

## Executive Committee Meeting Minutes

June 3, 2019

Committee Chair Mary Harris opened the meeting at 6:03 PM.

**Attendees:** Director Jason Green, Director Mary Harris, District Engineer Mike Vasquez and District General Manager Mr. Tim Shaw were present. Public member Chris Gifford attended. The meeting was called to order at 6:03 PM.

**Public Comment.** Chris Gifford was invited to address the Executive Committee, but he responded that he was only wishing to observe the proceedings. After a brief discussion, Director Harris was established as the Executive Committee Chair, but the role will alternate, e.g. Harris, then Green, then Harris, etc.

### Agenda Items

1. Discuss the need for a “special session” of the Executive Committee in September due to holiday scheduling.
  - *The committee directed staff to seek the availability of the Depot for a proposed special session of the Executive Committee on September 3, 2019 (day after Labor Day).*
2. Discuss the Bluefin Credit Card processing service Terms and Conditions and the acceptance of those in September 2016.
  - *The Executive committee forwarded the item onto the June 17<sup>th</sup> Board agenda. The Executive Committee intentionally withheld advocating a position (approve/disprove) because the item is overtly in need of Legal Counsel advise.*
3. Discuss adoption of a preliminary budget for fiscal year 2019/2020.
  - *The Executive Committee forwarded the Preliminary Budget to the June 17<sup>th</sup> Board agenda with a recommendation for Board Approval. The committee further forwarded an item to the June 17<sup>th</sup> Board agenda to consider District Policy revisions regarding the Preliminary and Final Budget adoption process and insertion of a budget revision process.*
4. Continue discussing the Capital Improvement Plan projects list update.
  - *The Executive Committee reviewed the draft project list presented by the District Engineer. The District Engineer conveyed that the Well 12A project is likely estimated on the high side, and he reported the need for further refinements. The committee directed the District Engineer to re-order the items in sequence of priority, i.e. highest priority on top and lowest on bottom.*
5. Discuss the absence of dialog and overdue stakeholders meetings by the State Division of Drinking Water (DDW) for Hexavalent Chromium MCL re-adoption; impact on Opus Bank loan terms.
  - *The Executive Committee received an update from staff and discussed the potential impact of delay on the September 2019 decision we will need with the Opus Bank loan. Board action is neither necessary nor appropriate at this time.*
6. Discuss adopting new Personnel Handbook policies negotiated in the RLECWD General Unit MOU.

- *Following some dialog to confirm the intent and processes followed in negotiating a new MOU, the Executive Committee forwarded the policies (Later Transfer/Promotion, Vacation Sell Back, Safety Footwear and Certification Incentive) onto the June 17<sup>th</sup> Board agenda with recommendation for approval.*
7. General discussion to bring the new committee members up to date on items and scope inherited by the Executive Committee from the Planning and Finance/Admin Committees.
- *Staff updated the committee members of the scope and items that have been in the forefront of the Finance/Admin Committee and the Planning Committee. Main areas of focus was the Elverta Specific Plan and the regulatory mandates of SB-606, SB-555, and SB-998.*
8. Engineer's update on projects underway and planned.
- *The Engineer provided a written report on items. The committee commented on the status of the Well #16 design and schedule. Additional dialog occurred regarding the written request for reallocation of the RWA grant proceeds for the Well #10 project to the Well #16 project.*

**Other items.**

Staff anticipates continued discussion on considering outsourcing the District's billing process.

The meeting was adjourned at 7: 45 PM