconnection. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

5. CONSENT CALENDAR

5.1 Minutes

January 28, 2019

5.2 Expenditures

5.3 Financial Reports

It was moved by Director Dills and seconded by Director Ridilla to approve the consent calendar. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

ITEMS FOR DISCUSSION AND ACTION

6.1 GM Report

GM Shaw provided his written report to the Board.

No public comment on this item.

The Board made no action on this item

6.2 District Engineer's Report

District Engineer Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board. The report highlighted topics of General District Engineering, Development Plan Review, Well 16 Equipping and Site Design Request for Proposals, Well 10 Hexavalent Chromium Treatment Project

Director Dills asked about Well #17. GM Shaw stated we issued a contract for destruction of the monitor wells as required.

No public comment on this item.

The Board made no action on this item

6.3 Consider appointing a Board Member to fill the vacancy created by the resignation of Director Henrici.

Director Mary Henrici resigned as Director of the RLECWD Board of Directors. Director Henrici's letter of resignation stipulated an effective date of January 13, 2019.

California Government Code §1780 stipulates requirements for filling Board Member Vacancies and the Sacramento County Elections Office publishes a guide, including sample forms, to assist Boards in complying/documenting the proper execution of the process. All requirements have been met to enable the Board to fill the vacancy via appointment.

The District received applications from Mel Griffin and Jason Green before the beginning of the Board Meeting. Mel Griffin and Jason Green attended the Board meeting. No further applications were received.

Public member, Stephanie Suela attested that Mel Griffin voted for lifetime medical benefits for Jerry Wickham and Mike Phelan during his reign on the Board.

Mel Griffin introduced himself to the Board and gave background on his experiences and work history.

Jason Green introduced himself to the Board and gave background on his work history, experiences and community involvement.

The Board excused the two candidates and deliberated the information presented by the potential candidates.

It was moved by Director Harris and seconded by Director Paul Green to appoint Jason Green to the RLECWD Board of Directors. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

6.4 Consider Re-establishing District Financial Policies and completing Accounting Procedures.

Adoption of Resolution 2012-12 and the corresponding additions to the District Policy Manual, the Finance policies were deleted from the District Policy Manual. Based on the intentions of the Financial policies being removed to a separate policy manual e.g. create a "RLECWD Accounting Procedures Manual" Creation of a new Accounting Procedures Manual was completed, but had not been updated.

No public comment on this item.

It was moved by Director Dills and seconded by Director Green to approve restoring the Financial Policies in Resolution No. 2012-12 back into the District Policy Manual and forward those policies to the Finance and Administrative committee to be updated. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with unanimous vote of 4-0-0.

6.5 Consider approving a professional services agreement with Domenichelli and Associates for engineering design of the Well #16 groundwater pumping station.

Staff completed the Request for Proposals (RFP) process. Proposals were received from four firms and were reviewed by the proposal review committee consisting of the General Manager, Operations Superintendent, and District Engineer. The proposal review committee determined that Domenichelli & Associates, Inc. was the most qualified. Domenichelli & Associates' fee is \$197,425, and the District's budget is \$104,519, a difference of \$92,906.

The overage, or difference between what Affinity estimated as the cost for engineering and Domenichelli's bid, was anticipated. Affinity prepared the cost estimates in February 2018 for the loan process. Affinity assumed Affinity would be completing their design and their cost estimate reflected such.

The General Manager has informed Fieldman Rolapp and Opus Bank (municipal finance team) about the substantial difference between estimated cost for design in February 2018 and the actual cost being considered tonight. Opus understands the District's explanation, and Opus Bank will make a memo for their files. As discussed with Opus and Fieldman, the loan amount is fixed. If this \$92,906 overage cannot be sufficiently mitigated somewhere in the construction and/or engineering cost for Well #16 and/or Well #10. The feasibility of the second project (Well #10) may be at risk. We need to factor this into the Board's future decision on or before September 2019, when the Board will decide how much of the remaining \$3.7 million to draw from the construction account for the loan.

Approval of the professional services agreement enables the District to prepare plans and specifications to solicit bids for construction of the Well #16 Groundwater Pumping Station. The timing associated with this approval allows for design plans and specification to be 100% complete in August 2019, and will include a vetted engineer's estimate of probable construction costs to be used to determine next steps in assessing utilization of the Opus Bank loan for construction of hexavalent chromium mitigation facilities.

No public comment on this item.

It was moved by Director Dills and seconded by Director Green to approve the professional services agreement with Domenichelli and Associates for engineering design of Well #16 groundwater pumping station. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with unanimous vote of 4-0-0.

6.5.a Accept the Irrevocable Offer of Dedication for the Well #16 parcel.

Resolution No. 2019-03 was originally considered in draft form at the May 2018 Board meeting. The latest efforts to obtain the irrevocable offer of dedication for the Well #16 parcel entailed a letter from Legal Counsel to the property manager.

No public comment on this item.

It was moved by Director Dills and seconded by Director Ridilla to approve Resolution No. 2019-03 to accept the irrevocable offer of dedication for the Well #16 parcel and further authorize all documentation and steps necessary to record the deed. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a roll call vote of 4-0-0.

6.6 Consider approving Master Service Agreement with California Bank and Trust to enable Automated Clearing House (ACH) method of payment (fee free alternative for credit/debit card customers).

California Bank and Trust regarding the transition to Automated Clearing House (ACH) payment method as a fee free alternative to credit/debit card payments by customers requires the District sign this Master Services Agreement, which contains clauses that must be reviewed by Legal Counsel prior to Board approval of the agreement.

No public comment on this item.

It was moved by Director Dills and seconded by Director Ridilla to authorize the Master Service Agreement with California Bank and Trust to enable processing of ACH payments subject to legal review. Directors Dills, Harris, Green, and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

6.7 Consider Resolution No. 2019-01 Nominating Director Paul Green to serve as ACWA-JPIA Executive Committee.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to approve Resolution 2019-01 to nominate Director Paul Green to serve on the ACWA/JPIA Executive Committee. Directors Dills, Harris, and Ridilla voted yes. Director Paul Green abstained. The motion carried with a vote of 3-0-1.

6.7.a. Consider Resolution No. 2019-02 to concur with Yuba Water Agency's nomination of Brent Hastey to serve on ACWA-JPIA Executive Committee.

No public comment on this item.

It was moved by Director Ridilla and seconded by Director Harris to concur with the nomination of Brent Hastey to service on the ACWA-JPIA Executive Committee. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

6.8 Consider authorizing a revision to the District Policy on Termination of Service.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to delete Policy 4.07.725 and the amendment of Policy 4.31.285 subject to legal counsel review. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

6.9 Consider confirming any new Board Member assignments (committees and other) announced by the Chair pursuant to District Policy 2.01.065.

6.9.a Consider Board authorization of the RWA Withdrawal Evaluation Ad Hoc Committee.

It was moved by Director Ridilla and seconded by Director Harris to create an Ad Hoc Committee to Evaluate keeping membership in RWA and SGA consisting of Director Dills and Director Paul Green. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

7. INFORMATION ITEMS

7.1. DISTRICT ACTIVITY REPORT

- a. Water Operations Report
- b. Conservation Report

7.2 Reminders regarding mandatory Board Members' training and reporting requirements

It was moved by Director Dills and seconded by Director Ridilla to authorize the attendance of up to five directors to the SDRMA Education Day. Directors Dills, Green, Harris and Ridilla voted yes. The motion carried with a unanimous vote of 4-0-0.

7.3. BOARD REPORTS

- a. Report any ad hoc committees dissolved by requirements in Policy 2.01.065.
- b. Regional Water Authority – Special Meeting verbal report by GM Shaw
- c. Sacramento Groundwater Authority – Agenda, Executive Summary, written report provided
- d. LAFCO – Green – Green stated nothing to report meeting was canceled.
- e. Planning Committee – Dills, Harris – Minutes provided.
- f. Finance / Administrative Committee – Minutes provided.
- g ACWA/JPIA – Green, Ridilla – Nothing to report.
 - h. AD Hoc Committees
 1. MOU Negotiations – Dills, Harris
 - i. Other Reports

8. DIRECTORS' AND GENERAL MANAGER COMMENTS

GM Shaw and the Board discussed canceling the upcoming Planning Committee Meeting.

9. ADJOURNMENT

President Ridilla adjourned the meeting at 8:30p.m.

Respectfully submitted,

Timothy R. Shaw, Secretary

John Ridilla, President of the Board

**MINUTES OF THE
MARCH 04, 2019
BOARD OF DIRECTORS SPECIAL MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The March 04, 2019 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 3:30 p.m. at the District Office located at 730 L Street, Rio Linda, CA. General Manager Tim Shaw took roll call of the Board of Directors. Director Harris, Director Jason Green, Director Paul Green and General Manager Tim Shaw were present.

2. REGULAR CALENDAR

3. ITEMS FOR DISCUSSION AND ACTION

3.1 Public Comment

No public comment.

3.2 Revision of Resolution 2019-01, Nominating Director Paul Green to a Subcommittee of the Association of California Water Agencies- Joint Powers Insurance Authority (ACWA-JPIA).

It was moved by Director Harris and seconded by Director Paul Green to authorize correction of Resolution No. 2019-01 nomination of Director Paul Green for the ACWA-JPIA California Water. Directors Harris, Jason Green, and Paul Green voted yes. The motion carried with a unanimous roll call vote of 3-0-0.

4. ADJOURNMENT

Vice-President Green adjourned the meeting at 3:35 p.m.

Respectfully submitted,

Timothy R. Shaw, Secretary

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



**Consent Calendar
Agenda Item: 3.2**

Date: March 18, 2019

Subject: Expenditures

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Finance and Administrative Committee recommends approval of the Expenditures for the month of February 2019.

Current Background and Justification:

These expenditures have been completed since the last regular meeting of the Board of Directors.

Conclusion:

I recommend the Board approve the Expenditures for February 2019.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:_____ Paul Green:_____ Ridilla:_____ Harris:_____ Jason Green _____.

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

**Rio Linda Elverta Community Water District
Expenditure Report
February 2019**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	02/01/2019	EFT	WageWorks	Employee Benefits	530.10
Liability Check	02/04/2019	EFT	QuickBooks Payroll Service	For PP Ending 01/31/2019 Paydate 02/05/2019	19,853.08
Liability Check	02/05/2019	EFT	CalPERS	For PP Ending 01/31/2019 Paydate 02/05/2019	2,139.17
Liability Check	02/05/2019	EFT	CalPERS	For PP Ending 01/31/2019 Paydate 02/05/2019	1,988.73
Liability Check	02/05/2019	EFT	California State Disbursement Unit	Employee Garnishment	397.50
Liability Check	02/05/2019	EFT	Nationwide	Employee Benefits	1,280.49
Bill Pmt -Check	02/05/2019	EFT	Adept Solutions	Computer Maintenance	1,109.00
Bill Pmt -Check	02/05/2019	EFT	Comcast	Phone/Internet	416.49
Bill Pmt -Check	02/05/2019	EFT	Republic Services	Utilities	86.57
Bill Pmt -Check	02/05/2019	EFT	Voyager Fleet Commander	Transportation Fuel	1,009.92
Liability Check	02/05/2019	EFT	Internal Revenue Service	Employment Taxes	6,993.48
Liability Check	02/05/2019	EFT	Employment Development	Employment Taxes	1,427.20
Paycheck	02/05/2019	5784	Employee	For PP Ending 01/31/2019 Paydate 02/05/2019	184.70
Liability Check	02/05/2019	5785	Franchise Tax Board	Employee Garnishment	443.78
Check	02/05/2019	5786	RLECWD	Umpqua Bank Monthly Debt Service Transfer	16,500.00
Bill Pmt -Check	02/05/2019	5787	ACWA/JPIA	Employee Benefits	23.50
Bill Pmt -Check	02/05/2019	5788	Buckmaster Office Solutions	Office Equipment Expense	74.27
Bill Pmt -Check	02/05/2019	5789	Cintas Corporation	Safety	41.44
Bill Pmt -Check	02/05/2019	5790	Ferguson Enterprises Inc.	Meter Maintenance	16,162.50
Bill Pmt -Check	02/05/2019	5791	O'Reilly Automotive	Transportation Maintenance	204.54
Bill Pmt -Check	02/05/2019	5792	Pape Machinery Exchange	Equipment Maintenance	247.65
Bill Pmt -Check	02/05/2019	5793	Quill Corporation	Office Expense	196.08
Bill Pmt -Check	02/05/2019	5794	Rio Linda Elverta Recreation & Park Dist	Meeting Expense	50.00
Bill Pmt -Check	02/05/2019	5795	Rio Linda Hardware and Building Supply	Shop Supplies	423.91
Bill Pmt -Check	02/05/2019	5796	RW Trucking	Distribution Supplies	660.98
Bill Pmt -Check	02/05/2019	5797	SMUD	Utilities	11,309.92
Bill Pmt -Check	02/05/2019	5798	Spok, Inc.	Field Communication	15.19
Bill Pmt -Check	02/05/2019	5799	State Water Resources Control Board	Permit	18,432.00
Bill Pmt -Check	02/05/2019	5800	UniFirst Corporation	Uniforms	95.14
Bill Pmt -Check	02/05/2019	5801	Vanguard Cleaning Systems	Janitorial	195.00
Bill Pmt -Check	02/05/2019	5802	WellTec, Inc.	Pumping Maintenance	2,947.91
Bill Pmt -Check	02/05/2019	5803	Wickham, Gerald	Retiree Health/Lifetime Benefit	509.40
Bill Pmt -Check	02/05/2019	EFT	WageWorks	FSA Administration Fee	71.00
Bill Pmt -Check	02/05/2018	5804	Continental Utility Solutions, Inc.	Capital Improvement-Billing System	8,611.00
Liability Check	02/19/2019	EFT	QuickBooks Payroll Service	For PP Ending 02/15/19 Pay date 02/20/19	18,655.98
Liability Check	02/20/2019	EFT	CalPERS	For PP Ending 02/15/19 Pay date 02/20/19	2,020.18
Liability Check	02/20/2019	EFT	CalPERS	For PP Ending 02/15/19 Pay date 02/20/19	1,876.56
Liability Check	02/20/2019	EFT	Internal Revenue Service	Employment Taxes	6,480.58
Liability Check	02/20/2019	EFT	Employment Development	Employment Taxes	1,306.51
Liability Check	02/20/2019	EFT	AFLAC	Employee Benefits	651.04
Liability Check	02/20/2019	EFT	Nationwide	Employee Benefits	1,248.70
Liability Check	02/20/2019	EFT	California State Disbursement Unit	Employee Garnishment	397.50
Liability Check	02/20/2019	EFT	Kaiser Permanente	Employee Benefits	342.43
Liability Check	02/20/2019	EFT	Principal	Employee Benefits	1,483.03



**Rio Linda Elverta Community Water District
Expenditure Report
February 2019**

Type	Date	Num	Name	Memo	Amount
Liability Check	02/20/2019	EFT	Western Health Advantage	Employee Benefits	12,350.17
Bill Pmt -Check	02/20/2019	EFT	Verizon	Field Communication	633.03
Liability Check	02/20/2019	EFT	WageWorks	Employee Benefits	138.42
Check	02/20/2019	EFT	RLECWD - Capital Improvement	Current Monthly Transfer	74,668.00
Check	02/20/2019	EFT	RLECWD - SURCHARGE ACCOUNT 1	Current Monthly Transfer	44,956.37
Check	02/20/2019	EFT	RLECWD - Operating	Transfer funds for Security Deposits paid with Credit Card	1,700.00
Check	02/20/2019	EFT	RLECWD - SURCHARGE ACCOUNT 2	Bi-Monthly Transfer	72,750.26
Bill Pmt -Check	02/20/2019	EFT	Bankcard Center 2911	Computer, Meetings, Office, Printing, Postage, Staff Training	2,016.42
Bill Pmt -Check	02/20/2019	EFT	Bankcard Center 7806	Back Flow, Staff Training	1,280.00
Paycheck	02/20/2019	5805	Employee	For PP Ending 02/15/19 Pay date 02/20/19	92.35
Liability Check	02/20/2019	5806	Teamsters Local #150	Union Dues	608.00
Check	02/20/2019	5807	Customer	Final Bill Refund	93.81
Check	02/20/2019	5808	Customer	Final Bill Refund	87.52
Bill Pmt -Check	02/20/2019	5809	Anthem Blue Cross	Retiree Insurance: Wickham Lifetime Benefit	1,067.31
Bill Pmt -Check	02/20/2019	5810	BSK Associates	Lab Fees	1,590.00
Bill Pmt -Check	02/20/2019	5811	Churchwell White	Legal	6,111.60
Bill Pmt -Check	02/20/2019	5812	CoreLogic Solutions	Metro Scan	134.75
Bill Pmt -Check	02/20/2019	5813	County of Sacramento	Permit	365.75
Bill Pmt -Check	02/20/2019	5814	DirectHit Pest Control	Pest Control	75.00
Bill Pmt -Check	02/20/2019	5815	Ferguson Enterprises	Meter Maintenance	39,544.25
Bill Pmt -Check	02/20/2019	5816	PG&E	Utilities	90.20
Bill Pmt -Check	02/20/2019	5817	Quill	Office Expense	206.17
Bill Pmt -Check	02/20/2019	5918	Sierra Chemical Company	Chemical Supplies	861.30
Bill Pmt -Check	02/20/2019	5819	The News	Publishing	117.64
Bill Pmt -Check	02/20/2019	5820	Usa No 811	Distribution	1,176.69
Bill Pmt -Check	02/20/2019	5821	WellTec, Inc.	Pump Maintenance	11,304.71
Liability Check	02/20/2019	5822	Continental Utility Solutions, Inc.	Capital Improvement: Billing Software	3,085.50
Bill Pmt -Check	02/27/2019	EFT	WageWorks	Employee Benefits	121.72
Total 10000 - Bank - Operating Account					426,321.09

**Rio Linda Elverta Community Water District
Expenditure Report
February 2019**

10100 · Security Deposits

Type	Date	Num	Payee	Memo	Amount
Transfer	02/20/2019	EFT	RLECWD - Operating Account	January 2019 Security Deposits Applied	3,130.00

10100 · Security Deposits

3,130.00

Type	Date	Num	Payee	Memo	Amount
Transfer	02/05/2019	EFT	RLECWD - Operating	Transfer see operating checks numbers 5804	8,611.00
Transfer	02/20/2019	EFT	RLECWD - Operating	Transfer see operating checks numbers 5822	3,085.50

10455 · Capital Improvement Reserve

11,696.50





**Consent Calendar
Agenda Item: 3.3**

Date: March 18, 2019

Subject: Financial Reports

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Finance and Administrative Committee recommends approval of the Districts Financial Reports for the month of February 2019.

Current Background and Justification:

The financial reports are for the District’s balance sheet, profit and loss, and capital improvements year to date.

These financials are to be presented to the Board of Directors in order to inform them of the District’s current financial condition

Conclusion:

I recommend the Board approve the Financial Reports for February 2019.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:_____ Paul Green:_____ Ridilla:_____ Harris:_____ Jason Green:_____

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

Rio Linda Elverta Community Water District
Balance Sheet
 As of February 28, 2019

ASSETS	
Current Assets	
Checking/Savings	
100 · Cash & Cash Equivalents	
10000 · Operating Account	
10005 · Operating Fund	387,159.82
10010 · Operating Reserve Fund	250,000.00
Total 10000 · Operating Account	637,159.82
10100 · Trust/Security Deposit Account	43,692.00
10450 · Capital Improvement	
10455 · Capital Improvement Fee Reserve	957,322.93
10460 · Vehicle Replacement Reserve	10,000.00
10465 · Cr6 Project	11,026.90
Total 10450 · Capital Improvement	978,349.83
10600 · LAIF GASB 45	16,253.79
Total 100 · Cash & Cash Equivalents	1,675,455.44
102 · Restricted Assets	
102.1 · Restricted Capital Improvements	
10700 · ZIONS Inv/Surcharge Reserve	496,314.17
Total 102.1 · Restricted Capital Improvements	496,314.17
102.2 · Restricted for Debt Service	
10300 · Surcharge 1 Account	612,260.60
10325 · Community Business Bank	83,266.61
10350 · Umpqua Bank	86,487.88
10350 · Surcharge 2 Account	562,434.24
Total 102.2 · Restricted for Debt Service	1,344,449.33
Total 102 · Restricted Assets	1,840,763.50
Total Checking/Savings	3,516,218.94
Accounts Receivable	870.00
Other Current Assets	
12000 · Water Utility Receivable	81,376.74
12200 · Accrued Revenue	150,000.00
12250 · Accrued Interest Receivable	1,662.64
15000 · Inventory Asset	95,018.40
16000 · Prepaid Expense	49,072.79
Total Other Current Assets	377,130.57
Total Current Assets	3,894,219.51
Fixed Assets	
17000 · General Plant Assets	712,486.63
17100 · Water System Facilities	20,717,058.49
17300 · Intangible Assets	373,043.42
17500 · Accum Depreciation & Amort	-8,702,559.39
18000 · Construction in Progress	1,250,105.87
18100 · Land	496,673.45
Total Fixed Assets	14,846,808.47
Other Assets	
19000 · Deferred Outflows	347,606.00
19900 · Suspense Account	0.00
Total Other Assets	347,606.00
TOTAL ASSETS	19,088,633.98

Rio Linda Elverta Community Water District
Balance Sheet
 As of February 28, 2019

LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	12,489.14
Credit Cards	1,115.09
Other Current Liabilities	619,985.99
Total Current Liabilities	<u>633,590.22</u>
Long Term Liabilities	
23000 · OPEB Liability	262,349.00
23500 · Lease Buy-Back	755,052.27
25000 · Surcharge 1 Loan	4,536,774.26
25050 · Surcharge 2 Loan	9,140.82
26000 · Water Rev Refunding	2,091,606.00
27000 · Community Business Bank	342,485.52
29000 · Net Pension Liability	1,033,555.00
29500 · Deferred Inflows-Pension	33,279.00
29600 · Deferred Inflows-OPEB	8,293.00
Total Long Term Liabilities	<u>9,072,534.87</u>
Total Liabilities	<u>9,706,125.09</u>
Equity	
31500 · Invested in Capital Assets, Net	7,519,910.46
32000 · Restricted for Debt Service	699,786.24
38000 · Unrestricted Equity	642,702.76
Net Income	520,109.43
Total Equity	<u>9,382,508.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>19,088,633.98</u></u>

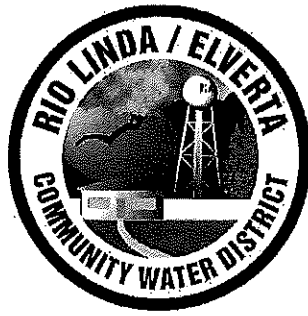
Rio Linda Elverta Community Water District
Operating Profit & Loss Budget Performance
 February 2019

11

	<u>Annual Budget</u>	<u>Feb 19</u>	<u>Jul 18-Feb 19</u>	<u>% of Annual Budget</u>	<u>YTD Annual Budget Balance</u>
Ordinary Income/Expense					
Income					
Total 40000 · Operating Revenue	2,664,429.00	156,575.08	1,706,652.17	64.05%	957,776.83
41000 · Nonoperating Revenue					
41110 · Investment Revenue					
41112 · Interest Revenue	400.00	22.42	332.32	83.08%	67.68
Total 41110 · Investment Revenue	400.00	22.42	332.32	83.08%	67.68
41120 · Property Tax	70,000.00	47,905.09	50,561.64	72.23%	19,438.36
Total 41000 · Nonoperating Revenue	70,400.00	47,927.51	50,893.96	72.29%	19,506.04
Total Income	<u>2,734,829.00</u>	<u>204,502.59</u>	<u>1,757,546.13</u>	<u>64.27%</u>	<u>977,282.87</u>
Gross Income	2,734,829.00	204,502.59	1,757,546.13	64.27%	977,282.87
Expense					
60000 · Operating Expenses					
60010 · Professional Fees	165,979.00	6,111.60	94,379.30	56.86%	71,599.70
60100 · Personnel Services					
60110 · Salaries & Wages	663,114.00	57,893.92	408,130.70	61.55%	254,983.30
60150 · Employee Benefits & Expense	408,099.00	34,768.74	265,056.93	64.95%	143,042.07
Total 60100 · Personnel Services	<u>1,071,213.00</u>	<u>92,662.66</u>	<u>673,187.63</u>	<u>62.84%</u>	<u>398,025.37</u>
60200 · Administration	257,595.00	10,326.93	184,385.35	71.58%	73,209.85
64000 · Conservation	6,748.00	0.00	5,733.00	84.96%	1,015.00
65000 · Field Operations	423,809.00	67,385.88	289,265.79	68.25%	134,543.21
Total 60000 · Operating Expenses	<u>1,925,344.00</u>	<u>176,487.07</u>	<u>1,246,951.07</u>	<u>64.77%</u>	<u>678,392.93</u>
69000 · Non-Operating Expenses					
69010 · Debt Service					
69100 · Revenue Bond					
69105 · Principle	133,163.00	0.00	53,163.00	39.92%	80,000.00
69110 · Interest	65,726.00	0.00	33,260.30	50.60%	32,465.70
Total 69100 · Revenue Bond	<u>198,889.00</u>	<u>0.00</u>	<u>86,423.30</u>	<u>43.45%</u>	<u>112,465.70</u>
69125 · AMI Meter Loan					
69130 · Principle	46,818.00	0.00	46,818.03	100.00%	-0.03
69135 · Interest	11,696.00	0.00	11,695.89	100.00%	0.11
Total 69125 · AMI Meter Loan	<u>58,514.00</u>	<u>0.00</u>	<u>58,513.92</u>	<u>100.00%</u>	<u>0.08</u>
Total 69010 · Debt Service	<u>257,403.00</u>	<u>0.00</u>	<u>144,937.22</u>	<u>56.31%</u>	<u>112,465.78</u>
69400 · Other Non-Operating Expense	2,000.00	0.00	0.00	0.00%	2,000.00
Total 69000 · Non-Operating Expenses	<u>259,403.00</u>	<u>0.00</u>	<u>144,937.22</u>	<u>55.87%</u>	<u>114,465.78</u>
Total Expense	<u>2,184,747.00</u>	<u>176,487.07</u>	<u>1,391,888.29</u>	<u>63.71%</u>	<u>792,858.71</u>
Net Ordinary Income	<u>550,082.00</u>	<u>28,015.52</u>	<u>365,657.84</u>		
Net Income	<u>550,082.00</u>	<u>28,015.52</u>	<u>365,657.84</u>		

CAPITAL BUDGET VS ACTUAL FISCAL YEAR 2018-2019
July 2018 through February 2019

	GENERAL		CONNECTIONS		CHROMIUM MITIGATION & NEW WELLS		VEHICLE REPLACEMENT	
	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual
BEGINNING FUND BALANCE	\$ 1,426,064.00	\$ 1,426,064.00	\$ 129,988.00	\$ 129,988.00	\$ (454,317.00)	\$ (454,317.00)	\$ -	\$ -
FUNDING SOURCES								
Fund Transfers								
Operating Fund Transfers In	550,000.00	292,000.00	-	-	-	-	-	-
CIP Fund Intrafund Transfers	(10,000.00)	(10,000.00)	-	-	-	-	10,000.00	10,000.00
Surcharge 2 Surplus Repayment	-	-	-	-	435,752.00	-	-	-
Contributed Funding								
Capacity Fee Revenue	-	-	40,000.00	28,124.02	-	-	-	-
Contributed Facilities (Developers)	-	-	-	-	-	-	-	-
Grant Revenue	-	-	-	-	20,000.00	-	-	-
Loan Proceeds	35,212.00	-	18,055.00	-	2,468,239.00	-	30,000.00	-
Investment Revenue	350.00	456.35	-	-	-	-	-	-
Sale of Fixed Assets	-	-	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE FOR CIP PROJECTS	2,001,626.00	1,708,520.35	188,043.00	158,112.02	2,469,674.00	(454,317.00)	40,000.00	10,000.00
PROJECTS								
A - WATER SUPPLY								
A-1 - Well 10 - Cr6 Treatment	-	-	-	-	40,000.00	-	-	-
A-2 - Well 16	-	-	-	-	2,448,239.00	2,800.00	-	-
A-3 - Well 17	28,000.00	-	-	-	-	-	-	-
A-4 - Miscellaneous Pump Replacements	40,000.00	-	-	-	-	-	-	-
Total A - WATER SUPPLY	68,000.00	-	-	-	2,488,239.00	2,800.00	-	-
B - WATER DISTRIBUTION								
B-1 - System Valve Replacements	30,000.00	-	-	-	-	-	-	-
B-2 - Paving Replacements	25,000.00	-	-	-	-	-	-	-
B-3 - Service Replacements	35,000.00	29,609.50	-	-	-	-	-	-
B-4 - Large Meter Replacements	5,000.00	-	-	-	-	-	-	-
Total B - WATER DISTRIBUTION	95,000.00	29,609.50	-	-	-	-	-	-
M - GENERAL PLANT ASSETS								
M-1 - Ice Machine	2,804.00	2,803.96	-	-	-	-	-	-
M-2 - Billing Software Upgrade	25,000.00	25,000.00	18,055.00	16,835.00	-	-	-	-
M-3 - Office Furniture & Equipment	10,212.00	-	-	-	-	-	-	-
M-4 - Truck	-	-	-	-	-	-	30,000.00	-
Total M - GENERAL PLANT ASSETS	38,016.00	27,803.96	18,055.00	16,835.00	-	-	30,000.00	-
C - CONTINGENCY								
C-1 - Contingency (10% of Est A,B,M, & FO)	20,101.60	-	1,805.50	-	248,823.90	-	3,000.00	-
TOTAL BUDGETED PROJECT EXPENDITURES	221,117.60	57,413.46	19,860.50	16,835.00	2,737,062.90	2,800.00	33,000.00	-
ENDING FUND BALANCE	\$ 1,780,508.40	\$ 1,651,106.89	\$ 168,182.50	\$ 141,277.02	\$ (267,388.90)	\$ (457,117.00)	\$ 7,000.00	\$ 10,000.00



**Items for Discussion and Action
Agenda Item: 4.1**

Date: March 18, 2019
Subject: General Manager's Report
Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A this item is not reviewed by committee.

Current Background and Justification:

The General Manager will provide a written report of District activities over the period since the last regular Board meeting. The Board may ask for clarifications and may also provide direction in consideration of the reported activities.

Conclusion:

No Board action is anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills: _____ Paul Green: _____ Ridilla: _____ Harris: _____ Jason Green _____
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

RLECWD Agenda Item Checklist

Item 4.1

Date

Initial Potential Meeting Date

3/15/19

Circle High/Medium/Low priority of Item and Identify if in line with Mission/
Goal/Strategic Planning issues or state of emergency

General Manager's Report

Staff Work Completed

(Includes reviewing, researching item with other resources (ACWA, JPIA, RWA, SGA, other Water or special districts, District Engineer, Legal Counsel then laying out business cases, pros and cons, options and recommendations based on best information available, etc.

3/15/19

Committee Review of Item and Staff Work

N/A

Review by appropriate Finance/Administration, Projects /Planning or Ad Hoc Committees, to prepare board recommendations

Formal Legal Counsel Review

N/A

Legal Counsel should have enough time to review all potential legal matters for correctness and legality

GM Review

3/15/19

Actual Meeting Date Set for Agenda Item

3/18/19



Date: March 15, 2019

Subject: **General Manager Report**

Staff Contact: Timothy R. Shaw, General Manager

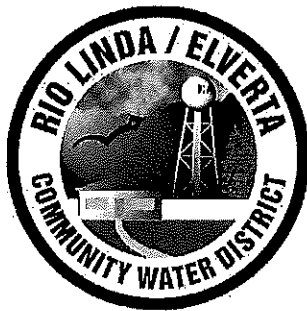
For the given month, I participated in the following reoccurring meetings and special events: Labor negotiations have reached a pivotal point, which necessitate Board direction. Accordingly, we have a closed session item on the March 18th agenda. We are full-stride into the Weil #16 project design. The contract with Domenichelli is fully executed, we've had a kick off meeting and we've corresponded with the former parcel owner regarding our obligations to consider aesthetics and frontage improvements in our design. We've also asked our District Engineer and Domenichelli for support and assistance on the lot line adjustment and deed recording process.

1. On February 26th, I participated in a meeting with Tesco and Adept solutions to address our impediments for resolving the inductive automation historian issues. The current limiting path is our fire wall and the need for a virtual private network (VPN) to allow remote access without compromising the District's network security.
2. On February 27th, I performed the oath of office procedure with newly appointed Director Jason Green. Welcome aboard.
3. On February 28th (morning) Debra Vierra and I met with Teamster Local 150 to discuss the latest exchange of proposals.
4. On March 1st, the MOU Renewal Ad Hoc Committee met to discuss the latest exchange of proposals.
5. On March 4th, We conducted a brief special meeting of the Board to revise Resolution 2019-01 to specify the correct sub-committee for the Paul Green nomination.
6. On March 5th, I met with Dan York of Sacramento Suburban to continue exploring the feasibility of working together on address mutually beneficial needs, e.g. a supply of surface water.
7. On March 11th I met with six area water agency managers (Folsom and Fair Oaks were unavailable) regarding our continued consideration of interagency collaborations.
8. On March 12th, Well #16 design kickoff details covered in District Engineer's Report.

9. On March 13th Regional Water Reliability meeting covered in District Engineer's report.
10. On March 14th Director Dills and I attended the RWA monthly meeting. There were substantial, impactful items considered, e.g. budget adoption and policies to change RWA employee retirement benefits. In advance of the meeting, I circulated an analysis of the substantial agenda items and requested feedback from RLECWD Board Members.
11. On March 15th , the RWA Withdrawal Contemplation Ad Hoc Committee met. Director Paul Green did not attend.

Other initiatives in progress are:

More time and resources than are reflected in the above report were expended on exploring new office phone systems and responding to requests received at committee meetings. I've also had considerable dialog with CA Bank and Trust, Umpqua and Legal Counsel regarding ACH service and Master Services Agreements.



**Items for Discussion and Action
Agenda Item: 4.2**

Date: March 18, 2019
Subject: District Engineer's Report
Staff Contact: Mike Vasquez, District Engineer

Recommended Committee Action:

N/A this item is not discussed at committees.

Current Background and Justification:

The District Engineer will provide a written report to the Board of Directors on engineering activities since the previous monthly meeting. The Board may ask for clarifications and may also provide direction in response to the report.

Conclusion:

There is no Board action anticipated for this item.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills: _____ Paul Green: _____ Ridilla: _____ Harris: _____ Jason Green _____.

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

RLECWD Agenda Item Checklist

Item 4.2

Date

Initial Potential Meeting Date

3/15/19

Circle High/Medium/Low priority of Item and Identify if in line with Mission/
Goal/Strategic Planning issues or state of emergency

Engineer's Report

Staff Work Completed

(Includes reviewing, researching item with other resources (ACWA, JPIA, RWA, SGA, other Water or special districts, District Engineer, Legal Counsel then laying out business cases, pros and cons, options and recommendations based on best information available, etc.

3/15/19

Committee Review of Item and Staff Work

N/A

Review by appropriate Finance/Administration, Projects /Planning or Ad Hoc Committees, to prepare board recommendations

Formal Legal Counsel Review

N/A

Legal Counsel should have enough time to review all potential legal matters for correctness and legality

GM Review

3/15/19

Actual Meeting Date Set for Agenda Item

3/18/19

15 March 2019

DISTRICT ENGINEER'S REPORT

To: Tim Shaw, General Manager, Rio Linda / Elverta Community Water District

From: Mike Vasquez, PE, PLS, Principal (EKI), District Engineer (RL/ECWD)

Subject: **District Engineer's Report for the 18 March 2019 Board Meeting
(EKI Project No. B800130.00)**

The District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 22 February 2019 to 14 March 2019:

1. General District Engineering:

- Prepared a District Engineer's Report for and attended the District Board Meeting on 2/25/2019.
- Met with the General Manager on 2/25/2019 to discuss District Engineering assignments.
- Submitted a draft list of tasks required to update the District's Water Master Plan to the General Manager on 2/25/2019. This item is currently under staff discussion.
- Attended a virtual (on-line) Regional Water Reliability Plan Meeting with the General Manager on 3/13/2019.
- Reviewing the District's current version of "front end specifications" that are included in the contract documents for construction projects. The current version may be outdated, and will be assessed during the coming weeks.
- Continued to review work products and other deliverables provided by the previous District Engineer as needed.

2. Development Plan Review:

- No development reviews were performed during this period.

3. Well 16 Pump Station Equipping and Site Design Project:

- Spent considerable time during the week of 3/4/2019 re-structuring the payment terms in the professional services agreement between the District and Domenichelli & Associates (D&A) to include clauses that ensure submittal of deliverables and/or progress work prior to payment. Also included clauses referencing timing of payment

Formerly known as Eiler & Kalinowski, Inc.

from Opus Bank. This effort included coordination with the General Manager, District Counsel, and D&A. The template for these payment terms can be referenced in future professional services agreements.

- Attended the project kickoff meeting with D&A, General Manager, and Operations Superintendent at the District office on 3/12/2019. The project design has now commenced. According to the project design schedule submitted by D&A, the kickoff meeting was conducted one week earlier than scheduled.
- Conducted a call with the developer of the land surrounding the Well 16 site to discuss the developer's expectations of site aesthetics pursuant to the terms in the executed Irrevocable Offer of Dedication for the Well 16 land. The conversation noted agreement from the developer that phasing would be acceptable in the development of the site, allowing the District to defer improvements on the western half of the site until the time when (if) a groundwater treatment facility is needed in the future. The developer would like to have input in the landscape aesthetics fronting the site on U Street as the site design progresses in the coming months.
- Working with the Operations Superintendent to register for a California Department of Industrial Relations number specific for this project as required by the California Labor Code (Section 1774).

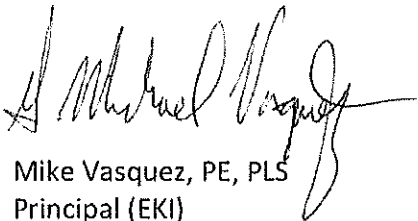
4. Well 10 Hexavalent Chromium Treatment Project:

- An updated quarterly report with project schedule and budget for the period of 12/1/2018 to 2/28/2019 is due and will be submitted to the Regional Water Authority on 3/18/2019.

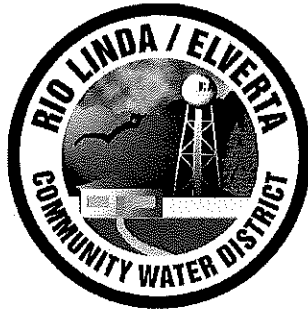
Please contact me directly at the office (916) 905-2388, cell phone (530) 682-9597, or email at mvasquez@ekiconsult.com with any questions or require additional information.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Mike Vasquez, PE, PLS
Principal (EKI)
District Engineer (RL/ECWD)



17

Items for Discussion and Action Agenda Item: 4.3

Date: March 18, 2019

Subject: Pre-Funding Retiree Medical Insurance Obligations: Transferring funds from LAIF to CERBT

Staff Contact: Timothy R. Shaw, General Manager

Recommended Committee Action:

The Finance and Administrative Committee recommends the Board authorize all steps necessary to transition funds from the Local Agency Investment Fund (LAIF) to the California Employers' Retiree Benefit Trust (CERBT) to enable pre-funding the Districts retiree medical insurance obligations.

Current Background and Justification:

The District has already executed a contract with California Employers Retiree Benefits Trust (CERBT) for pre-funding retiree medical via an investment vehicle with a higher rate of return than the previous Local Agency Investment Fund (LAIF). The committees and board sessions leading up to the execution of the CERBT contract clearly conveyed the District's desire to transfer LAIF funds to the CERBT investment program. Now it is time to execute the change.

The committee's feedback is not to completely empty the LAIF account and continue participating in LAIF for other investment needs, e.g. Capacity Fee Account. Staff confirmed LAIF does not require a minimum balance to hold an account open. So the premise and cause for not completely emptying the LAIF account is now moot

The District's designated personnel authorized to execute LAIF account transactions is outdated (the current records reflect a GM and a Board Member who are no longer affiliated with the District. The Board updated the designated RLECWD personnel using the form provided by LAIF, included with your Board Packets.

Conclusion:

I recommend the Board authorize and direct to staff to execute all documents appurtenant to transferring of funds from the LAIF account to the CERBT account. The LAIF account shall remain as a viable District investment vehicle for purposes other than retiree medical. I further recommend the Board direct updating of the authorized personnel form provided by LAIF.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills: _____ Paul Green: _____ Ridilla: _____ Harris: _____ Jason Green _____.

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

RLECWD Agenda Item Checklist

18

Item 4.3

Date

Initial Potential Meeting Date

3/15/19

Circle High/Medium/Low priority of Item and Identify if in line with Mission/
Goal/Strategic Planning issues or state of emergency

Pre-Funding Retiree Medical Insurance Obligations : Transferring funds from LAIF to CERBT

3/08/19

Staff Work Completed

(Includes reviewing, researching item with other resources (ACWA, JPIA, RWA, SGA, other Water or special districts, District Engineer, Legal Counsel then laying out business cases, pros and cons, options and recommendations based on best information available, etc.

Committee Review of Item and Staff Work

3/11/19

Review by appropriate Finance/Administration, Projects /Planning or Ad Hoc Committees, to prepare board recommendations

Formal Legal Counsel Review

N/A

Legal Counsel should have enough time to review all potential legal matters for correctness and legality

GM Review

3/15/19

Actual Meeting Date Set for Agenda Item

3/18/19



Items for Discussion and Action

Agenda Item: 4.4

Date: March 18, 2019

Subject: CA Bank and Trust Master Services Agreement

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

The March 11th Finance and Admin Committee did not discuss this item. The 81-page Master Services Agreement (MSA) was approved by the Board at the 2-25-2019 meeting, subject to review and approval by Legal Counsel.

Current Background and Justification:

Legal Counsel has been reviewing the substantially comprehensive MSA pursuant to the Board direction at the February 25th meeting. Additionally, staff has been evaluating the feasibility and timing of seeking banking services from another source, preferably with a more reasonable MSA. As of the writing of this staff report, there was no definitively preferred solution. We have meetings with another bank scheduled for the morning of March 18th, and we will orally provide insights gained from that meeting.

The District has already provided notice to customers via newsletters, direct mail to recurring credit card payment customers, and other postings. The notice conveys the District expects to have ACH payment method available by June 1, 2019. Unfortunately, California Bank and Trust did not inform the District on the need for agreement execution, e.g. the MSA until February (after we'd already notified customers and planned for the transition from District paid credit card convenience payment to ACH payments.

The CA Bank and Trust is very comprehensive and heavily slanted in favor of the Bank. The indemnification clauses and assumption of risks are biased in favor of the Bank. Another Bank's business model and standard forms may reasonably represent a relative improvement in the bias but may take more time than the District has without notifying our customers of another postponed implementation, which may instill confusion and erode customer confidence.

Conclusion:

Subject to change in circumstances as may be appropriate from the latest developments presented orally at this meeting, and further subject to necessary and appropriate stipulations from Legal Counsel, I recommend the Board approve the Master Services Agreement with California Bank and Trust. I further recommend to Board direct staff to continue evaluating the banking services available from other service provider(s) which may enable the District to terminate the MSA with California Bank and Trust in correlation with executing a preferential agreement with another bank.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:_____ Paul Green:_____ Ridilla:_____ Harris:_____ Jason Green_____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

RLECWD Agenda Item Checklist

Item 4.4

Date

Initial Potential Meeting Date

3/15/19

Circle High/Medium/Low priority of Item and Identify if in line with Mission/
Goal/Strategic Planning issues or state of emergency

CA Bank and Trust Master Services Agreement

Staff Work Completed

2/22/19

(Includes reviewing, researching item with other resources (ACWA, JPIA, RWA, SGA, other Water or special districts, District Engineer, Legal Counsel then laying out business cases, pros and cons, options and recommendations based on best information available, etc.

Committee Review of Item and Staff Work

N/A

Review by appropriate Finance/Administration, Projects /Planning or Ad Hoc Committees, to prepare board recommendations

Formal Legal Counsel Review

2/21/19

Legal Counsel should have enough time to review all potential legal matters for correctness and legality

GM Review

3/15/19

Actual Meeting Date Set for Agenda Item

3/18/19



Agenda Item 4.4

21

California State Treasurer's Office
Local Agency Investment Fund (LAIF)

Authorization for Transfer of Funds

Effective Date

Agency Name

LAIF Account #

Agency's LAIF Resolution # _____ or Resolution Date _____

ONLY the following individuals whose names appear in the table below are hereby authorized to order the deposit or withdrawal of funds in LAIF. ***This authorization REPLACES AND SUPERSEDES all prior authorizations on file with LAIF for the transfer of funds.***

Name	Title

Two authorized signatures required. Each of the undersigned certifies that he/she is authorized to execute this form under the agency's resolution, and that the information contained herein is true and correct.

Signature

Signature

Print Name

Print Name

Title

Title

Telephone

Telephone

Please provide email address to receive LAIF notifications.

Name	Email

Mail completed form to: State Treasurer's Office
Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001



Items for Discussion and Action Agenda Item: 4.5

Date: March 18, 2019

Subject: RWA Water Bank Phase 1 Participation Agreement

Staff Contact: Timothy R. Shaw

Recommended Committee Action:

N/A Although the basic concepts and funding amounts were discussed at Planning Committee meeting over the past several months, the Agreement form was not provided to the District from RWA until March 12th, well after the committee meetings in March.

Current Background and Justification:

The Regional Water Authority (RWA) Regional Water Reliability Plan has centered around conjunctive use since inception. The manifestation of conjunctive use is the Water Bank. A key element of the Water Bank is to secure funding from both inside (participants) and outside of the region. A form of funding would be purchasing of banked water during dry years. Outside the region, there may be funding from grants and potential water purchasers outside the region to construct the infrastructure, e.g. interties and transmission lines.

The first phase is relatively low cost. The calculated RLECWD share is \$4000, with a not to exceed (contingency for if some agencies drop out) of \$4,800. Participation in phase one does not obligate the District to participate in phase two, which is expected to cost substantially more.

I've been attending Regional Water Reliability meetings and been involved in Water Bank discussions since I was appointed to the GM office. Nothing I've seen or heard suggest participation will increase our drinking water capacity. This is not, in and of itself, a solution to the PF-8 requirement, "no net increase in groundwater pumping". However, it might (no guarantee) fund or partially fund infrastructure (pipes and interties) for water banking that will also serve as infrastructure for supplementing our water capacity via long-term contracts with surface water suppliers.

Obviously, we are currently contemplating RWA withdrawal. Certainly, if we withdraw from RWA then the decision to participate in this water bank group is rendered moot. However, these two District decisions, continuing RWA participation and funding Water Bank phase 1 are not necessarily on

synchronized timelines. The Water Bank decision needs to happen now. The District decision to continue participating in RWA is indefinite, and even if the District decides to stay in RWA soon, it won't eliminate reconsideration in the future. Conversely, deciding to commit to participating in the Water Bank now, may create an impeding influence on a future decision to withdraw from RWA.

Conclusions:

There is no obvious winning recommendation here and no crystal ball telling the District what might happen to inspire a would-have, should-have regret later. This is a policy call! The policy makers need to decide whether they are okay with remaining a 4,700 connection, groundwater only agency, or they are willing to invest in the chance for a solution to the PF-8 prohibition. IF the later, then I recommend the District approve the Water Bank Phase 1 Agreement. I further recommend the Board stipulate funding is to come from capacity fees (we have enough for phase 1), I recommend we convey our funding limitations to RWA and the Water Bank Phase 1 participants, e.g. a cover letter to disclose our funding limitations.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:_____ Paul Green:_____ Ridilla:_____ Harris:_____ Jason Green_____.

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

RLECWD Agenda Item Checklist

Item 4.5

Date

Initial Potential Meeting Date

3/15/19

Circle High/Medium/Low priority of Item and Identify if in line with Mission/ Goal/Strategic Planning issues or state of emergency

RWA Water Bank Phase 1 Participation Agreement

Staff Work Completed

3/15/19

(Includes reviewing, researching item with other resources (ACWA, JPIA, RWA, SGA, other Water or special districts, District Engineer, Legal Counsel then laying out business cases, pros and cons, options and recommendations based on best information available, etc.

Committee Review of Item and Staff Work

N/A

Review by appropriate Finance/Administration, Projects /Planning or Ad Hoc Committees, to prepare board recommendations

Formal Legal Counsel Review

N/A

Legal Counsel should have enough time to review all potential legal matters for correctness and legality

GM Review

3/15/19

Actual Meeting Date Set for Agenda Item

3/18/19

**REGIONAL WATER AUTHORITY
PROJECT AGREEMENT**

REGIONAL WATER BANK, PHASE 1

This Agreement is made and entered into as of the ____ day of _____, 2019, by and between the Regional Water Authority (“RWA”), a joint exercise of powers authority formed under California Government Code section 6500, and following, and the Members and Contracting Entities of RWA listed in Exhibit 1 to this Agreement, upon their execution of this Agreement (who are collectively referred to in this Agreement as “Participants”), to provide for carrying out a project or program that is within the authorized purposes of RWA, and sharing in the cost and benefits by the Participants.

RECITALS

A. RWA is a joint powers authority, formed to serve and represent regional water supply interests and to assist its members in protecting and enhancing the reliability, availability, affordability and quality of water resources.

B. The joint powers agreement (“RWA JPA”) pursuant to which RWA was formed and operates, authorizes RWA to enter into a “Project or Program Agreement,” which is defined in the RWA JPA as an agreement between RWA and two or more of its Members or Contracting Entities to provide for carrying out a project or program that is within the authorized purposes of RWA, and sharing in the cost and benefits by the parties to the Project or Program Agreement.

C. Article 21 of the RWA JPA states: “The Regional Authority’s projects are intended to facilitate and coordinate the development, design, construction, rehabilitation, acquisition or financing of water-related facilities (including sharing in the cost of federal, State or local projects) on behalf of Members and/or Contracting Entities. The Regional Authority may undertake the development, design, construction, rehabilitation, acquisition or funding of all or any portion of such projects on behalf of Members and/or Contracting Entities in the manner and to the extent authorized by such Members and/or Contracting Entities as provided in this Agreement, but shall not accomplish these functions, nor acquire or own water-related facilities in its own name.”

D. Article 22 of the RWA JPA states: “Prior to undertaking a project or program, the Members and/or Contracting Entities who elect to participate in a project or program shall enter into a Project or Program Agreement. Thereafter, all assets, benefits and obligations attributable to the project shall be assets, benefits and obligations of those Members and/or Contracting Entities that have entered into the Project or Program Agreement. Any debts, liabilities, obligations or indebtedness incurred by the Regional Authority in regard to a particular project or program, including startup costs advanced by the Regional Authority, shall be obligations of the participating Members and/or Contracting Entities, and shall not be the debts, liabilities, obligations and indebtedness of those Members and/or Contracting Entities who have not executed

the Project or Program Agreement.”

E. RWA and the Participants desire to carry out a project and share in the costs and benefits of the project, as a Project or Program Agreement as provided for in Articles 21 and 22 of the RWA JPA.

In consideration of the promises, terms, conditions and covenants contained herein, the parties to this Agreement hereby agree as follows:

- 1. Recitals Incorporated.** The foregoing recitals are hereby incorporated by reference.
- 2. Defined Terms.** Terms defined in the RWA JPA will have the same meaning in this Agreement.
- 3. Description of the Project.** The project (“Project”) that RWA and the Participants desire to carry out is the development of the first phase of activities required to establish a Regional Water Bank (“Water Bank”) to improve the long-term reliability of water supplies of the Participants. Phase 1 consists of work that is primarily associated with pre-feasibility activities. The Phase 2 scope of work and budget will be further developed during Phase 1 activities and will be focused on final feasibility determinations, including environmental analysis. Near the completion of Phase 1, the Participants will decide upon commencing with Phase 2. The completion of Phase 2 is expected to result in an operational Water Bank, with a target completion by January 2022. Phase 2 would be subject to approval of a separate Project Agreement. A scope of work for Phase 1 is attached hereto as Exhibit 2 (“Project Description”).
- 4. Project Committee.** The Participants hereby form a Project Committee consisting of one representative (and alternates) designated by each Participant. The Project Committee will meet as necessary from time to time to administer and implement this Agreement on behalf of the Participants. A majority of the members of the Project Committee will constitute a quorum, and a majority of the members of the Project Committee will be required for an affirmative vote to take action on behalf of the Participants.
- 5. Sharing in Project Costs and Benefits.** The total estimated cost to complete the Water Bank, Phase 1 Project is estimated at \$500,000. A not-to-exceed estimate of \$600,000 was established to account for the possibility that not all proposed agencies will participate and to allow for a contingency in the event of unanticipated expenses. The not-to-exceed fee was set at assuming an additional 20 percent of the planned Phase 1 fee. The assessments and not-to exceed budgets for each Participant are further described and attached hereto as Exhibit 3 (“Financing Plan”). Each of the Participants will make one or more payments to RWA for completion of the Project.

At the conclusion of the Project, the Project Committee will take action on the dispensation of any remaining funds, which may include designating funds to the Regional Water Bank, Phase 2 effort. If the Project Committee elects to return the funds to the Participants, RWA will pay back any

surplus funds to the Participants on a pro rata basis reflecting the amount of the payments made by each of the Participants. In accordance with the provisions of Articles 21 and 22 of the RWA JPA, any debts, liabilities, obligations or indebtedness incurred by RWA in regard to the Project will be the obligations of the Participants, and will not be the debts, liabilities, obligations and indebtedness of those Members and/or Contracting Entities who have not executed this Agreement.

6. Role of RWA. The RWA will (a) ensure that the interests of Members and Contracting Entities of RWA who do not participate in this Project are not adversely affected in performing this Agreement, (b) provide information to the Participants on the status of implementation of the Project, (c) assist the Project Committee in carrying out its activities under this Agreement, (d) secure consultant support services through a competitive selection process as identified in RWA Policy 300.2, where applicable; and e) manage consultant support services in completion of the Project.

7. Authorization to Proceed with the Project. The Project is authorized to proceed upon the commitment of \$250,000 from Project Participants to fund initial Project costs. Upon execution of this Agreement, the Participants agree to fund portion of the Project costs in an amount and manner as described in Exhibit 3 ("Financing Plan") to this Agreement.

8. Term. This Agreement will remain in effect for so long as any obligations under this Agreement and/or obligations from other sources of funding secured for completing the Project remain outstanding.

9. Withdrawal. A Participant may withdraw from this Agreement without requiring termination of this Agreement, effective upon ninety days' notice to RWA and the other Participants, provided that, the withdrawing Participant will remain responsible for any indebtedness incurred by the Participant under this Agreement prior to the effective date of withdrawal.

10. Amendments. This Agreement may be amended from time to time with the approval of all of the Participants and RWA.

11. General Provisions. Any notice to be given under this Agreement may be made by: (a) depositing in any United States Post Office, postage prepaid, and shall be deemed received at the expiration of 72 hours after its deposit; (b) transmission by facsimile copy; (c) transmission by electronic mail; or (d) personal delivery. This Agreement shall be governed by the laws of the State of California. This Agreement may be executed by the parties in counterpart, each of which when executed and delivered shall be an original and all of which together will constitute one and the same document.

The foregoing Regional Water Bank, Phase 1 Project Agreement is hereby agreed to by RWA and the Participants.

Dated: _____, 2019

_____, 2019

Signature

Signature

Name

Name

Regional Water Authority

Agency

EXHIBIT 1

PROJECT PARTICIPANTS

REGIONAL WATER AUTHORITY

REGIONAL WATER BANK, PHASE 1 PROJECT

Agency (Proposed)

California American Water
Carmichael Water District
Citrus Heights Water District
City of Folsom
City of Lincoln
City of Roseville
City of Sacramento
Del Paso Manor Water District
El Dorado County Water Agency
El Dorado Irrigation District
Elk Grove Water District
Fair Oaks Water District
Golden State Water Company
Orange Vale Water Company
Placer County Water Agency
Rio Linda/Elverta Community Water District
Sacramento County Water Agency
Sacramento Regional County Sanitation District
Sacramento Suburban Water District
San Juan Water District

EXHIBIT 2

PROJECT DESCRIPTION

REGIONAL WATER AUTHORITY

REGIONAL WATER BANK, PHASE 1 PROJECT

The Regional Water Bank Project is being implemented in two distinct phases. Phase 1 consists of work that is still primarily associated with pre-feasibility activities. The Phase 2 scope of work and budget will be further developed during Phase 1 activities and will be focused on final feasibility determinations including environmental analysis. The Phase 1 scope of work is described below in four primary tasks.

SCOPE OF WORK

The following tasks describe the overall work activities expected for the Regional Water Bank (Water Bank) Project, Phase 1. More detailed scopes of work and deliverables would be specified upon the issuance of task orders to authorize the work.

Task 1: Support Water Bank Project Committee Meetings

Support up to nine (9) Water Bank Project Committee during Phase 1 implementation. All meetings are assumed to be in-person. Up to the currently budgeted amount, this task will include the following:

- Develop supporting meeting materials (as appropriate)
- Conduct meetings
- Develop meeting summaries
- Development of template staff reports

Up to three (3) template staff reports on the Water Bank will be prepared for Project Committee participants to utilize with their respective organizations. Staff reports are anticipated to be needed at the onset of Phase 1, during Phase 1 as an update on progress, and at the end of Phase 1 as a recap of accomplishments and preview of next steps. Staff reports will be prepared at the direction of RWA.

Deliverables:

- Meeting materials (as appropriate) – electronic and hard copies
- Template staff reports – up to three (3); 3 pages in length; draft, final (both in MSWord)

Task 2: Facilitate Water Bank Communications Working Group

Support and facilitate up to six (6) Water Bank Communications Working Group (“Comms WG”) meetings during Phase 1 implementation. The meetings will be a combination of in-person and through online meeting services (e.g., GoToMeeting). Up to the currently budgeted amount, this task will include the following:

- Develop supporting meeting materials (as appropriate)
- Facilitate meetings
- Develop meeting summaries

Deliverables:

- Meeting materials (as appropriate) – electronic and hard copies

Task 3: Develop Water Bank Outreach Materials

Support development of branding and outreach materials as part of Phase 1 implementation of the Water Bank Communications Strategy. Up to the currently budgeted amount, this task will include the following:

- Water Bank key messages – Support the Comms WG with development of Water Bank key messages. These messages are the main points that audiences should know about the Water Bank and will be used throughout all communications platforms and activities to maintain consistent messaging.
- Water Bank 1-page fact sheets/inserts – Support the Comms WG with development and production of an initial set of stand-alone 1-page (back and front) fact sheets/inserts related to the Water Bank. These fact sheets/inserts are intended to address key issues, benefits, and technical topics associated with the Water Bank. Prior to development of fact sheets/inserts, support the Comms WG with determination of the initial list of topics to be covered and sequencing during Phase 1.

Deliverables:

- Water Bank key messages – draft, revised draft, final (all in MSWord)
- Water Bank 1-page fact sheets/inserts – up to eight (8) fact sheets/inserts; draft, revised draft, final of each insert (draft in MSWord, revised draft and final in InDesign); production of 100 copies of each insert

Task 4: Integrated Water Flow Model Development

- Develop a comprehensive model, using the DWR Integrated Water Flow Model (IWFM-2015) Code for the South American Subbasin. Note that the North American Subbasin is already funded through another source.

- Develop a new finite element grid network and populate the model with existing time series and spatial input data files including data from SacIWRM, C2VSim-FG, and SVSim model applications.
- Calibrate the model using manual methods and refine using automated calibration with PEST software. Perform sensitivity analysis and refine model parameters, as needed.
- Develop baseline models for existing and future conditions within the model area.
- Run up to four model scenarios to determine the storage, storage losses, and local and regional groundwater elevation changes associated with water bank operations in both the North American and South American subbasins. Scenarios will include simulations of water bank operations in the urban distribution systems as well as proposed operations associated with Regional San’s South County Ag Program.

Deliverables:

- Complete populated and calibrated model files on IWFm-2015 platform
- Model files for baseline conditions, current conditions, future conditions, and scenarios.
- Report documenting model development, calibration, model scenarios and results, and changes made based on stakeholder input.

Estimated Budget by Task

Task 1. Project Committee Support	\$41,000
Task 2. Communications Work Group Support	\$17,000
Task 3. Outreach Materials Development	\$75,000
Task 4. Integrated Water Flow Model Development	\$367,000
Total	\$500,000

EXHIBIT 3

FINANCING PLAN

REGIONAL WATER AUTHORITY

REGIONAL WATER BANK, PHASE 1 PROJECT

In developing the proposed fees for each agency, factors such as agency size and the likelihood and level of participation in a future bank were considered. One of the most significant considerations is whether the agency is also located within South American Subbasin. This is because agencies in North American Subbasin are funding much of the cost for the update of that portion of the model through a separate effort. A not-to-exceed fee was established to account for the possibility that not all proposed agencies will participate and to allow for a contingency in the event of unanticipated expenses. The not-to-exceed fee was set at assuming an additional 20% of the planned Phase 1 fee for each agency.

Agency	Planned Phase 1 Fee	Not-to-Exceed Fee
California American Water (1)	\$ 50,000	\$ 60,000
Carmichael Water District	\$ 10,000	\$ 12,000
Citrus Heights Water District	\$ 20,000	\$ 24,000
City of Folsom (1)	\$ 30,000	\$ 36,000
City of Lincoln	\$ 15,000	\$ 18,000
City of Roseville	\$ 30,000	\$ 36,000
City of Sacramento (1)	\$ 60,000	\$ 72,000
Del Paso Manor Water District	\$ 3,000	\$ 3,600
El Dorado County Water Agency	\$ 10,000	\$ 12,000
El Dorado Irrigation District	\$ 10,000	\$ 12,000
Elk Grove Water District (1)	\$ 15,000	\$ 18,000
Fair Oaks Water District	\$ 20,000	\$ 24,000
Golden State Water Company (1)	\$ 20,000	\$ 24,000
Orange Vale Water Company	\$ 3,000	\$ 3,600
Placer County Water Agency	\$ 30,000	\$ 36,000
Rio Linda/Elverta Community Water District	\$ 4,000	\$ 4,800
Sacramento County Water Agency (1)	\$ 60,000	\$ 72,000
Sacramento Regional County Sanitation District (1)	\$ 50,000	\$ 60,000
Sacramento Suburban Water District	\$ 35,000	\$ 42,000
San Juan Water District	\$ 25,000	\$ 30,000
	\$ 500,000	\$ 600,000
(1) Agency in South American Subbasin		

At the outset of the study, the intent is to collect \$500,000 in total funds. Some of the Participants may need to defer paying their respective fees until Fiscal Year 2020 or the fee may need to be paid in more than one installment. In the event an agency is unable to participate, the remaining agencies will cover the unfunded amount to reach the \$500,000 funding level on a prorated basis of their original fee up to their not-to-exceed amount. Other than to fund the shortage of the planned Phase I fee, the not-to-exceed fee shall not be assessed or used for any other purpose without prior approval of the Project Committee.



Items for Discussion and Action
Agenda Item: 4.6

Date: March 18, 2019

Subject: Consider confirming any new Board Member assignments (committees and other) announced by the Chair pursuant to District Policy 2.01.065.

Staff Contact: Timothy R. Shaw

Recommended Committee Action:
N/A

Current Background and Justification:

District Policy and other relevant statutes require that the Board approve any Board Member assignments for committees and other formal assignments.

Conclusion:

I recommend the Board consider approving any specific nominations for assignments as may be deemed necessary and appropriate.

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:____ Paul Green:____ Ridilla:____ Harris:____ Jason Green____.
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



Information Items
Agenda Item: 5.1

Date: March 18, 2019

Subject: District Reports

Staff Contact: Timothy R. Shaw, General Manager

1. DISTRICT ACTIVITY REPORT

- a. Operations Report
- b. Conservation Report

RIO LINDA/ELVERTA C.W.D. 2019

REPORT OF DISTRICT OPERATIONS

SOURCE WATER DATA

Water Production (Million Gallons)

January	February	March	April	May	June	Year To Date
35.3	31.1					
35,329,525	31,146,049					
July	August	Sept.	Oct.	Nov.	Dec.	
						66.40

		Monthly Total		
Gallons = Multiply M.G. by:	1,000,000	31,146,049	Gallons	66,475,574
Cubic Feet = Divide gallons by:	7.48	4,163,910	Cubic Feet	8,887,109
Hundred Cu Ft. = Divide cu. ft. by:	100	41,639	Hundred Cubic Feet	88,871
Acre Ft.= Divide gallons by:	325,829	95.59	Acre Ft.	204

DISTRIBUTION SYSTEM DATA

Water Quality Complaints

Complaints Total (Low Psi Complaints)

January	February	March	April	May	June	Year To Date
2 (1)	1 (1)					
July	August	Sept.	Oct.	Nov.	Dec.	
						3

New Services

New Construction	0	0
Existing Homes	0	0
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4637

Distribution System Failures

Deterioration February 1 thru 28	0	4
Damaged February 1 thru 28	0	0

Bacteriological Sampling

Routine Bacteriological Samples (Distribution System)	16	36
Raw Water Bacteriological Samples (at Wells)	1	1

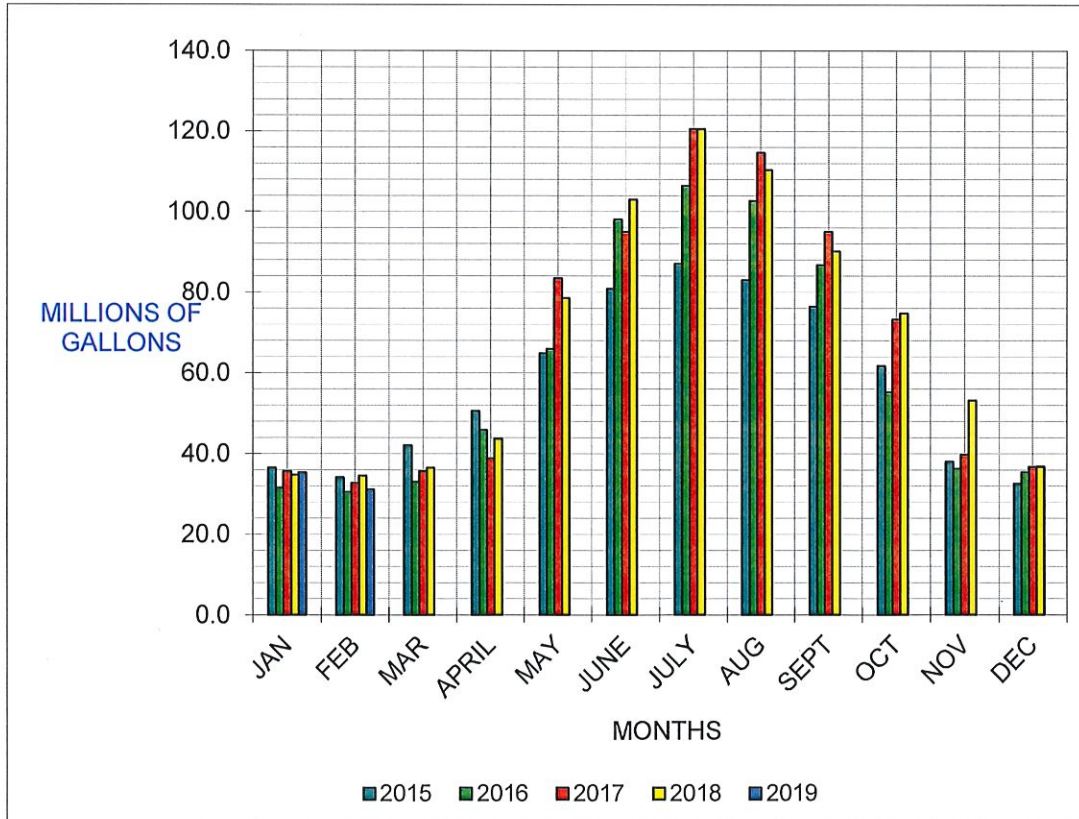
February 1, 2019 - February 28, 2019

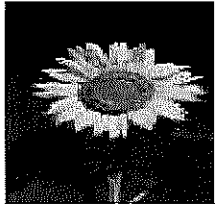
0 - Distribution leaks repaired by District staff, 0 - by Contractor or with contractor assistance.		
Work Orders Issued - 29	Work Orders Completed - 83	USA's Issued - 39
Backflow Test - 2	Backflow Test - 1	
Change Out Meter - 1	Change Out Meter - 58	
Flow Test - 1	Get Current Read - 1	
Get Current Read - 2	Repair/Replace Lid - 1	
Other Work - 1	Other Work - 1	
Possible Leak - 4	Possible Leak - 4	
Pressure Complaint - 1	Pressure Complaint - 1	
Repair - 1	Repair - 1	
Re-Read Meter - 2	Re-Read Meter - 2	
Tag Property - 9	Tag Property - 9	
Turn Off Service - 4	Turn Off Service - 3	
Turn On Service - 1	Turn On Service - 1	

RIO LINDA/ELVERTA C.W.D. WATER PRODUCTION

2015 \ 2019

Water Production in Million Gallons						SSWD Water Purchases					
Month	2015	2016	2017	2018	2019	Avg.	2015	2016	2017	2018	2019
JAN	36.5	31.5	35.6	34.8	35.3	34.7	0.0	0.0	0.0	0.0	0.0
FEB	34.1	30.5	32.7	34.5	31.1	32.6	0.0	0.0	0.0	0.0	0.0
MAR	42.0	33.0	35.6	36.5		36.8	0.0	0.0	0.0	0.0	
APRIL	50.5	45.8	38.8	43.7		44.7	0.0	0.0	0.0	0.0	
MAY	64.8	65.9	83.4	78.5		73.2	0.0	0.0	0.0	0.0	
JUNE	80.8	98.0	94.9	102.9		94.2	0.0	0.0	0.0	0.0	
JULY	87.0	106.4	120.5	120.5		108.6	0.0	0.0	0.0	0.0	
AUG	83.0	102.6	114.6	110.3		102.6	0.0	0.0	0.0	0.0	
SEPT	76.4	86.7	94.9	90.1		87.0	0.0	0.0	0.0	0.0	
OCT	61.7	55.2	73.2	74.7		66.2	0.0	0.0	0.0	0.0	
NOV	38.0	36.3	39.7	53.1		41.8	0.0	0.0	0.0	0.0	
DEC	32.5	35.4	36.7	36.8		35.4	0.0	0.0	0.0	0.0	
TOTAL	687.3	727.3	800.6	816.4	66.4	757.9	0.0	0.0	0.0	0.0	0.0



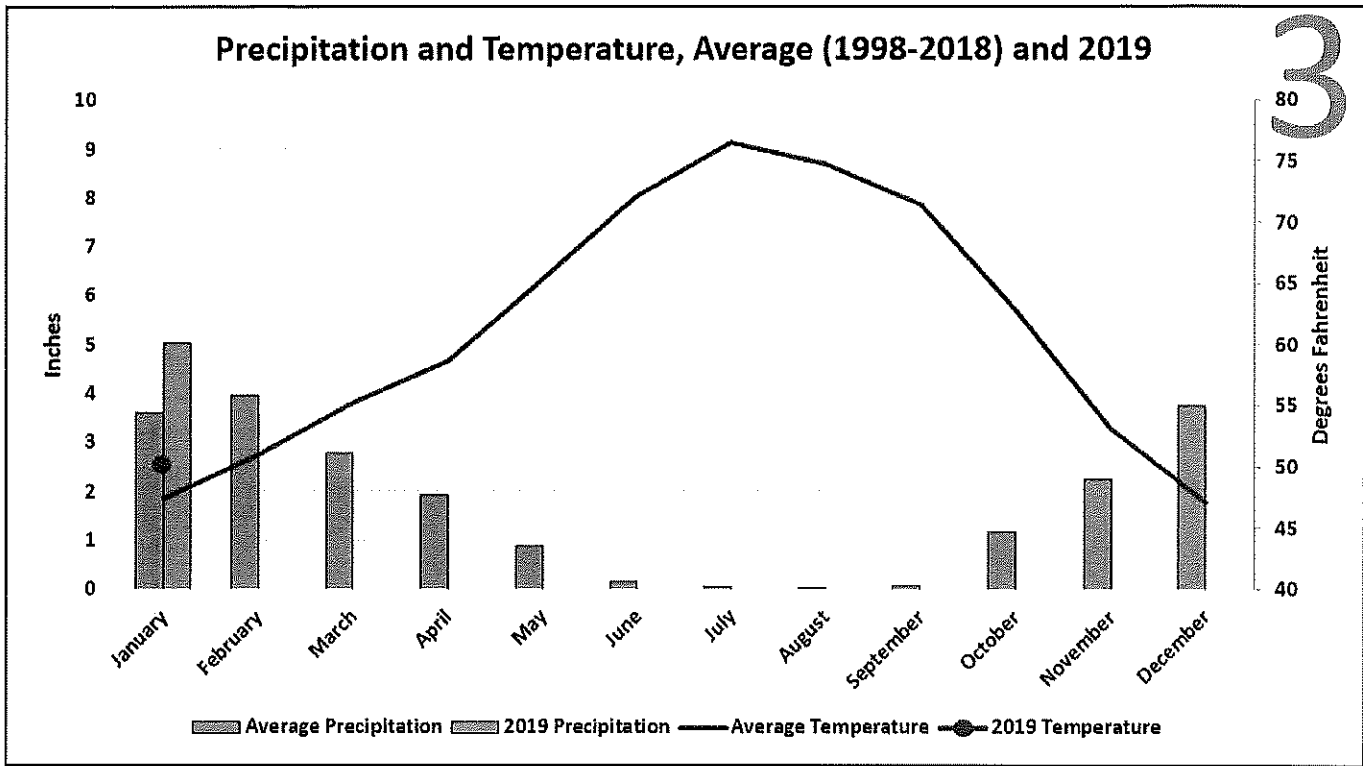


Conservation Report

February 2019



Supplies (kits):	Shower heads (0) Kitchen Aerators (0) Bathroom Aerators (0) Shower Timer (0) Nozzle (0) Toilet Tabs (5) Moisture Meters (0) Water Bottles (0) Toilet Tummy (0) Retro-Fit Kits (1) Welcome Kits (0) Kids Kit (1)
Water Waste (calls, emails, letter, leaks detected/fixes):	0 water waste call contacts about possible leaks using the AMI system - 1 were called, 4 were mailed, 1 were emailed 1 Retro-fit Kits given and 5 additional dye tablets 2 were confirmed resolved as of 2/28/19
Water Schedule:	Given to customer with all violation letters and new applications
Surveys:	0
Rebates:	Toilets: 0 Washing Machines: 0
Workshops, Webinar, Meetings:	NONE
Fines:	NONE
Other Tasks:	<ul style="list-style-type: none">● Assisted with payments and new customers● Printed stamps● Closed accounts and final billed accounts● Created/completed work orders● Created ideas for conservation postcard● Setup email notices for leaks● UMS Training for Customer Service/Billing● Sent out Service Application forms to new owners● Scanned Application forms and attached forms to accounts● Updated and attached ACH forms to accounts



Water Agency	2019 Residential Gallons Per Capita Per Day (R-GPCD)											
	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
California American Water	61											
Carmichael Water District	84											
Citrus Heights Water District	76											
City of Davis	47											
City of Folsom	82											
City of Lincoln	72											
City of Roseville	62											
City of Sacramento	53											
City of West Sacramento	73											
City of Woodland	48											
City of Yuba City	68											
El Dorado Irrigation District	92											
Elk Grove Water District	52											
Fair Oaks Water District	75											
Golden State Water Company	79											
Orange Vale Water Company	80											
Placer County Water Agency	67											
Rancho Murieta CSD	83											
Rio Linda/Elverta CWD	75											
Sacramento County Water Agency	78											
Sacramento Suburban WD	63											
San Juan Water District	NR											
Sacramento Regional Average	65											

NR=Not Reported, San Juan Water District's production and R-GPCD are estimated using 2017 data for regional consistency.

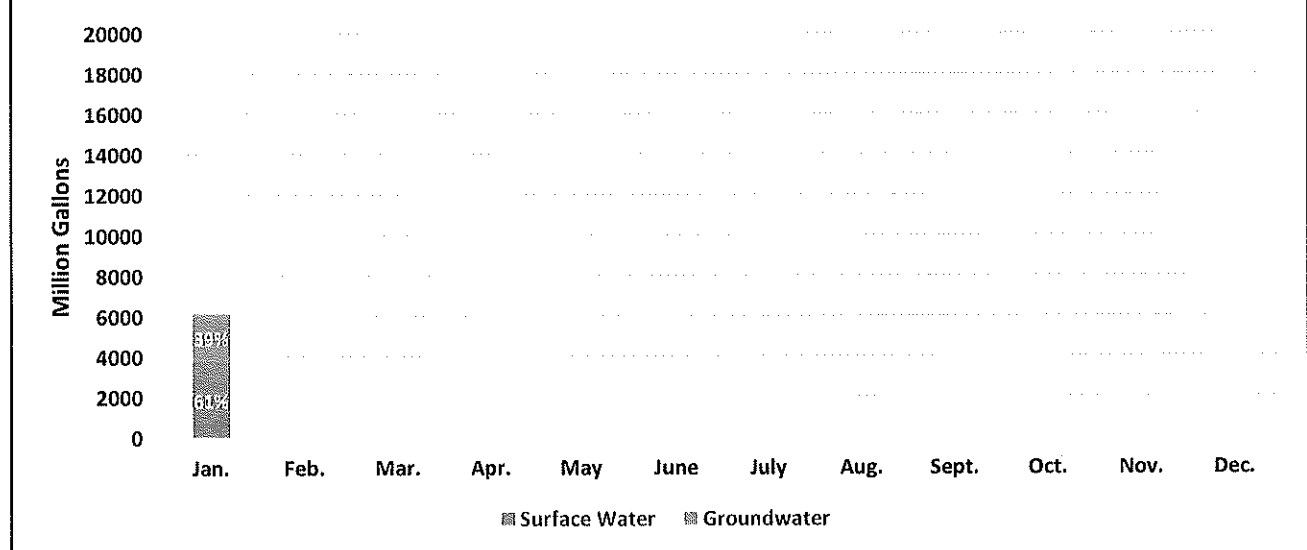


January 2019 Data Summary

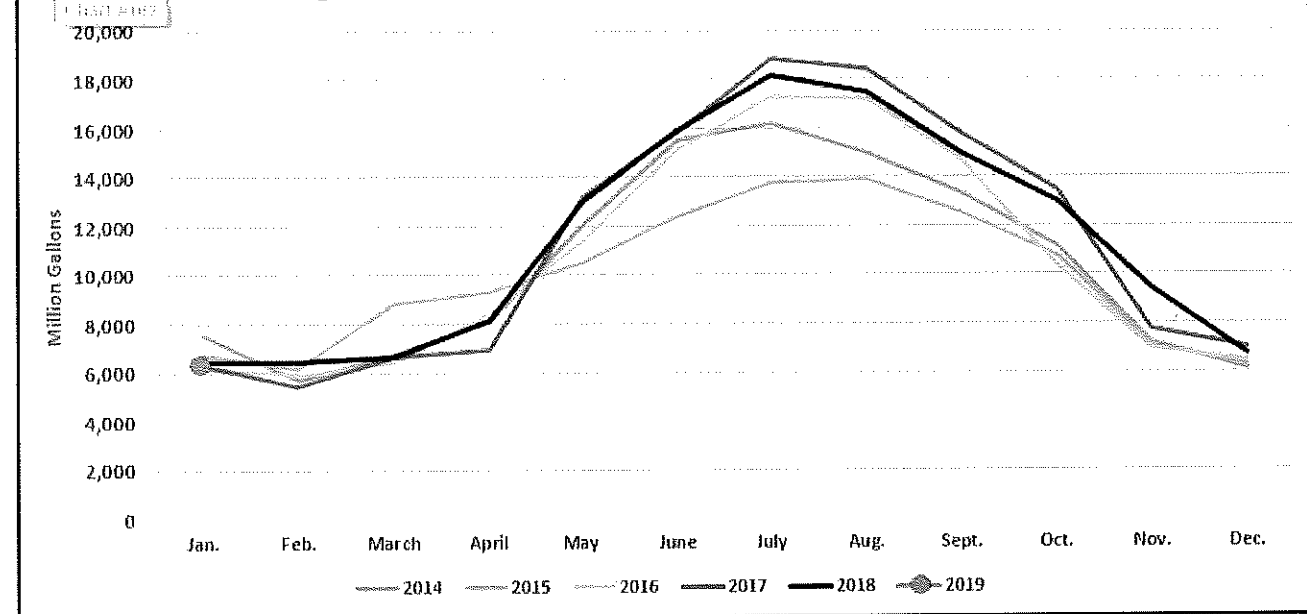
2019 Monthly Water Production by Source (Million Gallons)

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
SW	3,764	0	0	0	0	0	0	0	0	0	0	0	3,764
GW	2,410	0	0	0	0	0	0	0	0	0	0	0	2,410
Total	6,173	0	0	0	0	0	0	0	0	0	0	0	6,173

2018 Monthly Water Production by Source



Regional Monthly Water Production (Million Gallons)





Information Items Agenda Item: 5.2

Date: March 18, 2019

Subject: Board Reports

Staff Contact: Timothy R. Shaw, General Manager

2. BOARD REPORTS

- a. Announce ad hoc committee(s) dissolved by requirements in Policy 2.01.065
- b. Regional Water Authority – Dills (Primary), Shaw
- c. Sacramento Groundwater Authority – Paul Green (Primary), Harris
- d. LAFCO – Paul Green
- e. Planning Committee – Dills, Harris
- f. Finance / Administrative Committee – Ridilla, Harris
- g. ACWA – Paul Green
- h. ACWA/JPIA – Paul Green
- i. Ad Hoc Committee's
 1. MOU Negotiations – Dills, Harris
 2. RWA Withdrawal Contemplation – Dills, Paul Green
- j. Other Reports

**REGIONAL WATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 14, 2019, 9:00 a.m.**

5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692

36

AGENDA

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is 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 a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above. 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 Executive Director of the Authority at (916) 967-7692. 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 AND ROLL CALL

2. PUBLIC COMMENT

3. CONSENT CALENDAR

- a. Minutes from the January 10, 2019 RWA regular board meeting
Action: Approve January 10, 2019 RWA Board meeting minutes
- b. Nominations to the ACWA/JPIA Executive Committee
Action: Approve Resolution 2019-02 concurring in the nomination of Paul Green to the California Water Insurance Fund Board of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA/JPIA").
Action: Approve Resolution 2019-03 concurring in the nomination of Jerry Gladbach to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA/JPIA").
Action: Approve Resolution 2019-04 concurring in the nomination of Brent Hastey to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA/JPIA").

4. EXECUTIVE COMMITTEE REPORT AND RECOMMENDATIONS

- a. Information: Final minutes of the January 23, 2019 Executive Committee meeting and the January 29, 2019 Special Executive Committee meeting and draft minutes from the February 27, 2019 Executive Committee meeting

5. FILL VACANCY ON THE EXECUTIVE COMMITTEE

Action: Fill the Vacancy on the RWA Executive Committee pursuant to Policy 200.3, Procedures for Selection of the Executive Committee

6. PROPOSED FISCAL YEAR 2019 – 2020 BUDGET

Presentation: Rob Swartz, Interim Executive Director
Action: Adopt Budget for Fiscal Year 2019 - 2020

7. RESOLUTION REGARDING CalPERS HEALTH BENEFIT VESTING AND PAYMENTS

Presentation: Rob Swartz, Interim Executive Director

Action: Approve Resolution 2019-05 to Rescind CalPERS Health Benefit Vesting

Action: Adopt Resolution 2019-06 CalPERS Minimum Payment Resolution

8. RWA HEALTH BENEFIT PLANS

Presentation: Rob Swartz, Interim Executive Director

Action: Approve Resolution 2019-07 Adopting the Regional Water Authority Cafeteria Plan and the Regional Water Authority Retiree Health Premium Reimbursement Plan

9. REGIONAL WATER RELIABILITY PLAN UPDATE

Presentation: Rob Swartz, Interim Executive Director

10. EXECUTIVE DIRECTOR'S REPORT

11. DIRECTORS' COMMENTS

ADJOURNMENT

Upcoming meetings:

Next Executive Committee Meetings – Wednesday, March 27, 2019, 8:00 a.m. at the RWA office and April 24, 2019, 8:30 a.m. at the RWA office. **Please note that the March 27, 2019 Executive Committee meeting will begin at 8:00 a.m.**

Next RWA Board of Directors' Meeting – Thursday, May 2, 2019, 9:00 a.m., at the RWA Office.

The RWA Board Meeting electronic packet is available on the RWA website at <https://rwah2o.org/meetings/board-meetings/> to access and print the RWA Board electronic packet.

MARCH 14, 2019

38

TO: REGIONAL WATER AUTHORITY BOARD OF DIRECTORS

FROM: ROB SWARTZ

RE: EXECUTIVE DIRECTOR'S REPORT

- a. **Legislative and Regulatory Update** – The Legislative bill introduction deadline was February 22nd. Staff is tracking approximately 90 bills for existing content that broadly relate to the water tax, water quality, water efficiency, and water rights. RWA has taken a support position on AB 533, SB 19, SB 134 and SB 669; more information is available on the RWA advocacy webpage on those bills. There were several hundred “spot” bills introduced at the deadline. Staff is monitoring all of those bills, and it is likely that once they become substantive several dozen additional bills will be tracked. Staff is in communication with the larger water community and Legislative offices on an ongoing and regular basis to understand the intent behind proposals, and to communicate both our concerns and support.

The State Water Board is in the process of developing a needs assessment for safe drinking water. The process began in January and is expected to pick up again in late April. The needs assessment will likely be referenced in the policy discussions over the water tax. Staff is actively engaged in that process.

- b. **RWA Outreach** – Staff has been invited to participate on an ACWA Integrated Regional Water Management (IRWM) Subcommittee to discuss updating ACWA’s IRWM Policy Principles. Staff has been invited to participate in a small group Public Policy Institute of California (PPIC) workshop on “Water Trading, Water Banking, and Sustainable Groundwater Management” on April 19 in Sacramento.
- c. **Grants Update** – Staff is currently managing six grant awards totaling just over \$29.2 million. During the previous quarter, staff completed the grant completion report for the Department of Water Resources’ (DWR) Proposition 1 \$250,000 grant award, which helped fund the 2018 American River Basin IRWM Plan Update. This completes the requirements for the grant, with final retention expected before the end of the current fiscal year.

During the upcoming quarter, staff will be working with USBR to execute a funding agreement for a \$300,000 grant awarded to San Juan Water District, with Sacramento County Water Agency as a sub-recipient. The award is from the WaterSMART drought contingency implementation program and will be used to fund two agency interties. RWA staff will manage the grant under a subscription project agreement. The Reclamation funding agreement has been taking much longer than expected to develop, which has also been experienced by other grant recipients from 2018.

DWR is expected to release the final application and guidelines for the Proposition 1 IRWM Implementation Grant Program. Staff is continuing to communicate with American River Basin IRWM stakeholders to identify projects that are ready to proceed and that wish to be considered to pursue the current opportunity as part of a regional application. RWA is also coordinating with other Regional Water Management Groups in our funding area, which is encouraged by DWR as part of the grant program.

- d. **Executive Director Recruitment Update** – A recruitment brochure has been finalized (attached) and was sent to prospective candidates beginning on February 18, 2019. The deadline for applications is March 18, 2019. The consultant will screen the candidates and present results to the Executive Committee on March 27, with interviews to be scheduled in late April.
- e. **Financial Reports** – Financial reports through January 31, 2019 are attached.

March 11, 2019, Finance and Administrative Committee Meeting Minutes

Committee Chair John Ridilla opened the meeting at 6:30 PM.

Attendees: Director Mary Harris, Director John Ridilla and District General Manager Mr. Tim Shaw were present. No members of the public were present.

Meeting was called to order at 6:35 PM.

Public Comment. There was no public comment.

Agenda Items**1. Review and discuss the Expenditures of the District for the month of February 2019.**

- Asked if this was the last budget purchase for meters. No, there could be more.

Request that staff verify Retiree medical amounts.

- Committee Recommendation: Recommend approval to the full Board of Directors.

2. Review and discuss Financial Reports of the District for the month of February 2019.

- Is item B3 Service replacements meters? Just need to clarify the amount and what is in this line. Staff asked to confirm the \$39K expenditure for meter maintenance is not overspending the \$29K line item in the capital budget for "service replacements. Staff followed up on 3-12-2019 those items are unrelated.

- Clarified that the District pays the minimum amounts towards CALPERS pension.

-Committee Recommendation: Recommend approval to the full Board of Directors.

3. Re-establish District Financial Policies

- General Discussion if the District ever had a Financial Officer.

- Add in AMI loan, surcharge 2, other items.

- Invite the Fiscal Agent to the District on March 21, 2019. Confirm our required relationship with them.

Committee Recommendation: Review next Finance Committee Meeting

4. Pre-funding Retiree Medical Insurance Obligations

- General discussion on why we are doing this. Ensure that the LAIF account remains open with minimum required amount of funding.

Committee Recommendation: Recommend approval to the full Board of Directors.

5. Service Application Fees

- The background of this item was discussed and how the fees were originally determined.

Committee Recommendation: Recommend Staff conduct an internal study to determine revised estimated amounts.

6. Other items.

- General discussion on SB 606.
- Feedback from Customers on Credit Card charges.

The meeting was adjourned at 7:42 PM



**PENDING AND COMPLETED ITEMS
3-18-2019 BOARD OF DIRECTORS MEETING**

1. **Destruction of Well #17 project wells** Access to the property to perform wells destruction is still limited by weather and ground conditions. The weather has improved and we're aware of another needed service in the area, so we expect this project will soon come to completion. **Pending**
2. **Credit/Debit Card Convenience Fees:** Notices of discontinuance of District paid credit/debit card convenience fees have been posted and mailed. Customers who call or walk into the office to pay by credit card are apprised. The District hit a snag with the Legal Counsel review and approval of the CA Bank and Trust Master Services agreement. Legal Counsel and I plan to continue dialog up to the March 18th meeting. **Pending**
3. **Letter to Tesco for Disappointing Service:** The District's IT hardware failure impeded progress, but the vendors have shown a commitment to resolving the access to SCADA historian reports. Adept has solved the remote access issue impeding Inductive Automation participation. We will now resume meetings to resolve this matter. **Pending**
4. **Professional Services Agreement for Engineering for the design of the Well #16:** The contract is fully executed. **Completed**
5. **Strategic Planning:** I have started writing the content requested by the consultant, but the process is a start and stop evolution with all of the other demands for my attention, e.g. negotiations, personnel, contract administration meeting attendance etc. I had hoped that the protracted cycle between meetings caused by the observance of President's day would yield more time for writing on the Strategic Plan, but Well #16 design bidding and negotiations issues expanded to fill the void. **Pending**
6. **General Unit MOU renewal:** We've reached a pivotal point in negotiations and now require direction from the Board. Accordingly, there is a closed session item on the 3-18-2019 agenda. **Pending**
7. **Disposition of the District assets recently declared as surplus by the Board:** The vehicle auctions are now underway. The high bids are exceeding our expectations. **Pending**
8. **Funding Agreement with Elverta Specific Plan Owners –** The agreement is fully executed and a check for the \$25K deposit is being processed by the ESP Owners. **Completed**
9. **Evaluating the Relative Merits of Withdrawing from membership in RWA** The ad hoc met on March 15th. **Pending**



Agenda Item: 6

Date: March 18, 2019

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.



Agenda Item: 7

Date: March 18, 2019

Subject: Closed Session

Staff Contact: Timothy R. Shaw, General Manager

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

A. CONFERENCE WITH LABOR NEGOTIATORS - (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6) District Negotiators: Mary Harris, Brent Dills, Tim Shaw, and Debra Vierra.
RLECWD Employee General Unit MOU renewal negotiations.

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Pursuant to paragraph (1) of subsection (d) of Government Code Section 54956.9)

Two Cases:

Rio Linda Elverta Community Water District v. United States, Case No. 1:17-cv-00859

Rio Linda Elverta Community Water District v. United States, Case No. 2:17-cv-01349



**Reconvene Open Session
Agenda Item: 8**

Date: March 18, 2019

Subject: Report of Action Taken in Closed Session

Staff Contact: Timothy R. Shaw, General Manager

8.1 Report of Action Taken in Closed Session

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

Board Action / Motion

Motioned by: Director _____ Seconded by Director _____

Dills:____ Paul Green:____ Ridilla:____ Harris:____ Jason Green _____.

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