

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

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

December 2, 2019
6:00 p.m.

Minutes: The meeting was called to order at 6:00 P.M. The meeting was attended by Director Harris, Director Green, General Manager Tim Shaw and Contract District Engineer Mike Vasquez. There were no members of the public in attendance.

Call to Order 6:00 P.M.

Public Comment: None present

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.	Review and discuss the expenditures of the District for the Month of October 2019.
	<p><i>The Directors enquired about the 10/18/2019 check for a \$887.50 refund of deposit to a customer: Tim Shaw opined it's likely a hydrant account deposit refund judging by the amount. Directors requested a follow up report to confirm the scope of the credit and to reveal the payee.</i></p> <p><i>Follow up provided to the Executive Committee via email on 12-3-2019:</i> <i>The account is a hydrant deposit account, which is why the deposit is for a relatively large amount. The District charges a \$1,000 deposit to discourage the hydrant customers from stealing (advertently or otherwise) the District's meter. In this case, the customer was Ria's Ranch and they returned the District's meter (as most hydrant account customers do), so Ria's Ranch received the remaining balance of the deposit (\$1,000 minus the fees/charges for the water they used).</i></p> <p><i>The Directors enquired about the payment to John Todd. Tim Shaw responded we have engaged John Todd for webmaster, website security services. Director Harris expressed some concerns for engaging John Todd. Director Green responded that he is confident John Todd will provide professional services to the District.</i></p> <p><i>Tim Shaw reiterated that the Executive Committee members could improve the efficiency and effectiveness of the meetings if they give him even the slightest advance notice of questions they have on the expenditures reports. By the time the meetings start, at the Depot, there is no ability to look quickly look up answers to the typical questions like the deposit refund. These types of questions seem to recur virtually every meeting.</i></p> <p><i>The Executive Committee forwarded the Expenditures Report onto the 12-16-2019 Board agenda with their recommendation for Board approval.</i></p>
2.	Review and discuss the financial reports for the Month of October 2019.
	<p><i>The Executive Committee forwarded the Financial Report onto the 12-16-2019 Board agenda with their recommendation for Board approval</i></p>

3. Discuss the annual process for adjusting RLECWD Capacity Fees.
<p><i>Director Harris read extensively from Ordinance 2016-01 Exhibit 1 included with the agenda packets. Exhibit 1 was provided with highlights on all of the capacity fees that are authorized to be adjusted for inflation on January 1st of each year. However, Director Harris' focus was on the non-highlighted portions of Exhibit 1, the description of penalties for unauthorized access of private fire lines (as contrasted with public fire hydrants). The context of Director Harris's concerns was the reported abuses of public fire hydrants discussed under the public comment calendar during the 11-18-2019 Board meeting.</i></p> <p><i>Tim Shaw explained that this (12/2/2019 Executive Committee) agenda item is expressly for the annual construction cost index inflation adjustment of Capacity Fees as established in Ordinance 2016-01. The charges for unauthorized use of public fire hydrants are addressed in Ordinance 2013-01 Exhibit 3, which has no inflation adjustment provision. To modify Ordinance 2013-01 Exhibit 3, a cost of service study would need to be performed and may also entail engaging a rates consultant.</i></p> <p><i>The Executive Committee forwarded the item onto the 12-16-2019 Board agenda with their recommendation for Board approval.</i></p>
4. Discuss the need and process for revising the District's policies associated with construction of Accessory Dwelling Units (ADUs).
<p><i>Tim Shaw summarized the relevant aspects of SB-13, which the legislators intended to streamline the construction of new Accessory Dwelling Units (ADUs) and reduce the construction costs through the elimination and/or reduction of development costs. Of particular focus, is a provision in SB-13 stipulating that water and sewer service provider may (emphasis added) require a separate connection for detached ADUs. Conversely, SB-13 prohibits requiring new connections and charging capacity fees for attached ADUs. The District's current policy for ADU construction (both attached and detached) is to require new connections pursuant to the 2011 building code change mandating residential fire sprinkler systems on all new construction. However, SB-13 exempts fire sprinklers on ADUs if the main dwelling unit is not equipped with fire sprinklers.</i></p> <p><i>Director Green expressed his support for continuing to require new connections for detached ADUs. Director Green further recognized the influence of new termination of service requirements (SB-998) on detached ADUs without a separate connection.</i></p> <p><i>The Executive Committee forwarded the item onto the January 27, 2019 Board agenda, thus allowing for additional public discussion, e.g. another Executive Committee item on January 6, 2019.</i></p>
5. Update from Contract District Engineer.
<p><i>Mike Vasquez updated the Executive Committee on the Well 16 bidding process, capital improvement projects list, and the Electric Avenue small-scale development project.</i></p> <p><i>Director's Harris and Green had some general scope and infrastructure questions about the Electric Avenue project and the Well 16 bid process, which Mike Vasquez adeptly answered.</i></p>
6. Discuss the potential for cancelling the January 6, 2020 Executive Committee meeting, e.g. if the Chair and Board do not appoint 2020 Executive Committee Members at the December 16 th regular Board meeting.
<p><i>Tim Shaw reminded the Committee about the potential for cancellation as has been experienced in the past due to the onboarding Chair and/or preliminarily assigned Directors not being ready to ratify the assignments.</i></p>

Directors' and General Manager Comments

Director Green reported the results of the recent LAFCo election.

Tim Shaw explained the anticipated timeline for considering a policy revision pursuant to SB-998.

Adjournment

Director Harris adjourned the meeting at 7:15 P.M.

Next Executive Committee meeting: Monday, January 6, 2020 at 6:00 P.M