MINUTES OF THE
JUNE 29, 2017
BOARD OF DIRECTORS SPECIAL MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT

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

The June 29, 2017 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:01 p.m. at the Depot/Visitor Center located at 6730 Front Street, Rio Linda, CA. General Manager Ralph Felix took roll call of the Board of Directors. Director Mary Harris, Director Brent Dills, Director Ridilla, Director Paul Green Jr., Director Mary Henrici and General Manager Ralph Felix were present. President Dills led the pledge of allegiance.

2. PUBLIC COMMENT

No public comment.

3. ITEMS FOR DISCUSSION AND ACTION

3.1 Discuss and possible action relevant to hiring an Interim General Manager and new permanent General Manager.

The Board needs to discuss options for replacing the vacating General Manager. GM Ralph Felix has resigned from the GM position and his scheduled last day is July 19, 2017.

1. The District Policy Manual states below:

Chapter 2.15 **SUCCESSION PLANNING** (Adopted on 2015-09-21 Board Meeting) 2.15.010 Purpose. The Succession Planning process described below is recommended if the Manager were to suddenly leave the District. 1. The Board hold an emergency meeting. 2. Request the District Engineer or Assistant Manager if available step in as Interim Manager for a period not to exceed 90 days. Salary to be negotiated as part of the Interim Manager's contract. 3. Immediately post the position on several sites such as Regional Water Authority, California Special Districts Assoc., American Water Works Assoc. and/or hire a firm that specializes in Executive hiring. 4. Form an ad hoc committee to vet the new hire and report to the full Board.

Director Green suggested the former GM, Director Mary Henrici be appointed as Interim GM. Director Harris stated there was discussion that would be complicated and she recommended the District Engineer Mr. Carson be appoint for the interim. President Dills asked public member Mr. Carson if he were asked to step in, would he be available. Mr. Carson explained he was approached when the policy was written and does support and agree to fill in for the 90 days if selected.

Current GM Felix stated he was available on an interim basis if needed.

General Counsel Barbara Brenner stated she knew of a Mitch Dion, Engineer from Sacramento Suburban who President Dills also spoke to prior to the meeting.

President Dills stated that we should give the ad hoc committee direction on the hiring of an interim GM.

Director Green still questioned the appointment of the previous GM Mary Henrici. GC Brenner stated Director Henrici would have to resign from the position on the board prior to the Ad Hoc committee deciding on candidates for interim GM.

3.2 General Manager Job Announcement

The General Manager Announcement was provided to the Board for approval.

President Dills reviewed changes on the job announcement with the Board regarding a word change, increasing the salary range from 90k-120k and updating the budget amount. Director Green requested additional change to the GM salary range be increased to $125k and adding the word **primary** in front of "face of the district"

It was moved by Director Ridilla and seconded by President Dills to approve the General Manager Job Announcement posting with the suggested changes. Directors Green, Dills, Ridilla, Henrici and Harris voted yes. The motion carried with unanimous vote of 5-0-0.

3.3 Ad Hoc Committee

Director Green and Director Harris volunteered to be on committee.

President Dills appointed himself and Director Harris.

Director Ridilla stated the interim GM should vet the permanent GM. The Board discussed hiring the interim by the next Board Meeting. Director Green stated he felt Engineer Mr. Carson should be appointed for the interim, so time can be better spent on the hiring of the permanent General Manager.

4. DIRECTORS' AND GENERAL MANAGER COMMENTS

5. ADJOURNMENT

President Dills adjourned the meeting at 6:30 p.m.

Respectfully submitted,

Signature on File_____
Ralph Felix, Secretary

Signature on File_____
Brent Dills, President of the Board