

**MINUTES OF THE
DECEMBER 21, 2020
BOARD OF DIRECTORS REGULAR MEETING
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL

The December 21, 2020 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. via Zoom Video Conference. This meeting was held in accordance with executive order n-29-20, issued by California governor Gavin Newsom on March 17, 2020, the Ralph M. Brown act (California government code section 54950, et seq.), and the federal Americans with disabilities act. General Manager Tim Shaw took roll call of the Board of Directors. President Jason Green, Director Robert Reisig, Director Mary Harris, Director Chris Gifford, Director Ridilla and General Manager Tim Shaw, and Legal Counsel Kerry Fuller were present.

2. ELECTION OF OFFICERS

2.1 The Board will elect officers, President and Vice President of the Board.

Director Reisig nominated Director Jason Green to stay as the Board President. Director Green accepted. Director Ridilla nominated Director Robert Reisig. Director Reisig declined the position.

The Board moved to nominate Director Jason Green as Board President. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with unanimous roll call vote of 5-0-0.

Director Ridilla nominated Director Robert Reisig as Vice-President.

The Board moved to nominate Director Robert Reisig as Board Vice-President. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with unanimous roll call vote of 5-0-0

2.2 Confirmation of Committee Appointments and other Board Member Assignments.

Executive Committee

It was moved by Director Ridilla and seconded by Director Reisig to nominate Director Jason Green and Director Robert Reisig for the Executive Committee. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with unanimous roll call vote of 5-0-0.

ACWA

ACWA JPIA

It was moved by Director Gifford and seconded by Director Reisig to nominate Director John Ridilla to ACWA and ACWA/JPA. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with unanimous roll call vote of 5-0-0.

3. PUBLIC COMMENT

4. CONSENT CALENDAR

4.1 Minutes – November 16, 2020

4.2 October Expenditures

4.3 October Financial Reports

No public comment.

It was moved by Director Harris and seconded by Director Green to approve the Consent Calendar. Directors Green, Reisig, Ridilla, Gifford and Harris voted yes. The motion carried with unanimous roll call vote of 5-0-0.

REGULAR CALENDAR

5. ITEMS FOR DISCUSSION AND ACTION

5.1 General Manager's Report

GM Shaw provided a written report.

No public comment on this item.

The Board made no action on this item

5.2 District Engineer's Report – Mike Vasquez

Mike Vasquez provided a written report to the Board of projects in the works since the last meeting of the Board. The report highlighted topics of General District Engineering and Well 16 Pumping Station Construction Project.

No public comment on this item.

The Board made no action on this item.

5.3 Annual Inflation Adjustment of RLECWD Capacity Fees

Ordinance 2016-01 stipulates an annual adjustment for the RLECWD capacity fees be implemented on January 1st each year. Adjustment of capacity fees for inflation of construction costs is standard practice and delineated in the Ordinance. The Board needs to review the construction cost index report provided by the Contract District Engineer at the December Board meeting, then authorize the adjustment of capacity fees for inflation via adopting revision 3 to Exhibits in Resolution 2018-03.

Failure to adjust capacity fees is a lapse in the District's obligation to the existing customers, customers already having paid the capacity fees. Capacity fees directly correlate to the cost of current and future infrastructure. Lapses in the administration of the capacity fee program threaten the viability of the program.

No public comment on this item.

It was moved by Director Harris and seconded by Director Ridilla to approve the adjustment for inflation of construction cost in the capacity fees by adopting Revision 3 to Exhibits 1 and 2 of Resolution 2018-03. Directors Reisig, Harris, Ridilla, Gifford and Green voted yes. The motion carried with unanimous roll call vote of 5-0-0.

5.4 Consider Approving a Request for Proposals (RFP) for Services to Replace Specified Portions of Distribution System Piping, and Further Authorize Solicitation for Responses.

The Executive Committee received a recommendation from the District Engineer to consider the Annual Pipe Replacement Project RFP at the 12/21/2021 Board meeting. The draft RFP was not reviewed at the 12/7/2020 Executive Committee meeting, therefore committee recommendation for Board approval is inappropriate. Nevertheless, it would be appropriate for the Board to review the draft RFP and approve the document if the Board deems it acceptable. The draft RFP was included with the Board packets.

Approval of the RFP enables the District to solicit responses for construction services for the Annual Pipe Replacement Project as referenced in the District's Capital Improvement Program (CIP) projects list.

It was moved by Director Harris and seconded by Director Green to approve the RFP for Annual Pipe Replacement Project construction services, and further recommend the Board direct staff to solicit responses to the RFP. Directors Reisig, Harris, Ridilla, Green, and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

5.5 Consider Designating Specified District Assets to be Surplus Pursuant to District Policy.

District policy requires formal designation by the Board of Directors to declare assets to be surplus, and District policy further stipulates how assets so declared to be surplus are to be dispositioned at fair market value.

The current list of assets worthy of Board consideration are:

- Three used workstation computers, approximately 5-7 years old, originally purchased for less than \$400 each (i.e. low-quality computers when new).
- One server computer formerly used with the Advanced Metering Infrastructure (AMI), which became worthy of surplus designation via Neptune (meters vendor) transitioning to a cloud-based system.
- Audio equipment originally purchased for RLECWD Board meetings. The equipment is designed for purposes other than the District's intended use. The equipment requires hours of set up time before each meeting, which makes the equipment highly impractical under the District's logistical constraints (regardless of COVID), where the meetings are held in rented space. The audio equipment is bulky, unnecessarily occupying storage space.

No public comment on this item.

It was moved by Director Ridilla and seconded by Director Reisig declare the above-described assets to be surplus, and further direct staff to disposition the surplus assets pursuant to District policy. Directors Reisig, Harris, Ridilla, Green, and Gifford voted yes. The motion carried with a roll call vote of 5-0-0.

5.6 Consider Continued Financial Participation in the Water Bank study via approving the Water Bank Phase 2 MOU.

The Board approved the District's participation in phase 1 of the Water Bank MOU in April 2019. At that time, the District was a member agency in the Regional Water Authority (RWA). A little more than a year later, the District withdrew membership in RWA.

Although establishing and certifying the Water Bank is a worthwhile, defensible endeavor, it is likely less practical to continue formal participation and cost sharing with the other Water Bank participants. As a non-member in RWA, the District's continued participation will entail an additional 20% administrative cost. To illustrate; instead of paying the minimum participation cost of \$10,000, the District would pay an additional 20% or \$12,000.

Another option worthy of Board consideration is to informally participate in the Water Bank proliferation. The District could attend meetings and could correspond to support the ultimate objective of establishing the Water Bank. When/if the Water Bank is established, membership in the project will not be established as a prerequisite for Water Banking participation.

No public comment on this item.

It was moved by Director Harris and seconded by Director Green decline continued financial participation in the Water Bank efforts, and further direct staff to convey the District's position regarding Water Bank participation to Regional Water Authority staff. Directors Reisig, Harris, Ridilla, Gifford and Green voted yes. The motion carried with unanimous roll call vote of 5-0-0.

5.7 Authorize any new Board Member Assignments (committees and other) announced by the Chair pursuant to District Policy 2.01.065.

No public comment on this item - **The Board took no action on this item.**

6 INFORMATION ITEMS

6.1. DISTRICT ACTIVITY REPORT

- 6.1.1. Water Operations - Report provided.
- 6.1.2. Conservation - Report Provided.
- 6.1.3 Completed and Pending Items Report- Report provided.

6.2. BOARD REPORTS

- 6.2.1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
- 6.2.2. Sacramento Groundwater Authority – Harris, Reisig. Agenda provided.
- 6.2.3. Sacramento Groundwater Authority (with RWA and SCGA) 3x3- Reisig- Minutes provided.
- 6.2.4 Executive Committee – Green, Reisig - Minutes provided.
- 6.2.4. ACWA/JPIA – Ridilla - No Report

7. DIRECTORS' AND GENERAL MANAGER COMMENTS – Director Reisig mentioned to the full Board that RCI Plumbing is building a new facility on Elverta/Sorento Rd. Would the District consider the idea of that location for offices? GM Shaw stated it could be added for consideration at the next Board Meeting.

8. ADJOURNMENT

Director Green adjourned the meeting at 7:48 p.m.
Respectfully submitted,

Signature on File
Timothy R. Shaw, Secretary

Signature on File
Jason Green, President of the Board