

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

March 1, 2021
6:00 P.M.

Minutes: The meeting was called to order at 6:00 P.M. The meeting was attended by Director Reisig (via Zoom), Director Green (via Zoom), General Manager Tim Shaw (via Zoom) and Contract District Engineer Mike Vasquez (via Zoom).

Call to Order 6:00 P.M.

Public Comment: None

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Items for Discussion:

1.	Update from Contract District Engineer
	<i>The Contract District Engineer presented his written report and expounded on the Well 16 Pumping Station and annual pipe replacement project. The negotiations with the Request for Proposals (RFP) respondent and not proceeding favorably. The Executive Committee agrees that the project should be re-solicited as a consolidation of this year's project and next fiscal year's project, i.e. accrue the FY 2020/2021 funding into the FY 2021/2022 project. Otherwise, this year's project would be unreasonably truncated, e.g. 600-foot project instead of 1,000-feet.</i>
2.	Discuss funding methods for Innov8 / WaterScope consumption data phase 2 pilot study.
	<i>The General Manager provided further explanation of his written report, which recommends the funding for the phase 2 of the Innov8/Waterscope pilot study be funded from the admin component of capacity fees. Phase 2 will have a pronounce emphasis on Commercial Industrial Institutional (CII) customers. Staff reasonably anticipates the granular consumption data provided to CII consumers will impact the consumption practices of CII customers, which will refine the amount of existing capacity in the RLECWD water distribution system. Further, if the phase 2 proceeds well, and the District transitions into deployment of Innov8/Waterscope, the funding for the 25-devices (or some lesser number of devices) can be repaid to the capacity fee account. If ultimate deployment does not come to fruition, the Innov8 devices will continue to be tools the District can use for granular analysis of CII accounts.</i>
3.	Discuss the final draft Rate Study / Cost of Service Analysis.
	<i>The final draft of the Rate Study / Cost of Service Analysis was distributed on February 23rd. The General Manager summarized his written report. Director Reisig asked whether the rate restructuring would be considered at a "public hearing". The General Manager confirmed that it would and further discussed the timeline / sequence of District actions leading up to the public hearing. The first step is for the Board to consider approving the Rate Study / Cost of Service Analysis at the March 15th regular meeting. Then, the Board can consider authorizing a Proposition 2018 Notice at the April 19th meeting. This would enable the Board to consider adopting the new rate structure at a public hearing on June 21st. The Executive Committee forwarded an item onto the March 15th Board Agenda with the Committee's recommendation for Board approval of the Rate Study / Cost of Service Analysis</i>
4.	Discuss timing and methods for procuring a replacement of 25-yr old dump truck.
	<i>The General Manager reviewed his written report with the Committee. He explained that District policy stipulates a competitive bid process for items over \$25,000. The General Manager further</i>

<p><i>explained that the competitive bidding process, with Board adopted bid specification and solicitation of responses represents a cost and resources expenditure. This is why government agencies use a collective bid process, e.g., California Multiple Award Schedules (CMAS) and National Joint Powers Alliance (NJPA).</i></p> <p><i>Staff have begun exploring the availability of suitable vehicles (dump trucks) through CMAS and NJPA (now known as Sourcewell). Staff will update the Committee as more information becomes available.</i></p>
<p>5. Discuss the Request for Proposals process for engaging a new independent auditor service.</p>
<p><i>The General Manager reviewed his written report with the Executive Committee focusing on the statutory requirement to limit the engaged auditor for a limited number of consecutive audits. The Executive Committee discussed the solicitation process and the approaches to length of contracts/engagements.</i></p> <p><i>The Executive Committee forwarded this item onto an upcoming Board meeting agenda, noting that the Request for Proposals (RFP) may not be ready for the Marcy 15th agenda.</i></p>
<p>6. Preliminary discussion of means for complying with California Labor Code Sections 1030-1034 Lactation Accommodations.</p>
<p><i>The Executive Committee engaged in preliminary discussion of lactation accommodations.</i></p>
<p>7. Discuss timing for resumption of in-person public meetings.</p>
<p><i>The Executive Committee forwarded this item onto the March 15th Board agenda. The Committee intentionally withheld a recommendation for Board action.</i></p>
<p>8. Review and discuss the expenditures of the District for the month of January 2021.</p>
<p><i>The Executive Committee forwarded January Expenditures Report onto the March 15th Board agenda with the Committee's recommendation for Board approval</i></p>
<p>9. Review and discuss the financial reports for the month of January 2021.</p>
<p><i>The Executive Committee forwarded the January Financial Reports onto the March 15th Board agenda with the Committee's recommendation for Board approval.</i></p>

Directors' and General Manager Comments: None.

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

Adjournment: 7:40 P.M.