

Minutes
Rio Linda / Elverta Community Water District
Executive Committee

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

April 6, 2020
6:00 p.m.

Minutes: The meeting was called to order at 6:00 P.M. The meeting was attended by Director Reisig, 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.

Items for Discussion:

1.	Review and discuss the expenditures of the District for the month of February 2020.
<i>Director Reisig questioned the \$2,590 refund. The refund was to the business owner of Starbucks. The irrigation service line size was reduced during the design review stage, prior to actual construction. However, Starbucks did not submit a revised service application. The result was the District has been overcharging Starbucks from the date service began.</i>	
<i>The Executive Committee forwarded the February 2020 Expenditures Report onto the April 20th Board agenda with the Committee's recommendation for approval.</i>	
2.	Review and discuss the financial reports for the month of February 2020.
<i>The Executive Committee forwarded the February 2020 Financial Reports onto the April 20th Board agenda with the Committee's recommendation for approval.</i>	
3.	Discuss the April 2, 2020 Governor's Executive Order N-42-20 Prohibiting Service Terminations for Non-Payment.
<i>Directors Reisig and Green expressed their concern regarding the subject order. The Directors were particularly perplexed by the potential to create excessive delinquent account balances, virtually insurmountable for some customers. The debt is not forgiven, and the District is prohibited from gifting public funds. Some customers my mistake the Governor's Executive Order as erasing the debt instead of postponing the service termination.</i>	
<i>The Executive Committee forwarded this item onto the April 20th Board agenda.</i>	
4.	Discuss the status of meter replacements backlog and the staffing shortage limiting recovery.
<i>The General Manager updated that the meter backlog has been eliminated. The dedicated efforts of staff have enabled the District to exceed expectations.</i>	
<i>The Executive Committee directed the GM to issue a press release regarding the eliminated backlog of meter replacements.</i>	
5.	Update from the Contract District Engineer.
<i>Mike Vasquez summarized his written report to the Committee and provided additional detail on the status of the Well 16 construction contract award to Anvil Builders. Mike also augmented his report on the Fox Hallow project.</i>	

a. Capital Improvement Plan Projects List, next steps.	
<i>Mike Vasquez reiterated the need for the Board to adopt the CIP projects list, how Board approved list will be used to establish a Capital Budget, and the sequencing of the adopted CIP projects list and the inception of the rates study. Mike also explained the rationale for making a separate worksheet in the workbook for the Surcharge 2 funded projects. Mike indicated his intention to place estimated costs and estimated completion target dates into the list to help illustrate the variables and consequences of revising the variables.</i>	
<i>The Executive Committee forwarded the item onto the April 20th agenda with a recommendation that the Board provide directions on the next step(s), including public workshops or staff estimates prior to scheduling the Board's consideration of CIP Projects List adoption.</i>	
6.	Discuss the biannual (election years) submittals to Sacramento County Elections Office.
<i>The Executive Committee forwarded Resolution 2020-02 onto the April 20th Board agenda with the Committee's recommendation for Board approval.</i>	
7.	Discuss the form of meeting (regular, electronic, cancelled or rescheduled) to be held for the April 20 th Board of Directors meeting.
<i>Directors Green and Reisig recommended the same style of Board Meeting held for the March 16th meeting, lots of space between seats to accommodate social distancing.</i>	

Directors' and General Manager Comments

None

Items Requested for Next Month's Committee Agenda: None

Adjournment 7:45 P.M.

<p>ADA COMPLIANCE STATEMENT</p> <p><i>In compliance with the Americans with Disabilities Act, if you need special assistance or materials to participate in this meeting, please contact the District Office at 916-991-1000. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and agenda materials.</i></p>
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