

Agenda
Rio Linda / Elverta Community Water District
Executive Committee

Visitors/Depot Center
6730 Front Street
Rio Linda, CA 95673

October 7, 2019
6:00 p.m.

Minutes:

The meeting was called to order at 6:05 P.M. The meeting was attended by Director Harris, Director Green General Manager Tim Shaw and District Engineer Mike Vasquez. There were no members of the public in attendance.

Call to Order

Public Comment None present.

Items for Discussion:

1.	Review and discuss the expenditures of the District for the Month of August 2019.
	<i>Director Green asked for and received clarification of the Wage Works items in the report. Activity on Wage Works is the employees flexible spending accounts and is NOT District financial activity, Employee payroll deductions are processed through our accounts, but the money spent is employee money.</i> <i>Director Harris requested additional information and assurances regarding the August 20th payment to Anthem Blue Cross for now deceased retiree Gerald Wickham. The District was aware of his passing on Sept. 1, 2019 and has taken actions to reconcile any overcharge for retiree medical insurance.</i>
2.	Review and discuss the financial reports for the Month of August 2019.
	<i>The Executive Committee forwarded this item onto the October 21st Board agenda with the Committee's recommendation for approval.</i>
3.	Discuss expressing annual salaries for FLSA exempt employees (Tim and Pat) as biweekly salaries.
	<i>The General Manager summarized the written staff report for this item and providing additional clarifications requested by the Committee</i> <i>The Executive Committee forwarded the item onto the October 21st Board agenda with the Committee's recommendation for Board approval.</i>
4.	Discuss the anticipated attendance of Sher Edling LLP at the 10-21-2019 Board meeting.
	<i>The General Manager provided very basic, general background information to the Committee regarding the existing litigation and existing engagement of specialty Legal Counsel (Sher Edling LLP). There will be a closed session item on the October 21st Board agenda to allow new Board Members to meet Sher Edling personnel and receive an update on existing litigation.</i>
5.	Discuss the current status of entitlement requests for Elverta Specific Plan projects.
	<i>The General Manager provided an update to the Committee on recent correspondence with Sacramento County Planning regarding a project in Elverta Specific Plan. There is no need to forward an item onto the Board's agenda at this time.</i>
6.	Update to the Capital Improvement Plan projects list.
	<i>The District Engineer provided an oral summary of his written report. Director Harris inquired as to why the District has not initiated one of the small, lower priority pipe improvement projects. The District Engineer and General Manager clarified the status of the not yet Board approve projects list and the consequences on higher priority projects if lower-cost, lower priority projects or started now.</i>
7.	Discuss Forthcoming Method for Reducing Vehicle Operating Costs.
	<i>The General Manager summarized the written reports and additional documents associated with this</i>

item. Director Harris inquired to clarify the differences between the written report and independent research she had performed. The difference are generally explained by the government contract vs. private sector. For example, the cost to government agencies for the GPS devices is only \$0.01 each.

Director Green asked about the option to use GPS tracking in the existing District cell phones provided to the employees. The General Manager explained the pre-existing lawsuits that have resulted from such practices and the additional benefits for the vehicle GPS system, including tracking wasteful vehicle idling practices, smog test avoidance, and maintenance notifications.

There is no Board Action required for this item.

8. Discuss the need, process and funding for authorizing the filling of the Operations Foreman position.

The General Manager summarized the written reports and expanded on the organizational structure improvements that should be considered in conjunction with this item. For example, the Position Description for Foreman should be improved to reflect the requirement to have and maintain Backflow Tester certification. Such improvements in position description will entail a meet and confer process with Teamsters Local 150.

The Committee forwarded this item onto the October 21st Board agenda with the Committee's recommendation for Board approval.

9. Report from District Engineer on current and future projects.

The District Engineer summarized his written report and expanded in the area of Well 16 bid documents, which need to be updated then forwarded to Legal Counsel for review.

There is no Board action required to the update item. There will need to be a Board approval of Well 16 bid specifications documents and Board authorization to solicit bid responses. The Well 16 construction Board actions can only be considered if all document prep and Legal Counsel review has been completed in time for posting the October 21st Board agenda and documents.

Directors' and General Manager Comments

Sacramento LAFCo election to fill vacancies will be on the October 21, 2019 Board meeting agenda.

The General Manager also reported that the annual financial audit has been recently completed, but we have not yet received the written report. The Committee directed that the written report be placed on the October 21st agenda if received in time. This would preclude having to wait until the November regular Board meeting.

Items Requested for Next Month's Committee Agenda

- Need for updating fees (other than the Service Application fee recently updated).

Adjournment

Meeting was adjourned at 7:11 P.M.

Next Executive Committee meeting: Monday, November 4, 2019 at 6:00 p.m.