

**MINUTES OF THE OCTOBER 23, 2023  
BOARD OF DIRECTORS REGULAR MEETING  
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**

**The Link below provides access the video of this meeting.**

<https://vimeo.com/877557730?share=copy>

**The numbers in parentheses next to each action item correlate to time marks on the video of the meeting.**

**1. CALL TO ORDER, ROLL CALL**

The October 23, 2023 meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitor Depot Center 6730 Front St., Rio Linda, CA 95673. This meeting was physically open to the public.

General Manager Tim Shaw took roll call of the Board of Directors. Director Jason Green, Director Chris Gifford, Director Vicky Young, Director Mary Harris, General Manager Tim Shaw, Mike Vasquez, Vasquez Engineering, and Legal Counsel were present. Director Anthony Cline was absent. Director Green led the pledge of allegiance.

**2. PUBLIC COMMENT**–Public member commented on the Urban Water Meeting with the State Water Resources Board she attended was very informative.

**3. CONSENT CALENDAR (4:25)**

**3.1. September 25, 2023 Minutes**

**3.2 August Expenditures**

**3.3 August Financials**

Comments/Questions –Public member had questions on expenditure report.

*(7:08) It was moved by Director Gifford and seconded by Director Green to approve the Consent Calendar. Directors Green, Young, Harris, and Gifford voted yes. Director Cline was absent. The motion passed with a roll call vote of 4-0-0.*

**4. REGULAR CALENDAR  
ITEMS FOR DISCUSSION AND ACTION**

**4.1 GM Report (11:01)**

The General Manager, Tim Shaw provided his monthly report to the Board of Directors.

Comments/Questions – A Director mentioned that the report didn't reflect participation in the State Water Resources Board Public Hearing. GM Shaw stated he attended the workshop via the web.

Public member had questions on the expense report.

*The Board took no action on this item.*

**4.2 Public Works Projects Report (15:35)**

Mike Vasques, Vasquez Engineering report provided, Active Development Reviews (only projects with updates from the last Board Meeting), CIP Dry Creek Road Pipe Replacement Project Phase 1 & 2. Well 15 Hexavalent Chromium Treatment Project

Comments/Questions – No comment.

*The Board took no action on this item.*

#### **4.3 Consider Transitions for Contract Engineer Services. (17:25)**

4.3.1 Consider Authorizing Proposed Revisions to Professional Services Agreement with EKI Environment and Water (EKI).

*(35:37) It was moved by Director Gifford and seconded by Director Harris to authorize the Proposed Revisions to Professional Services Agreement with EKI Environment and Water (EKI). Directors Green, Harris, Young, and Gifford voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0*

4.3.2 Consider Authorizing Engagement with Vasquez Engineering for Contract District Engineer Services.

*(35:55) It was moved by Director Gifford and seconded by Director Green to authorize engagement with Vasquez Engineering for Contract District Engineering Services. Directors Green, Harris, Young, and Gifford voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0*

4.3.3 Consider Authorizing the Payment of Late Submitted Invoices from EKI for Construction Management Services on Well 16 Pumping Station.

*(36:55) It was moved by Director Young and seconded by Director Gifford Authorizing the Payment of Late Submitted Invoices from EKI for Construction Management Services on Well 16 Pumping Station. Directors Green, Harris, Young, and Gifford voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0*

Comments/Questions –No Comment.

#### **4.4 Consider Accepting the Independent Auditor’s Report for Fiscal Year 2022/2023 (37:45)**

Comments/Questions – Public member commented on the financial highlights of the report.

*(44:50) It was moved by Director Young and seconded by Director Harris to accept the Independent Auditor’s Report for Fiscal Year 2022-2023. Directors Green, Harris, and Young voted yes. Director Gifford voted no. Director Cline was absent. The motion carried with a roll call vote of 3-1-0.*

#### **4.5 Consider Approving the Addendum to the Employment Agreement with the General Manager. (45:50)**

Comments/Questions – Director had a question on the COLA percentage the GM would receive.

*(49:55) It was moved by Director Gifford and seconded by Director Harris to approve the addendum to the Employment Agreement with the General Manager. Directors Green, Harris, Young, Gifford and voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0.*

#### **4.6 Consider Authorizing Changes to the Dates and Locations for RLECWD Public Meetings in December 2023. (50:10)**

Comments/Questions – Directors discussed having the meeting on the 3<sup>rd</sup> Monday.

*(56:50) It was moved by Director Gifford and seconded by Director Harris to move the regular Board Meeting in December to the 13<sup>th</sup> of December and cancel the Executive Committee Meeting. Directors Green, Young and Gifford voted yes. Director Harris voted no. Director Cline was absent. The motion carried with a roll call vote of 3-1-0.*

#### **4.7 Consider Authorizing Board Member Compensation Requiring Board Approval Pursuant to Policy 2.20.140. (57:53)**

Comments/Questions – No Comment.

*(59:40) It was moved by Director Harris and seconded by Director Green to authorize Director Cline’s request for compensation of late submittals for reimbursement. Young, Gifford, Green and Harris voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0.*

#### **4.8 Consider Customers’ Request for Board Consideration of Billing Issues. (59:50)**

Comments/Questions – There was general discussion by the Board on the reasons for the customers requests.

Public member commented that there are resources out there for customers experiencing a financial hardship.

*(1:12:39) It was moved by Director Gifford and seconded by Director Green to reject both customers requests for a waiver of their water bills. Green, Young, and Gifford voted yes. Director Harris abstained. The motion carried with a roll call vote of 3-0-1.*

**4.9 Consider Discussion of Board Direction to Staff Regarding Drafting a Policy for Compliance with AB 2449 Remote Meeting Participation by Board Members. (1:14:00)**

Comments/Questions – There was general discussion with the Board, GM Shaw and General Counsel on requirements for remote meeting participation.

Public member mentioned that other water districts allow the ratepayers to participate by zoom at the meetings.

*(1:22:53) It was moved by Director Gifford and seconded by Director Harris to create a policy for no remote meeting participation by Board Members. Green, Young, Gifford, and Harris voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0*

**4.10 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065 (1:25:20)**

4.10.1 Consider Forming an Ad Hoc Committee for 2023 Cost Of Living Adjustment (COLA) Negotiations.

Comments/Questions – No comments.

*(1:26:53) President Young recommended Director Chris Gifford and herself on the COLA committee. Green, Young, Gifford, and Harris voted yes. Director Cline was absent. The motion carried with a roll call vote of 4-0-0*

**5. INFORMATION ITEMS**

**5.1 District Activities Reports (1:26:46)**

- 5.1.1 Water Operations Report – Written report provided.
- 5.1.2 Completed and Pending Items Report – Written report provided.
- 5.1.3 Leak Repair Report – Report provided.
- 5.1.4 Preliminary Water Loss Audit
- 5.1.5 Minor Budget Revision #1

Comments/Questions – Public member commented on a pile of dirt that remains at customer address on Elkhorn Blvd. She had another questions on possibility of putting locks on the District’s fire hydrants.

**5.2 Board Member Report (1:48:35)**

- 5.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065 – No action.
- 5.2.2 Sacramento Groundwater Authority – Harris (primary) – Agenda provided.
- 5.2.3 Executive Committee – Gifford, Cline – Minutes provided.
- 5.2.4 ACWA/JPIA – Cline – Nothing to report.

**6. DIRECTORS’ AND GENERAL MANAGER COMMENTS – No comments.**

**7. ADJOURNMENT - The meeting was adjourned at 8:30 pm.**

Respectfully submitted,

Signature on File  
Timothy R. Shaw, Secretary

Signature on File  
Vicky Young, President of the Board