

# **RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS**

**October 26, 2026 (6:30 p.m.)**

Visitor's / Depot Center  
6730 Front Street  
Rio Linda, CA 95673

*Our Mission is to provide a safe and reliable water supply in a cost-effective manner.*

## **AGENDA**

The Board may discuss and take action on any item listed on this agenda, including items listed as information items. The Board may also listen to the other items that do not appear on this agenda, but the Board will not discuss or take action on those items, except for items determined by the Board pursuant to state law to be of an emergency or urgent nature requiring immediate action. The Board may address any item(s) in any order as approved by the Board.

The public will be given the opportunity to directly address the Board on each listed item during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or any majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection at the District office at 730 L Street, Rio Linda, CA 95673. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the District office at (916) 991-1000. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

### **1. CALL TO ORDER, ROLL CALL, & PLEDGE OF ALLEGIANCE**

### **2. PUBLIC COMMENT**

*2.1. Members of the public are invited to speak to the Board regarding items within the subject matter jurisdiction of the District that are not on the agenda or items on the consent agenda. Each speaker may address the Board once under Public Comment for a limit of 2 minutes. (Policy Manual § 2.01.160).*

### **3. CONSENT CALENDAR *Action items: Approve Consent Calendar Items***

#### **3.1. Minutes**

*The Board is being asked to approve the Minutes from September 28, 2026 Regular Board Meeting and October 14, 2026 Special Board Meeting.*

#### **3.2. Expenditures**

*The Interim General Manager recommends the Board approve the August 2026 Expenditures.*

#### **3.3. Financial Reports**

*The Interim General Manager recommends the Board approve the August 2026 Financial Reports.*

### **4. PUBLIC COMMENT PRIOR TO CLOSED SESSION**

### **5. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO DISCUSS THE FOLLOWING ITEM:**

**CONFERENCE WITH LABOR NEGOTIATORS -**  
Agency's Designated Representative: Anthony Cline  
Employee Organization: Teamsters Local 150

### **6. RETURN TO OPEN SESSION, REPORTABLE ACTIONS FROM CLOSED SESSION**

### **7. REGULAR CALENDAR**

## **ITEMS FOR DISCUSSION AND ACTION**

### **7.1 Interim GM Report.**

7.1.1 *The Interim General Manager will provide his monthly report to the Board of Directors*

### **7.2 District Engineer's Report.**

7.2.1 *The Contract District Engineer will provide his monthly report to the Board of Directors*

### **7.3 Consider Authorization of Cr6 Treatment Vessel Pre-Purchase for Wells 2A and 10.**

### **7.4 Consider Authorization of Shallow Well Feasibility Study Agreement at Well 15 Site.**

### **7.5 Consider Approving a Partial Professional Services Proposal with CPS HR for Recruiting a New General Manager.**

### **7.6 Consider Dates for November Executive Committee and Board Meeting.**

### **7.7 Consider Approving Alsco Uniform Service Agreement Proposal.**

### **7.8 Consider Approving RDN Water Capacity and ADU Fee Study Proposal**

### **7.9 Authorize any New Board Member Assignments (committees and other) Proposed by the Chair Pursuant to District Policy 2.01.065.**

## **8 INFORMATION ITEMS**

### **8.1 District Activities Reports**

8.1.1 Water Operations Report

8.1.2 Leak Repair Report

8.1.3 Conservation Report

### **8.2 Board Member Reports**

8.2.1 Report any ad hoc committees dissolved by requirements in Policy 2.01.065

8.2.2 Sacramento Groundwater Authority – Liverett

8.2.3 Executive Committee – Young, Liverett

8.2.4 ACWA/JPIA – Cline

8.2.5 Chromium Treatment Ad Hoc- Liverett/Green

8.2.6 MOU Negotiations Ad Hoc – Gifford, Green

## **9. DIRECTORS' AND GENERAL MANAGER COMMENTS**

## **10. ADJOURNMENT –**

Upcoming meetings:

### **Executive Committee**

November 9, 2026, Monday, 6:00 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA

### **Board Meeting**

November 30, 2026, Monday, 6:30 pm. Visitors / Depot Center, 6730 Front St. Rio Linda, CA



## Consent Calendar Agenda Item: 3.1

**Date:** October 26, 2026

**Subject:** Minutes

**Staff Contact:** Felix M. Felix, Interim General Manager

**Recommended Committee Action:**

N/A -Minutes of Board meetings are not reviewed by committees.

**Current Background and Justification:**

These minutes are to be reviewed and approved by the Board of Directors.

**Conclusion:**

I recommend the Board review and approve (as appropriate) the minutes of meetings provided with your Board packets.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_

(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

## MINUTES OF THE SEPTEMBER 28, 2026 PUBLIC HEARING AND REGULAR MEETING OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT BOARD OF DIRECTORS

The Link below provides the video access of this meeting.

<https://vimeo.com/1231549355>

### 1. CALL TO ORDER, ROLL CALL & PLEDGE OF ALLEGIANCE

The September 28 2026, meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:30 p.m. Visitors/Depot Center 6730 Front St., Rio Linda, CA 95673. This meeting was physically open to the public.

Interim General Manager Felix M. Felix took roll call of the Board of Directors. Director Jason Green, Director Chris Gifford, Director Vicky Young, Director Anthony Cline, Interim General Manager Felix M. Felix, Legal Counsel, and Mike Vasquez, Contract District Engineer were present. Director Liverett was absent.

**2. PUBLIC COMMENT-** Public members commented on the approval of the rent a cop at the meeting and the public comment period.

### 3. CONSENT CALENDAR Action items: Approve Consent Calendar Items (4:12)

**3.1** July 27, 2026, August 24, 2026, and September 9, 2026 Minutes

**3.2** July 2026 Expenditures

**3.3** July 2026 Financial Reports.

Comments/Questions – Director Young provide input on a correction needed on page 2 of the July 27th minutes.

Comments/Questions – Public member commented on the office supplies in the expenditure reports.

*(4:19) It was moved by Director Gifford seconded by Director Green to approve the consent calendar. Directors Cline, Green, Young, and Gifford voted yes. Director Liverett was absent. The motion carried by a roll call vote of 4-0-0.*

### PUBLIC HEARING TO CONSIDER ADOPTING THE FISCAL YEAR 2026-27 OPERATING AND CAPITAL IMPROVEMENTS BUDGETS (9:08)

**4.1. Open Public Hearing**

**4.2. Fiscal Year 2026-27 Operating and Capital Improvement Budgets**

**4.3. Public Comment**

**4.4. Close Public Hearing**

**4.5. Consider Adoption of Resolution No. 2026-05 to approve the Fiscal Year 2026-27 Operating and Capital Improvement Budgets**

*(25:06) It was moved by Director Cline seconded by Director Green to approve Resolution No. 2026-05 FY 2026-27 Operating and Capital Improvement Budgets. Directors Cline, Green, and Gifford voted yes. Director Young voted no. Director Liverett was absent. The motion carried by a roll call vote of 3-1-0.*

### 5. REGULAR CALENDAR

**5.1 GM Report (26:11)**

Felix M. Felix, Interim GM provided a written report to the Board along with mentioning the newest employee, hired by the District, who is dual certified.

Comments/Questions – No public comment.

***The Board took no action on this item.***

## **5.2 District Engineer's Report (28:01)**

Mike Vasquez, Contract District Engineer, reported on the Water Meter Replacements, Water Valve Replacement Project, Well 15 Hexavalent Chromium Treatment project, 2025 Urban Water Management Plan, Hexavalent Chromium Compliance Plan, Development Review, and General Contract District Engineer Administrative Tasks.

Comments/Questions – Director Young and public member had general questions pertaining to Jim Carson's contract.

## **5.3 CPS HR Invoice for GM Recruitment 7-24-26. (35:06)**

Comments/Questions – General discussion and questions by the Board. No public comment.

***(43:59) It was moved by Director Gifford seconded by Director Green to direct staff to pay the CPS HR invoice. Directors Cline, Green, and Gifford voted yes. Director Young voted no. Director Liverett was absent. The motion carried by a roll call vote of 3-1-0.***

## **5.4 Consider Verizon Antenna & Radio Unit Replacement on District Water Tank. (45:41)**

Comments/Questions – General discussion and questions by the Board. Public member commented that the District was supposed to get paid a compensation outside of the lump sum agreed to in the original Verizon contract.

***(58:38) It was moved by Director Green seconded by Director Cline to allow Verizon's Antenna and Radio Unit Replacement on the District Water Tank. Directors Cline, Green, and Gifford voted yes. Director Young abstained. Director Liverett was absent. The motion carried by a roll call vote of 3-0-1.***

## **5.5. Consider Revised GM Recruitment Advertisements and Solicitations. (1:02:20)**

Comments/Questions – General discussions by the Board. Director Young suggested posting the flyers included in the Board packet around the community. Public members questioned if this advertisement could be posted other places online like indeed.

***(1:13:15) It was moved by Director Cline seconded by Director Green to abandon the GM Recruitment in house and use CPS HR. Directors Cline, Green, Gifford, and Young voted yes. Director Liverett was absent. The motion carried by a roll call vote of 4-0-0.***

## **5.6. Board Director Request to review 2025 and 2017 District Organization Charts. (1:22:40)**

Comments/Questions – General discussion by the Board. Director Young disagreed that since the Engineer and General Manager work at the pleasure of the Board then the Board should be able to contact them at their pleasure. General Counsel gave input that under most organizations' the District Engineer reports to the GM. GM Felix shared some other organization charts documents with the Board and public.

Public member questioned why it's a problem for a Board Member to contact the District Engineer. Public member made a suggestion on the org chart. Public member made comments regarding personnel.

***(1:38:57) It was moved by Director Green seconded by Director Cline to revise the 2025 District Organization Chart to placing the District Engineer under the General Manager along with the employees and the General Counsel off to the side. Directors Green, Gifford, and Cline voted yes. Director Young voted no. Director Liverett was absent. The motion carried by a roll call vote of 3-1-0.***

## **5.7 Consider RDN for RLECWD Water Rate Study (1:47:18)**

Comments/Questions – Public member commented that the employees’ raises weren’t included in the information.

*(1:52:07) It was moved by Director Gifford and seconded by Director Cline to authorize the Water Rate Study with RDN. Directors Cline, Green, Young, Gifford and Green voted yes. Director Liverett was absent. The motion carried by a roll call vote of 4-0-0.*

## **5.8. Authorize any New Board Member Assignments (committees and other) Proposed by the Chair (1:54:05)**

*President Cline dissolved the GM Recruitment Committee. GM Felix suggested a Chromium6 Ad Hoc Committee.*

*President Cline assigned Director Liverett and Director Green to the Chromium-6 Ad Hoc Committee.*

**6. PUBLIC COMMENT PRIOR TO CLOSED SESSION – (1:15:47)** – Public member commented on the closed session topics.

**(2:01:00) Director Young stated she would not take part in Closed Session and dismissed herself from the meeting.**

## **7. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS:**

### **7.1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVT CODE 54956.9(d)(1)**

7.1 Two items: Public Employees Relations Board Charges SA-CE-1293-M and SA-CE-1299-M

### **7.2 CONFERENCE WITH LABOR NEGOTIATORS**

Agency’s Designated Representative: Anthony Cline

Employee Organization: Teamsters Local 150

## **8. RETURN TO OPEN SESSION, REPORTABLE ACTIONS FROM CLOSED SESSION**

President Cline reported no reportable action was taken.

## **INFORMATION ITEMS**

### **9.1. District Activities Reports (2:02:00)**

**9.1.1.** Water Operations Report – Report provided.

**9.1.2.** Conservation Report – Report provided.

**9.1.3.** Leak Repair Report – Report provided.

**9.1.4.** Minor Budget Revisions

### **9.2. Board Member Reports (2:03:01)**

**5.2.1.** Report any ad hoc committees dissolved by requirements in Policy 2.01.065.

**5.2.2.** Sacramento Groundwater Authority– Liverett

**5.2.3.** Executive Committee –Young/Liverett – Minutes Provided.

**5.2.3.** ACWA/JPIA – Cline

**5.2.4.** Capacity Fees Ad Hoc – Liverett/Cline – No Report- Committee to be dissolved.

**5.2.5.** MOU Negotiations Ad Hoc – Gifford/Green – On going.

**5.2.6.** GM Recruitment Committee- Gifford/Young– No Report- Committee to be dissolved.

**ADJOURNMENT** - The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

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Felix M. Felix, Secretary of the Board of Directors

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Anthony Cline, President of the Board

DRAFT

**MINUTES OF THE OCTOBER 14, 2026 SPECIAL MEETING  
OF THE RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT BOARD OF DIRECTORS**

The link below provides video access to the meeting.

<https://vimeo.com/1236249055>

**1. CALL TO ORDER, ROLL CALL & PLEDGE OF ALLEGIANCE**

The October 14, 2026, meeting of the Board of Directors of the Rio Linda/Elverta Community Water District called to order at 6:00 p.m. Visitors/Depot Center 6730 Front St., Rio Linda, CA 95673. This meeting was physically open to the public.

Interim General Manager Felix M. Felix took roll call of the Board of Directors. Director Jason Green, Director Chris Gifford, Director Vicky Young, Director Maria Liverett, Director Anthony Cline, and Interim General Manager Felix M. Felix. Director Gifford led the pledge of allegiance.

**2. PUBLIC COMMENT PRIOR TO CLOSED SESSION-** Public members made comments.

**3. CLOSED SESSION - THE BOARD OF DIRECTORS WILL MEET IN CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS:**

**CONFERENCE WITH LABOR NEGOTIATORS**

**Agency's Designated Representative : Anthony Cline**

**Employee Organization: Teamsters Local 150.**

**4. RETURN TO OPEN SESSION, REPORT OF ITEMS FROM CLOSED SESSION**

President Cline reported that the Board took no reportable action.

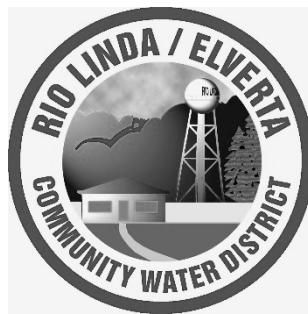
**5. DIRECTORS' AND GENERAL MANAGER COMMENTS-** No comments.

**6. ADJOURNMENT** – The Board President adjourned the meeting at 8:30 p.m.

Respectfully submitted,

\_\_\_\_\_  
Felix M. Felix, Secretary of the Board of Directors

\_\_\_\_\_  
Anthony Cline, President of the Board



## Consent Calendar Agenda Item: 3.2

**Date:** October 26, 2026

**Subject:** Expenditures

**Staff Contact:** Felix M. Felix, Interim General Manager

### Recommended Committee Action:

The Interim General Manager recommends Board approval of the August 2026 Expenditures report.

### Current Background and Justification:

These expenditures have been completed since the last regular meeting of the Board of Directors.

### Conclusion:

Board approval of the Consent Agenda incorporates approval of the August 2026 Expenditures report.

### Board Action / Motion

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_

**(A) Yea (N) Nay (Ab) Abstain (Abs) Absent**

Cash Basis

**Rio Linda Elverta Community Water District  
Expenditure Report  
August 2026**

**EFT's and Checks**

| <b>Date</b> | <b>Num</b> | <b>Name</b>                          | <b>Memo</b>                                           | <b>Amount</b> |
|-------------|------------|--------------------------------------|-------------------------------------------------------|---------------|
| 08/05/2026  | EFT        | QuickBooks Payroll Service           | For PP Ending 08/01/26 Pay date 08/06/26              | 15,790.78     |
| 08/06/2026  | EFT        | CalPERS                              | For PP Ending 08/01/26 Pay date 08/06/26              | 2,725.49      |
| 08/06/2026  | EFT        | CalPERS                              | For PP Ending 08/01/26 Pay date 08/06/26              | 557.16        |
| 08/06/2026  | EFT        | Internal Revenue Service             | Employment Taxes                                      | 5,628.00      |
| 08/06/2026  | EFT        | Employment Development               | Employment Taxes                                      | 1,110.08      |
| 08/06/2026  | EFT        | Empower                              | Deferred Compensation Plan: Employer & Employee Share | 1,928.21      |
| 08/12/2026  | EFT        | ABS Direct                           | Outsourced Billing Printing & Postage                 | 6,966.21      |
| 08/12/2026  | EFT        | ACWA/JPIA Powers Insurance Authority | EAP & Cyber Liability Insurance                       | 1,227.16      |
| 08/12/2026  | EFT        | Adept Solutions                      | Monthly Computer Maintenance & Repair                 | 1,605.40      |
| 08/12/2026  | EFT        | BSK Associates                       | Coliform Lab Fees                                     | 579.20        |
| 08/12/2026  | EFT        | Buckmaster Office Solutions          | Printing Meter Fees                                   | 140.81        |
| 08/12/2026  | EFT        | Cater, Doug                          | Backflow Certified Testing                            | 1,500.00      |
| 08/12/2026  | EFT        | CivicPlus LLC                        | Website                                               | 105.00        |
| 08/12/2026  | EFT        | Columbia Bank Credit Card            | July 2026                                             | 3,879.52      |
| 08/12/2026  | EFT        | Comcast                              | Telephone-Landline                                    | 133.29        |
| 08/12/2026  | EFT        | CoreLogic Solutions                  | Subscription-Property Reports                         | 109.27        |
| 08/12/2026  | EFT        | County of Sacramento                 | Permits                                               | 1,958.50      |
| 08/12/2026  | EFT        | Felix and Associates LLC             | Interim General Manager Contract                      | 9,230.76      |
| 08/12/2026  | EFT        | Ferguson Waterworks                  | Neptune 360 Annual Maintenance Contract               | 15,374.30     |
| 08/12/2026  | EFT        | Inductive Automation                 | Annual Maintenance Contract                           | 2,472.00      |
| 08/12/2026  | EFT        | PG&E                                 | Utilities                                             | 47.08         |
| 08/12/2026  | EFT        | Ramos Oil Inc.                       | Transportation Fuel                                   | 1,125.88      |
| 08/12/2026  | EFT        | Republic Services                    | Utilities                                             | 243.96        |
| 08/12/2026  | EFT        | Rio Linda Hardware                   | Shop Supplies                                         | 443.16        |
| 08/12/2026  | EFT        | Sierra Chemical Company              | Treatment-Chlorine                                    | 3,759.04      |
| 08/12/2026  | EFT        | SMUD                                 | Utilities                                             | 30,142.74     |
| 08/12/2026  | EFT        | SPOK                                 | Field IT                                              | 190.74        |
| 08/12/2026  | EFT        | Tesco Controls                       | Annual Maintenance Contract                           | 11,000.00     |
| 08/12/2026  | EFT        | UniFirst Corporation                 | Uniforms                                              | 700.70        |
| 08/12/2026  | EFT        | USA Bluebook                         | Treatment Supplies                                    | 853.38        |
| 08/12/2026  | EFT        | Vanguard Cleaning Systems            | Janitorial                                            | 195.00        |
| 08/12/2026  | EFT        | Vasquez Engineering                  | Engineering                                           | 7,750.00      |
| 08/12/2026  | EFT        | Verizon Wireless                     | Field Communication                                   | 635.67        |
| 08/12/2026  | EFT        | Verizon Connect                      | Field IT                                              | 63.80         |
| 08/04/2026  | EFT        | RDO Equipment                        | Capital Improvement: Vacuum Trailer                   | 136,666.81    |
| 08/12/2026  | EFT        | Dynasty Pumps                        | Capital Improvement: Pump Replacements                | 69,996.63     |
| 08/12/2026  | EFT        | Ferguson Waterworks                  | Capital Improvement - Meter Replacements              | 58,960.76     |
| 08/12/2026  | EFT        | Vasquez Engineering                  | Capital Improvement - Urban Water Management Plan     | 1,625.00      |
| 08/19/2026  | EFT        | QuickBooks Payroll Service           | For PP Ending 08/15/26 Pay date 8/20/26               | 15,772.47     |
| 08/20/2026  | EFT        | Internal Revenue Service             | Employment Taxes                                      | 5,599.68      |
| 08/20/2026  | EFT        | Employment Development               | Employment Taxes                                      | 1,102.34      |

Cash Basis

**Rio Linda Elverta Community Water District  
Expenditure Report  
August 2026**

|                                                              |      |                                  |                                                       |                          |
|--------------------------------------------------------------|------|----------------------------------|-------------------------------------------------------|--------------------------|
| 08/20/2026                                                   | EFT  | CalPERS                          | For PP Ending 08/15/26 Pay date 8/20/26               | 2,725.49                 |
| 08/20/2026                                                   | EFT  | CalPERS                          | For PP Ending 08/15/26 Pay date 8/20/26               | 557.16                   |
| 08/20/2026                                                   | EFT  | Empower                          | Deferred Compensation Plan: Employer & Employee Share | 1,948.02                 |
| 08/24/2026                                                   | EFT  | Wageworks                        | FSA Administration Fee                                | 86.75                    |
| 08/24/2026                                                   | 3605 | Sacramento County Clerk Recorder | Lien Fees                                             | 100.00                   |
| 08/24/2026                                                   | EFT  | Customer                         | Final Bill Refund                                     | 193.49                   |
| 08/24/2026                                                   | EFT  | Customer                         | Final Bill Refund                                     | 41.50                    |
| 08/24/2026                                                   | EFT  | Customer                         | Final Bill Refund                                     | 68.82                    |
| 08/24/2026                                                   | EFT  | Customer                         | Final Bill Refund                                     | 73.22                    |
| 08/24/2026                                                   | EFT  | Customer                         | Final Bill Refund                                     | 100.00                   |
| 08/24/2026                                                   | EFT  | Chacon, Socoro                   | Notary Services                                       | 220.00                   |
| 08/24/2026                                                   | EFT  | ICONIX Waterworks                | Distribution Supplies                                 | 1,055.95                 |
| 08/24/2026                                                   | EFT  | Kaiser Permanente                | Health Insurance                                      | 2,832.00                 |
| 08/24/2026                                                   | EFT  | Kronick, Moskovitz & Tiedermann  | Legal - July 2026; includes \$5,112.00 for PRA        | 6,778.05                 |
| 08/24/2026                                                   | EFT  | Liebert Cassidy Whitmore         | Legal - June 2026 Personnel                           | 2,602.00                 |
| 08/24/2026                                                   | EFT  | Principal                        | Dental & Vision Insurance                             | 1,563.61                 |
| 08/24/2026                                                   | EFT  | O Reilly Auto                    | Transportation Maintenance                            | 115.22                   |
| 08/24/2026                                                   | EFT  | Ramos Oil Inc.                   | Transportation Fuel                                   | 613.14                   |
| 08/24/2026                                                   | EFT  | Rio Linda Elverta Parks District | Meeting Fee - August                                  | 100.00                   |
| 08/24/2026                                                   | EFT  | RW Trucking                      | Distribution Supplies                                 | 891.11                   |
| 08/24/2026                                                   | EFT  | Sierra Chemical Company          | Treatment-Chlorine                                    | 1,626.24                 |
| 08/24/2026                                                   | EFT  | Tesco Controls                   | Field IT                                              | 2,101.70                 |
| 08/24/2026                                                   | EFT  | Vasquez Engineering              | Engineering                                           | 2,500.00                 |
| 08/24/2026                                                   | EFT  | Western Health                   | Health Insurance                                      | 9,298.82                 |
| <b>Total 10020 - Operating Account Budgeted Expenditures</b> |      |                                  |                                                       | <b><u>458,483.71</u></b> |

**Board Member Compensation**

| Date                                  | Meeting Date | Name           | Memo                        | Amount                 |
|---------------------------------------|--------------|----------------|-----------------------------|------------------------|
| 08/06/2026                            | 06/22/2026   | Anthony Cline  | RLECWD Board Meeting        | 100.00                 |
| 08/06/2026                            | 07/27/2026   | Anthony Cline  | RLECWD Board Meeting        | 100.00                 |
| 08/06/2026                            | 07/27/2026   | Jason Green    | RLECWD Board Meeting        | 100.00                 |
| 08/20/2026                            | 06/10/2026   | Maria Liverett | Executive Committee Meeting | 100.00                 |
| 08/20/2026                            | 06/22/2026   | Maria Liverett | RLECWD Board Meeting        | 100.00                 |
| 08/20/2026                            | 07/08/2026   | Maria Liverett | Executive Committee Meeting | 100.00                 |
| 08/20/2026                            | 07/27/2026   | Maria Liverett | RLECWD Board Meeting        | 100.00                 |
| 08/20/2026                            | 08/12/2026   | Maria Liverett | ACWA & Executive Meeting    | 100.00                 |
| 08/20/2026                            | 08/13/2026   | Maria Liverett | SGA Meeting                 | 100.00                 |
| 08/06/2026                            | 07/08/2026   | Vicky Young    | Executive Committee Meeting | 100.00                 |
| 08/06/2026                            | 07/18/2026   | Vicky Young    | Ad Hoc - GM Recruitment     | 100.00                 |
| 08/06/2026                            | 07/27/2026   | Vicky Young    | RLECWD Board Meeting        | 100.00                 |
| 08/20/2026                            | 08/12/2026   | Vicky Young    | Executive Committee Meeting | 100.00                 |
| <b>Total Credit Card Expenditures</b> |              |                |                             | <b><u>1,300.00</u></b> |

Cash Basis

**Rio Linda Elverta Community Water District  
Expenditure Report  
August 2026**

**Credit Card Transactions**

| Date                                  | Num | Name                                    | Memo                                         | Amount                 |
|---------------------------------------|-----|-----------------------------------------|----------------------------------------------|------------------------|
| 07/02/2026                            | CC  | Galco Industrial Electronics            | Pumping Maintenance                          | 333.53                 |
| 07/02/2026                            | CC  | Future Ford                             | Transportation Maintenance                   | 463.90                 |
| 07/02/2026                            | CC  | BC Water Jobs                           | Field Staff Recruitment Advertising          | 400.00                 |
| 07/02/2026                            | CC  | BC Water Jobs                           | GM Recruitment Advertising                   | 550.00                 |
| 07/07/2026                            | CC  | Walmart                                 | Office Expense                               | 88.06                  |
| 07/09/2026                            | CC  | CA-NV Section AWWA                      | Field Staff Training                         | 285.00                 |
| 07/14/2026                            | CC  | Zoom Video Communications               | Computer Systems - Zoom monthly subscription | 16.99                  |
| 07/15/2026                            | CC  | ACWA/JPIA Powers Insurance Authority    | GM Recruitment Advertising                   | 825.00                 |
| 07/16/2026                            | CC  | BC Water Jobs                           | Field Staff Recruitment Advertising          | 99.00                  |
| 07/17/2026                            | CC  | Rio Linda Gas & Mart                    | Transportation Fuel                          | 50.00                  |
| 07/20/2026                            | CC  | Rio Linda Gas & Mart                    | Transportation Fuel                          | 100.00                 |
| 07/22/2026                            | CC  | Crexendo Business Solutions             | Telephone                                    | 80.47                  |
| 07/23/2026                            | CC  | Intuit                                  | Payroll Service Fee                          | 29.50                  |
| 07/23/2026                            | CC  | Rio Linda Gas & Mart                    | Transportation Fuel                          | 50.00                  |
| 07/27/2026                            | CC  | Government Finance Officers Association | Membership Dues                              | 200.00                 |
| 07/27/2026                            | CC  | Rio Linda Gas & Mart                    | Transportation Fuel                          | 150.85                 |
| 07/27/2026                            | CC  | Rio Linda Gas & Mart                    | Transportation Fuel                          | 157.22                 |
| <b>Total Credit Card Expenditures</b> |     |                                         |                                              | <b><u>3,879.52</u></b> |

**Employee Paid Pass-throughs**

| Date                                                                                          | Num | Name                               | Memo                               | Amount                 |
|-----------------------------------------------------------------------------------------------|-----|------------------------------------|------------------------------------|------------------------|
| 08/12/2026                                                                                    | EFT | Teamsters                          | Union Dues                         | 561.00                 |
| 08/06/2026                                                                                    | EFT | California State Disbursement Unit | Employee Garnishment               | 332.00                 |
| 08/15/2026                                                                                    | EFT | AFLAC                              | Employee Funded Premiums           | 401.94                 |
| 08/20/2026                                                                                    | EFT | California State Disbursement Unit | Employee Garnishment               | 332.00                 |
| 08/31/2026                                                                                    | EFT | WageWorks                          | FSA Expenditures - Employee Funded | 521.25                 |
| <b>Total 10020 · Operating Account Non-Budgeted Expenditures: Employee Paid Pass-throughs</b> |     |                                    |                                    | <b><u>2,148.19</u></b> |

**Other Expenditures**

**Transfers**

| Date       | Num      | Memo                                      | Account                              | Amount       |
|------------|----------|-------------------------------------------|--------------------------------------|--------------|
| 08/04/2026 | Transfer | CIP Checks Written from Operating Account | 10480 · Capital Improvement: General | (136,666.81) |
| 08/04/2026 | Transfer | CIP Checks Written from Operating Account | 10020 · Operating Fund               | 136,666.81   |
| 08/12/2026 | Transfer | Monthly Debt Service Transfer             | 10020 · Operating Fund               | (17,000.00)  |
| 08/12/2026 | Transfer | Monthly Debt Service Transfer             | 10350 · Umpqua Bank Debt Service     | 17,000.00    |
| 08/12/2026 | Transfer | Monthly CIP Transfer                      | 10020 · Operating Fund               | (54,092.00)  |
| 08/12/2026 | Transfer | Monthly CIP Transfer                      | 10480 · General                      | 54,092.00    |
| 08/12/2026 | Transfer | CIP Checks Written from Operating Account | 10480 · Capital Improvement: General | (130,582.39) |
| 08/12/2026 | Transfer | CIP Checks Written from Operating Account | 10020 · Operating Fund               | 130,582.39   |
| 08/27/2026 | Transfer | Surcharge 1 Bi-Monthly Wire Transfer      | 10020 · Operating Fund               | (88,434.56)  |
| 08/27/2026 | Transfer | Surcharge 1 Bi-Monthly Wire Transfer      | 10020 · Surcharge 1 Account          | 88,434.56    |
| 08/27/2026 | Transfer | Surcharge 2 Bi-Monthly Wire Transfer      | 10020 · Operating Fund               | (73,540.30)  |
| 08/27/2026 | Transfer | Surcharge 2 Bi-Monthly Wire Transfer      | 10380 · Surcharge 2 Account          | 73,540.30    |



## Consent Calendar Agenda Item: 3.3

**Date:** October 26, 2026

**Subject:** Financial Reports

**Staff Contact:** Felix M. Felix, Interim General Manager

### **Recommended Committee Action:**

The Interim General Manager recommends Board approval of the August 2026 Financial Reports.

### **Current Background and Justification:**

The financial reports are for the District's balance sheet, profit and loss, and capital improvements year to date. These financials are to be presented to the Board of Directors to inform them of the District's current financial condition.

### **Conclusion:**

Board approval of the Consent Agenda incorporates approval of the August 2026 Financial Report.

### **Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_  
 Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

## Unaudited Balance Sheet

As of August 31, 2026

**ASSETS****Current Assets**

|                                     |              |
|-------------------------------------|--------------|
| 100 · Cash & Cash Equivalents       |              |
| 10000 · Operating Account           |              |
| 10020 · Operating Fund              | 1,333,535.36 |
| Total 10000 · Operating Account     | 1,333,535.36 |
| 10475 · Capital Improvement         |              |
| 10480 · General                     | 476,225.57   |
| 10485 · Vehicle Replacement Reserve | 57,948.49    |
| Total 10450 · Capital Improvement   | 534,174.06   |

|                                                    |              |
|----------------------------------------------------|--------------|
| Total 100 · Non-Restricted Cash & Cash Equivalents | 1,867,709.42 |
|----------------------------------------------------|--------------|

**102 · Restricted Assets**

|                                       |              |
|---------------------------------------|--------------|
| 102.2 · Restricted for Debt Service   |              |
| 10700 · ZIONS Inv/Surcharge 1 Reserve | 569,522.63   |
| 10300 · Surcharge 1 Account           | 1,201,710.46 |
| 10350 · Revenue Bond                  | 76,633.58    |
| 10380 · Surcharge 2 Account           | 864,055.47   |

|                                           |              |
|-------------------------------------------|--------------|
| Total 102.2 · Restricted for Debt Service | 2,711,922.14 |
|-------------------------------------------|--------------|

**102.4 · Restricted Other Purposes**

|                                           |              |
|-------------------------------------------|--------------|
| 10385 · Available Funding Cr6 Projects #1 | 464,142.71   |
| 10481 · Available Funding Cr6 Projects #2 | 436,649.75   |
| 10491 · Future Capital Imp Projects       | 2,689,583.13 |
| 10492 · Cr6 Settlement                    | 4,284,217.09 |
| 10600 · LAIF Account - Capacity Fees      | 1,072,714.44 |
| 10650 · Operating Reserve Fund            | 340,064.15   |

|                                         |              |
|-----------------------------------------|--------------|
| Total 102.4 · Restricted Other Purposes | 9,287,371.27 |
|-----------------------------------------|--------------|

|                               |               |
|-------------------------------|---------------|
| Total 102 · Restricted Assets | 11,999,293.41 |
|-------------------------------|---------------|

|                     |          |
|---------------------|----------|
| Accounts Receivable | 4,181.74 |
|---------------------|----------|

**Other Current Assets**

|                                     |            |
|-------------------------------------|------------|
| 12000 · Water Utility Receivable    | 99,721.99  |
| 12200 · Accrued Revenue             | 150,000.00 |
| 12250 · Accrued Interest Receivable | 6,267.80   |
| 16000 · Prepaid Expense             | 136,191.34 |
| 16075 · OPEB GASB 75                | 25,135.00  |

|                            |            |
|----------------------------|------------|
| Total Other Current Assets | 417,316.13 |
|----------------------------|------------|

|                      |               |
|----------------------|---------------|
| Total Current Assets | 14,288,500.70 |
|----------------------|---------------|

**Capital Assets**

|                                    |                |
|------------------------------------|----------------|
| 17000 · General Plant Assets       | 670,138.83     |
| 17100 · Water System Facilities    | 26,112,260.60  |
| 17300 · Intangible Assets          | 383,083.42     |
| 17500 · Accum Depreciation & Amort | -13,283,955.74 |
| 18000 · Construction in Progress   | 378,142.58     |
| 18100 · Land                       | 576,672.45     |

|                      |               |
|----------------------|---------------|
| Total Capital Assets | 14,836,342.14 |
|----------------------|---------------|

**Other Assets**

|                                |            |
|--------------------------------|------------|
| 18500 · ADP CalPERS Receivable | 350,000.00 |
| 19000 · Deferred Outflows      | 562,294.00 |
| 19900 · Suspense Account       | 0.00       |

|                    |            |
|--------------------|------------|
| Total Other Assets | 912,294.00 |
|--------------------|------------|

|                     |                      |
|---------------------|----------------------|
| <b>TOTAL ASSETS</b> | <b>30,037,136.84</b> |
|---------------------|----------------------|

## Unaudited Balance Sheet

As of August 31, 2026

## LIABILITIES &amp; NET POSTION

## Liabilities

## Current Liabilities

|                  |            |
|------------------|------------|
| Accounts Payable | 123,228.50 |
|------------------|------------|

|                           |            |
|---------------------------|------------|
| Other Current Liabilities | 981,106.49 |
|---------------------------|------------|

|                           |              |
|---------------------------|--------------|
| Total Current Liabilities | 1,104,334.99 |
|---------------------------|--------------|

## Long Term Liabilities

|                        |            |
|------------------------|------------|
| 23500 · Lease Buy-Back | 361,012.27 |
|------------------------|------------|

|                          |              |
|--------------------------|--------------|
| 25000 · Surcharge 1 Loan | 1,495,380.93 |
|--------------------------|--------------|

|                          |              |
|--------------------------|--------------|
| 25050 · Surcharge 2 Loan | 1,315,040.16 |
|--------------------------|--------------|

|                             |            |
|-----------------------------|------------|
| 26000 · Water Rev Refunding | 843,851.00 |
|-----------------------------|------------|

|                          |            |
|--------------------------|------------|
| 26500 · ADP CalPERS Loan | 320,000.00 |
|--------------------------|------------|

|                               |            |
|-------------------------------|------------|
| 29000 · Net Pension Liability | 934,369.00 |
|-------------------------------|------------|

|                                  |            |
|----------------------------------|------------|
| 29500 · Deferred Inflows-Pension | 106,857.00 |
|----------------------------------|------------|

|                               |           |
|-------------------------------|-----------|
| 29600 · Deferred Inflows-OPEB | 28,354.00 |
|-------------------------------|-----------|

|                             |              |
|-----------------------------|--------------|
| Total Long Term Liabilities | 5,404,864.36 |
|-----------------------------|--------------|

|                   |              |
|-------------------|--------------|
| Total Liabilities | 6,509,199.35 |
|-------------------|--------------|

## Net Position

|                                         |               |
|-----------------------------------------|---------------|
| 31500 · Invested in Capital Assets, Net | 10,998,838.46 |
|-----------------------------------------|---------------|

|                                   |           |
|-----------------------------------|-----------|
| 31800 · Restricted for OPEB Asset | 25,135.00 |
|-----------------------------------|-----------|

|                                     |            |
|-------------------------------------|------------|
| 32000 · Restricted for Debt Service | 705,225.24 |
|-------------------------------------|------------|

|                      |               |
|----------------------|---------------|
| 38000 · Unrestricted | 11,996,571.16 |
|----------------------|---------------|

|             |             |
|-------------|-------------|
| Net Revenue | -197,832.37 |
|-------------|-------------|

|                    |               |
|--------------------|---------------|
| Total Net Position | 23,527,937.49 |
|--------------------|---------------|

|                                 |               |
|---------------------------------|---------------|
| TOTAL LIABILITIES & NET POSTION | 30,037,136.84 |
|---------------------------------|---------------|

Accrual Basis

**Rio Linda Elverta Community Water District**  
**Operating Profit & Loss Budget Performance**  
**August 2026**

|                                                       | <u>Annual Budget</u> | <u>Aug 26</u>     | <u>Jul - Aug 26<br/>YTD</u> | <u>% of<br/>Annual<br/>Budget</u> | <u>YTD Annual<br/>Budget<br/>Balance</u> |
|-------------------------------------------------------|----------------------|-------------------|-----------------------------|-----------------------------------|------------------------------------------|
| <b>Ordinary Income/Expense</b>                        |                      |                   |                             |                                   |                                          |
| <b>Revenue</b>                                        |                      |                   |                             |                                   |                                          |
| <b>Total 40000 · Operating Revenue</b>                | 3,407,931.00         | 165,485.56        | 406,844.10                  | 11.94%                            | 3,001,086.90                             |
| <b>41000 · Nonoperating Revenue</b>                   |                      |                   |                             |                                   |                                          |
| <b>41110 · Investment Revenue</b>                     |                      |                   |                             |                                   |                                          |
| 41112 · Interest Revenue                              | 35.00                | 3.49              | 6.86                        | 19.60%                            | 28.14                                    |
| <b>Total 41110 · Investment Revenue</b>               | 35.00                | 3.49              | 6.86                        | 19.60%                            | 28.14                                    |
| <b>41120 · Property Tax</b>                           | 147,000.00           | 2,793.17          | 2,793.17                    | 1.90%                             | 144,206.83                               |
| <b>41140 · Other Non-Operating Revenue</b>            | 0.00                 | 11,687.53         | 11,687.53                   | 100.00%                           | -11,687.53                               |
| <b>Total 41000 · Nonoperating Revenue</b>             | 147,035.00           | 14,484.19         | 14,487.56                   | 9.85%                             | 132,547.44                               |
| <b>Total Operating &amp; Non-Operating Revenue</b>    | 3,554,966.00         | 179,969.75        | 421,331.66                  | 11.85%                            | 3,133,634.34                             |
| <b>Expense</b>                                        |                      |                   |                             |                                   |                                          |
| <b>60000 · Operating Expenses</b>                     |                      |                   |                             |                                   |                                          |
| <b>60010 · Professional Fees</b>                      | 682,600.00           | 22,163.31         | 36,471.35                   | 5.34%                             | 646,128.65                               |
| <b>60100 · Personnel Services</b>                     |                      |                   |                             |                                   |                                          |
| 60110 · Salaries & Wages                              | 776,400.00           | 48,330.36         | 96,165.30                   | 12.39%                            | 680,234.70                               |
| 60150 · Employee Benefits & Expense                   | 537,361.00           | 31,643.50         | 65,090.79                   | 12.11%                            | 472,270.21                               |
| <b>Total 60100 · Personnel Services</b>               | 1,313,761.00         | 79,973.86         | 161,256.09                  | 12.27%                            | 1,152,504.91                             |
| <b>60200 · Administration</b>                         | 340,386.00           | 18,581.40         | 72,510.33                   | 21.30%                            | 267,875.67                               |
| <b>64000 · Conservation</b>                           | 500.00               | 0.00              | 0.00                        | 0.00%                             | 500.00                                   |
| <b>65000 · Field Operations</b>                       | 926,300.00           | 70,077.69         | 101,486.71                  | 10.96%                            | 824,813.29                               |
| <b>Total 60000 · Operating Expenses</b>               | 3,263,547.00         | 190,796.26        | 371,724.48                  | 11.39%                            | 2,891,822.52                             |
| <b>69000 · Non-Operating Expenses</b>                 |                      |                   |                             |                                   |                                          |
| <b>69010 · Debt Service</b>                           |                      |                   |                             |                                   |                                          |
| <b>69100 · Revenue Bond</b>                           |                      |                   |                             |                                   |                                          |
| 69105 · Principle                                     | 173,609.00           | 0.00              | 0.00                        | 0.00%                             | 173,609.00                               |
| 69110 · Interest                                      | 29,337.00            | 0.00              | 0.00                        | 0.00%                             | 29,337.00                                |
| <b>Total 69100 · Revenue Bond</b>                     | 202,946.00           | 0.00              | 0.00                        | 0.00%                             | 202,946.00                               |
| <b>69200 · PERS ADP Loan</b>                          |                      |                   |                             |                                   |                                          |
| 69205 · Principle                                     | 35,000.00            | 0.00              | 0.00                        | 0.00%                             | 35,000.00                                |
| 69210 · Interest                                      | 1,295.00             | 0.00              | 0.00                        | 0.00%                             | 1,295.00                                 |
| <b>Total 69100 · PERS ADP Loan</b>                    | 36,295.00            | 0.00              | 0.00                        | 0.00%                             | 36,295.00                                |
| <b>Total 69010 · Debt Service</b>                     | 239,241.00           | 0.00              | 0.00                        | 0.00%                             | 239,241.00                               |
| <b>69400 · Other Non-Operating Expense</b>            | 2,300.00             | 0.00              | 0.00                        | 0.00%                             | 2,300.00                                 |
| <b>Capital A Total 69000 · Non-Operating Expenses</b> | 241,541.00           | 0.00              | 0.00                        | 0.00%                             | 241,541.00                               |
| <b>Total Operating &amp; Non-Operating Expense</b>    | 3,505,088.00         | 190,796.26        | 371,724.48                  | 10.61%                            | 3,133,363.52                             |
| <b>Net Revenue</b>                                    | <b>49,878.00</b>     | <b>-10,826.51</b> | <b>49,607.18</b>            |                                   |                                          |

RIO LINDA ELVERTA COMMUNITY WATER DISTRICT  
UNAUDITED CAPITAL BUDGET 2025-2026  
August 2026

15

| Description                                          | Annual Budget         | Aug 26              | YTD<br>Jul -Aug 26  | % of Annual<br>Budget | YTD Budget<br>Balance |
|------------------------------------------------------|-----------------------|---------------------|---------------------|-----------------------|-----------------------|
| Well 15 Cr6 Treatment Design and CEQA                | 90,420.00             | 1,121.25            | 1,121.25            | 1.24%                 | 89,298.75             |
| District Office Roof                                 | 40,000.00             | 0.00                | 0.00                | 0.00%                 | 40,000.00             |
| Vacuum Trailer Replacement                           | 140,000.00            | 0.00                | 136,666.81          | 97.62%                | 3,333.19              |
| 2025 Urban Water Management Plan                     | 65,000.00             | 13,161.00           | 14,786.00           | 22.75%                | 50,214.00             |
| <b>Total Continued Ongoing Projects</b>              | <b>335,420.00</b>     | <b>14,282.25</b>    | <b>152,574.06</b>   | <b>45.49%</b>         | <b>182,845.94</b>     |
| Annual Hydrant Replacement Program                   | 150,000.00            | 0.00                | 17,848.50           | 11.90%                | 132,151.50            |
| Annual Miscellaneous Pump Replacements               | 100,000.00            | 69,996.63           | 69,996.63           | 70.00%                | 30,003.37             |
| Annual Meter Replacements                            | 190,000.00            | 103,527.00          | 103,527.00          | 54.49%                | 86,473.00             |
| Annual Pipeline Replacement                          | 422,534.00            | 0.00                | 0.00                | 0.00%                 | 422,534.00            |
| <b>Total New Annual Projects</b>                     | <b>862,534.00</b>     | <b>173,523.63</b>   | <b>191,372.13</b>   | <b>22.19%</b>         | <b>671,161.87</b>     |
| Maintenance Equipment & Tools: Diaphragm Pumps       | 7,000.00              | 0.00                | 0.00                | 0.00%                 | 7,000.00              |
| Maintenance Equipment & Tools: Diffusers             | 10,000.00             | 0.00                | 0.00                | 0.00%                 | 10,000.00             |
| Maintenance Equipment & Tools: Flow Tester/Diffusers | 10,500.00             | 0.00                | 0.00                | 0.00%                 | 10,500.00             |
| Maintenance Equipment & Tools: Light Trailer         | 6,000.00              | 0.00                | 0.00                | 0.00%                 | 6,000.00              |
| Transportation Equipment: Truck                      | 50,000.00             | 0.00                | 0.00                | 0.00%                 | 50,000.00             |
| Water Treatment: Well 15 Cr6 Treatment               | 3,000,000.00          | 0.00                | 0.00                | 0.00%                 | 3,000,000.00          |
| Water Treatment: Well 10 Cr6 Treatment               | 2,250,000.00          | 0.00                | 0.00                | 0.00%                 | 2,250,000.00          |
| Water Treatment: Well 2A Cr6 Treatment               | 2,250,000.00          | 0.00                | 0.00                | 0.00%                 | 2,250,000.00          |
| <b>Total New Projects</b>                            | <b>7,583,500.00</b>   | <b>0.00</b>         | <b>0.00</b>         | <b>0.00%</b>          | <b>7,583,500.00</b>   |
| <b>Total</b>                                         | <b>\$8,781,454.00</b> | <b>\$187,805.88</b> | <b>\$343,946.19</b> | <b>3.92%</b>          | <b>\$8,437,507.81</b> |

Accrual Basis

**Rio Linda Elverta Community Water District**  
**Cr6 Settlement Profit & Loss Budget Performance**  
**August 2026**

|                                            | <u>Annual Budget</u>    | <u>Aug 26</u>           | <u>Jul - Aug 26<br/>YTD</u> | <u>% of<br/>Annual<br/>Budget</u> | <u>YTD Annual<br/>Budget<br/>Balance</u> |
|--------------------------------------------|-------------------------|-------------------------|-----------------------------|-----------------------------------|------------------------------------------|
| <b>Income</b>                              |                         |                         |                             |                                   |                                          |
| <b>41000 · Non-Operating Revenue</b>       |                         |                         |                             |                                   |                                          |
| <b>41110 · Investment Revenue</b>          |                         |                         |                             |                                   |                                          |
| <b>41112 · Interest Revenue</b>            | 54,000.00               | 10,075.11               | 19,984.43                   | 37.01%                            | 34,015.57                                |
|                                            | <u>54,000.00</u>        | <u>10,075.11</u>        | <u>19,984.43</u>            | <u>37.01%</u>                     | <u>34,015.57</u>                         |
| <b>44110 · Other Non-Operating Revenue</b> | 0.00                    | 0.00                    | 0.00                        | 0.0%                              | 0.00                                     |
| <b>Total Income</b>                        | <u>54,000.00</u>        | <u>10,075.11</u>        | <u>19,984.43</u>            | <u>37.01%</u>                     | <u>34,015.57</u>                         |
| <b>Gross Income</b>                        | <u>54,000.00</u>        | <u>10,075.11</u>        | <u>19,984.43</u>            | 37.01%                            | 34,015.57                                |
| <b>Net Income</b>                          | <u><b>54,000.00</b></u> | <u><b>10,075.11</b></u> | <u><b>19,984.43</b></u>     |                                   |                                          |

**NOTE:**

|                                | <b>Date</b> | <b>Amount</b> |
|--------------------------------|-------------|---------------|
| <b>Beginning Balance</b>       | 7/31/2026   | 4,274,141.98  |
| <b>Interest</b>                | 8/31/2026   | 10,075.11     |
| <b>GL 10492 Cr6 Settlement</b> | 8/31/2026   | 4,284,217.09  |



## **Agenda Item: 4**

**Date:** October 26, 2026

**Subject:** Public Comment for Closed Session

**Staff Contact:** Felix M. Felix, Interim General Manager

### **4. PUBLIC COMMENT FOR CLOSED SESSION**

Public comment for closed session items only. The public is invited to comment on any item listed on the closed session agenda. Each speaker is limited to 2 minutes.



## **Closed Session Agenda Item: 5**

**Date:** October 26, 2026

**Subject:** Closed Session

**Staff Contact:** Felix M. Felix, Interim General Manager

**5- CLOSED SESSION** - The Board of Directors will convene to Closed Session to discuss the following items.

### **5.2 CONFERENCE WITH LABOR NEGOTIATORS**

Agency's Designated Representative: Anthony Cline

Employee Organization: Teamsters Local 150



## Reconvene Open Session Agenda Item: 6

**Date:** October 26, 2026

**Subject:** Report of Action Taken in Closed Session

**Staff Contact:** Felix M. Felix, Interim General Manager

### 6. Return to Open Session, Report of Action Taken in Closed Session.

Announce any reportable actions authorized in closed session.

### Board Action / Motion

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline:\_\_\_\_\_ Gifford:\_\_\_\_\_ Green \_\_\_\_\_Liverett\_\_\_\_\_Young\_\_\_\_\_.  
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent



## Items for Discussion and Action

### Agenda Item: 7.1

**Date:** October 26, 2026

**Subject:** Interim General Manager's Report

**Staff Contact:** Felix M. Felix, Interim General Manager

#### **Recommended Committee Action:**

N/A this item is not reviewed by committee.

#### **Current Background and Justification:**

The Interim General Manager will provide a written report of District activities over the period since the last regular Board meeting. The Board may ask for clarifications and may also provide direction in consideration of the reported activities.

#### **Conclusion:**

No Board action is anticipated for this item.

#### **Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



**Date:** Oct. 26, 2026

**Subject:** Interim General Report

**Staff Contact:** Felix M. Felix, Interim General Manager

1. Sanitary Survey Prep, Sept. 28, 2026: Interim GM Felix spent the day with the Water System Manager, Frank Chacon to prep him for the SWRCB Sanitary Inspection of our Water System to occur on Oct. 8, 2026. Items that we discussed included the review of the previous Sanitary Inspection by the SWRCB, Consumer Confidence Report, current water treatment and distribution certification for staff, Emergency Response Plan, BSK Water Quality Monitoring Reports, Water Tank Inspection Reports, walk through assessments for well sites to note vulnerabilities for potential contamination of water sources, chlorine pump and day tank chemical leak mitigation, weed abatement clean up, and last backflow assembly testing survey. The SWRCB Final Inspection Report should be completed before the end of October.

2. GM Recruitment Options, Oct. 1-20, 2026: The Interim GM had several meetings with various recruitment consultants to include CPS HR, Koff & Associates, and Bob Murray & Associates. For CPS HR Consulting, I spoke with Recruitment Agent, Erich WonSavage to discuss GM Recruitment options for the district. After much discussion, he offered to conduct a partial service in the amount of \$18,300 to save the district money. The offer takes into account our willingness to pay the previous invoiced amount. Payments are to be billed in two equal installments of \$9,150.

For Bob Murray & Associates, I spoke with Contracts Administrator, George Lolas. They offered to conduct the GM Recruitment service for the fixed amount

of \$34,500 plus supplemental fees for Optional Services like stake holder meetings, onsite meetings, conducting surveys, and background/reference checks.

As for Koff & Associates, I spoke with Recruitment Supervisor, Chelsea Freeman. She offered to conduct the GM Recruitment Service for no less than \$28,000. Payments are to be billed monthly in four (4) equal installments of \$7,000.

3. Well 10 Failure, Oct. 4, 2026: Interim GM Felix was briefed by Water System Manager, Frank Chacon that Well 10 had a mechanical failure which resulted in a small fire. While the well motor was running, the clutch engaged, which in turn fried the clutch plate. Dynasty Pumps were called in to remove the motor, disengaging the gear box (which holds the clutch plate), and reinstalled the motor with a new upper shaft. The Well has since been repaired and is back online.

4. RDN Water Rate Study Kick-Off Meeting, Oct. 9, 2026: Interim GM Felix held a meeting with Project Manager, Anthony Elowsky to discuss the items needed to conduct the Water Rate Study, such as customer billing, meter sizes, water sources, consumption goals, O&M and CIP expenses, audited financial statements, list of assets, depreciation, and current values, as well as, master plan documents. During our discussion, I asked that he provide a proposal for conducting a water capacity and ADU fee study per the request of Board President Anthony Cline to ensure that the district is compliant and up-to-date in reviewing what the current charges should be moving forward for the district. The proposed amount for the Capacity and ADU Fee study is a nominal \$12,020 for each and have been added to the agenda for review and recommendation for approval.

5. WaterWorks Engineers, Oct. 21, 2026: Interim GM Felix has been participating in meetings with WaterWorks Engineers, Colleen Bloake and District Engineer, Mike Vasquez to discuss the progress of the 2025 Urban Water Management Plan and Water Shortage Contingency Plan. Topics of discussion included corrected water meter counts separated by sector, removal of River Arc and El Dorado Projects, implementation of the 2016 RLECWD Elverta Specific

Plan Water Assessment and the Water Distribution System map. DWR has reminded us that the plans are due by Nov. 30, 2026. They have been informed that we have been short-staffed and working on the plans. We are scheduled to complete them by the end of the calendar year.

6. Water System Operator 1 Eric Figueroa, Oct. 20, 2026. So far staff is reporting that Mr. Figueroa is working out well. He has been very attentive and helpful in initiating to be of service. He comes certified as a Grade 1 in both Treatment and Distribution and plans to move forward with his continuum in obtaining his Grade 2 Treatment and Distribution certification. As for the foremen position, we will implement a more aggressive approach in advertising to gain a good selection of potential candidates. More to come.

7. RWA Board of Directors Meeting, Oct. 22, 2026. Interim GM Felix participated in the Zoom RWA Meeting to discuss RWA's Strategic Board Work meeting. Items of discussion included: What RWA should be?, The Water Bank, Bay-Delta Agreement and ARCAP- Should RWA staff continue to prioritize work with ARCAP?, Advocacy Capacity and Unified Voice- Should RWA lead or reflect the region?, as well as, Governance and Ways of Working – Should they include targeted fixes within the current structure or structural changes?

As your Interim GM, I want to thank you for giving me the opportunity to be of service. I continue to look forward to collaborating with you to accomplish great things.

In Service,

*Felix M. Felix*

Felix M. Felix  
Interim GM  
RLECWD



## Items for Discussion and Action

### Agenda Item: 7.2

**Date:** October 26, 2026

**Subject:** Public Works Project Report

**Contact:** Mike Vasquez, PE, PLS, Contract District Engineer

#### Recommended Committee Action:

N/A this item is not reviewed by committee.

#### Current Background and Justification:

Contract District Engineer, Mike Vasquez will provide a report of District activities over the period since the last regular Board meeting. The Board may ask for clarifications and may also provide direction in consideration of the reported activities.

#### Conclusion:

No Board action is anticipated for this item.

#### Board Action / Motion

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



21 October 2026

**CONTRACT DISTRICT ENGINEER'S REPORT**

To: Felix M. Felix, Interim General Manager, Rio Linda Elverta Community Water District

From: Mike Vasquez, PE, PLS, Principal (VE), Contract District Engineer (RLECWD)

**Subject: Contract District Engineer's Report for the 26 October 2026 Board of Directors Meeting**

The Contract District Engineer is pleased to submit this brief update of duties and tasks performed for the period of 24 September 2026 to 21 October 2026:

1. **Water Meter Replacements:** Staff brought an addendum to the Board at the July Meeting for consideration to extend the water meter replacement agreement with construction contractor Rawles Engineering to replace an additional 200-250 meters. The Board decided to "table" extending the agreement while the Interim General Manager considers opportunities to replace meters "in-house". To date, Rawles Engineering has replaced 245 meters and averaged 11.7 meter installations per day. Staff has been very satisfied with the work performed by Rawles.
2. **Water Valve Replacement Project (Capital Improvement Program):** Construction contractor Rawles Engineering has completed removal and replacement of 5 valve cross locations as part of the District's 2025/2026 Capital Improvement Program. Completed sites are:
  - Site 1 (U St/Milldale Cir)
  - Site 2 (U St/10<sup>th</sup> St)
  - Site 5 (M St/6<sup>th</sup> St)
  - Site 6 (L St/4<sup>th</sup> Ave)
  - Site 11 (M St/4<sup>th</sup> Ave)

Three sites remain to be completed and are:

- Site 3 (W 2<sup>nd</sup> St east of Chisum Ave)
- Site 7 (N St/9<sup>th</sup> St)
- Site 8 (O St/8<sup>th</sup> St)

The project has been paused due to Water System Staff being occupied repairing leaks and other responsibilities, that has prevented Staff to properly shut off water service at the remaining valve cross locations. Upon successful completion of the remaining 3 sites, it is anticipated to ask for Board approval to complete 8 additional sites as part of the 2026/2027 Capital Improvement Program budget item.

3. **2025 Urban Water Management Plan (UWMP):** The Contract District Engineer continues to package data requests for the consultant to review and preparation of the UWMP. Progress meetings with the consultant take place bi-weekly, at a minimum. The

consultant anticipates submitting an administrative draft of the UWMP to the District the week of October 26, 2027. The consultant estimates completion and submittal of the UWMP to DWR by January 2027. DWR has been notified of the anticipated submittal date.

4. **Hexavalent Chromium Compliance:** Cr6 SBA-IX treatment pilot systems at Wells 2A and 10 continue to operate effectively according to the design consultant. According to the design consultant, the pilot studies will be complete by November 2026. Also according to the design consultant, the treatment designs for Wells 2A and 10 will be 90% complete the week of November 2, 2026 and will likely be advertised for construction bidding in December 2026. In addition, the Contract District Engineer has been working with the design consultant to prepare a pre-purchase agreement for the District to purchase treatment system skid mounted vessels in advance of construction bidding since the vessels will be a critical path lead time item. The pre-purchase agreement will be discussed at the October 2026 Board Meeting under a separate agenda item. It is in the District's best interest to continue to move forward as quickly as possible with treatment system installation to meet the compliance schedule.
5. **2026 Consumer Confidence Report (CCR):** The Contract District Engineer assisted the Water Systems Manager with analyzing water quality data and prepared the 2026 CCR.
6. **District Office Roof:** The Contract District Engineer is assisting the Water Systems Manager with procurement of a roofing company to repair the roof at the District office. Three roofing companies have been contacted and it is expected to receive bids in the next 1-2 weeks.
7. **2027 Urban Water Use Objective (UWUO) Annual Report:** The State Water Board released a new template to prepare the District's 2027 UWUO Annual Report. The report is due on January 1, 2027. The UWUO is essentially a yearly, supplier-specific water budget that serves as a benchmark for efficient water use. The Contract District Engineer will begin work on the report immediately, and will need to expend resources and work quickly to submit the report on time.
8. **Well 15 Site Shallow Well Feasibility Study:** The Contract District Engineer has been coordinating with a consulting hydrogeologist regarding the potential of a new, shallow well at the Well 15 site. This will be discussed under a separate agenda item at the October 2026 Board Meeting.
9. **Sacramento Suburban Water District (SSWD) Intertie Connection:** At the October Executive Committee Meeting, the Executive Committee discussed the possibility of the Interim General Manager engaging in conversation with SSWD's general manager to evaluate revising the intertie connection agreement. The current agreement allows the District to utilize the intertie for water purchases from SSWD during emergencies only. A revised agreement may include utilizing the intertie to supplement the District's water supply during the hexavalent chromium compliance period. The Interim General Manager may provide additional information regarding this item at a later date.

**10. Annual Capacity Fee Adjustments:** The Contract District Engineer typically prepares a Technical Memorandum evaluating a recommended adjustment to the District's Capacity Fees for consideration at the December Board Meeting. Fee adjustments are due every January pursuant to District Ordinance No. 2016-01, and appropriate Engineering News-Record Magazine's Construction Cost Indexes. The Board "tabled" this item at the December 2025 Board Meeting. Further discussion should take place by the Board if this item should be reconsidered at the December 2026 Board Meeting.

**11. Development Review:**

- A. **Q Street (3-Lot Residential Subdivision, south side of Q Street, between Front Street and Rio Linda Boulevard):** The developer's engineer submitted improvement plans for District review. These plans include installation of 3 water services to serve 3 new lots. The Contract District Engineer reviewed the plans and provided comments for resubmittal.
- B. **Century Palms Estates (120-Lot Residential Subdivision, Southwest Corner of M Street and Rio Linda Boulevard Intersection):** Sacramento County notified the Contract District Engineer that, while the developer has suspended involvement with the proposed development, the property owner continues to seek project approval. It is uncertain if/when approval will be obtained by the owner.
- C. **8304 Palladay Road, Elverta:** An engineer requested water system maps near the subject property. The Contract District Engineer provided the appropriate maps.

**12. General Contract District Engineer Administrative Tasks:**

- A. Prepared staff reports and attended the District's Board Meeting on 9/28/2026.
- B. Prepared staff reports and attended the District's Executive Committee Meeting on 10/14/2026.
- C. Over 10 individual meetings with Board Directors and the General Manager to discuss hexavalent chromium treatment at Wells 2A and 10.
- D. Meetings with Director Liverett and Director Green to discuss Cr6 treatment alternatives.
- E. Over 20 meetings with the Interim General Manager, District Office Staff, and Water System Operations Staff to assist with water system operations and maintenance, State regulatory requirements and submittals.

Please contact me at 530-682-9597, or email at [gmvasquez@vasquez-engineering.com](mailto:gmvasquez@vasquez-engineering.com) with any questions or require additional information.

Respectfully,

Mike Vasquez, PE, PLS  
 Principal (VE)  
 Contract District Engineer (RL/ECWD)



## Items for Discussion and Action Agenda Item: 7.3

**Date:** October 26, 2026

**Subject:** Consider Authorization of Cr6 Treatment Vessel Pre-Purchase for Wells 2A and 10

**Staff Contact:** Mike Vasquez, PE, PLS, Contract District Engineer

### **Recommended Committee Action:**

The Executive Committee discussed this item at the 10/14/2026 Committee Meeting and forwarded it to the 10/26/2026 Board Meeting for consideration.

### **Current Background and Justification:**

The hexavalent chromium (Cr6) design consultant, Affinity Engineering, prepared procurement documents to pre-purchase Cr6 SBA-IX treatment systems for Wells 2A and 10. It is in the District's best interest to pre-purchase skid mounted treatment systems in advance of construction bidding since they will be a critical path production lead time item. Pre-purchasing the treatment systems now saves approximately 3-4 months in construction schedule, rather than having the construction contractor purchase them in February 2027. There is also a markup cost savings by purchasing direct. It is not anticipated to have a contract awarded to a construction contractor until February 2027.

Treatment system led manufacturer, Rollup Regeneration Alliance, submitted a capital cost estimate of \$980,000 for each treatment system. The cost estimate from Rollup Regeneration Alliance is included in your agenda package. Due to the voluminous size of the procurement agreement document prepared by the design consultant, only the cover sheet of the procurement agreement is included in your agenda packet. A hard copy of the procurement agreement document will be available for viewing at the District office and a hard copy will be brought to the Board Meeting as well.

Both Affinity Engineering and Rollup Regeneration Alliance will be at the Board Meeting to assist with presentation and discussion.

### **Conclusion:**

It is recommended that the Board discuss this item and authorize the Interim General Manager to execute an agreement with the manufacturer to pre-purchase Cr6 treatment vessels pending final legal counsel review of contract documents.

### **Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**RIO LINDA ELVERTA COMMUNITY WATER DISTRICT**  
**Wells 10 and 2A Hexavalent Chromium (Cr6)**  
**Ion Exchange Treatment Systems – Prepurchase**  
**RLECWD Project 2026-06**

Procurement Set – Project Specifications  
September 28, 2026

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Prepared by: Affinity Engineering Inc.  
3221 Fitzgerald Road, Rancho Cordova, CA 95742  
Jim Carson, PE



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase, Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

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### RLECWD Well 10 (CA3410018\_011) & Well 2A (CA3410018\_031)

Project 2026-06. Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment

#### Executive Summary

The Rollup Regeneration Alliance of Chart Water, Ecolab Purolite, Phibro-Tech and datumpin is delighted to propose two hexavalent chromium ion exchange treatment systems for Rio Linda Elverta Community Water District Wells 10 and 2A, each built around Phibro-Tech's Roll Up Regeneration service. Roll Up Regeneration regenerates the resin in place, in the District's own vessels, so the well sites need no on-site brine system, no hazardous chemical storage and no waste storage. Phibro-Tech brings NSF/ANSI 60 brine to site, regenerates and rinses each vessel, and takes the spent brine to its permitted facility for treatment.

**Equipment.** Chart Water supplies two lead/lag 96-inch strong base anion systems, factory tested and delivered for July 30, 2027 on a notice to proceed of October 23, 2026.

**Resin.** Ecolab Purolite sells Purolite RURA6000E resin direct to the District, 210 ft<sup>3</sup> per vessel.

**Monitoring.** datumpin's eDM device tracks throughput at each well and tells Phibro-Tech when the lead vessel needs regenerating.

**Quality assurance.** In place of the 5-year Performance Guarantee, the Alliance offers a Quality Assurance Program: a joint commissioning inspection by all partners, Chart Water's equipment warranty, Ecolab Purolite's resin supply Performance Commit, and Phibro-Tech's Regeneration Quality Assurance Commit.

**Pricing.** Initial Capital is \$980,000 per well, and five years of regeneration is \$180,419 per well, on the basis set out in this document.

This document sets out where the Alliance complies with the Procurement Set, where it offers an alternative, and where it takes an exception. We look forward to working with the District and Affinity Engineering to bring Wells 10 and 2A into Cr6 compliance in 2027.



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
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## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase, Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### 00 40 00 Pricing Summary

| Schedule / item                                                                                                                                                                                                   | Well 10               | Well 2A               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|
| A – Treatment System, delivered (Chart Water)                                                                                                                                                                     | \$856,100             | \$856,100             |
| C-1 – Initial resin, Purolite RURA6000E, 420 ft <sup>3</sup> (sold direct by Ecolab Purolite)                                                                                                                     | \$123,900             | \$123,900             |
| C-2 – Resin loading and rinsing                                                                                                                                                                                   | N/A (Contractor)      | N/A (Contractor)      |
| C-3 to C-10 – Process services, monitoring, startup, testing, commissioning, training, O&M, Performance Commit                                                                                                    | Included              | Included              |
| <b>Initial Capital (A + C)</b>                                                                                                                                                                                    | <b>\$980,000</b>      | <b>\$980,000</b>      |
| D-1 – Year 1: 2 Performance Commit Quality Assurance Regenerations (1 per IX column) and 1 Hex Chrome Regeneration at the end of Chart's 12-month equipment warranty, or earlier at the breakthrough BV set point | \$72,750.00           | \$72,750.00           |
| D-2 – Year 2                                                                                                                                                                                                      | \$24,250.00           | \$24,250.00           |
| D-3 – Year 3                                                                                                                                                                                                      | \$25,947.50           | \$25,947.50           |
| D-4 – Year 4                                                                                                                                                                                                      | \$27,764.00           | \$27,764.00           |
| D-5 – Year 5                                                                                                                                                                                                      | \$29,707.50           | \$29,707.50           |
| D-6 – Monitoring after Final Acceptance                                                                                                                                                                           | Included              | Included              |
| <b>Five-year regeneration (D)</b>                                                                                                                                                                                 | <b>\$180,419.00</b>   | <b>\$180,419.00</b>   |
| <b>Five-year total (A + C + D)</b>                                                                                                                                                                                | <b>\$1,160,419.00</b> | <b>\$1,160,419.00</b> |
| Option: storage in California, up to 3 months                                                                                                                                                                     | \$24,500              | \$24,500              |
| Option: epoxy-lined carbon steel valve tree                                                                                                                                                                       | \$24,000              | \$24,000              |

### Basis of pricing

- Prices in US dollars, **excluding California sales and use tax**; freight to the well site included.
- Equipment: Chart Water MODIX-Cr6-9672CS-2-MVT-LL (RUR), two 96-in × 72-in vessels per well, scope of supply dated September 28, 2026.
- Resin: five 42 ft<sup>3</sup> supersacks (210 ft<sup>3</sup>) per vessel at \$295/ft<sup>3</sup>, in place of the specified 226 ft<sup>3</sup>; sold direct to the District by Ecolab Purolite, and loaded and rinsed by District's Contractor.
- Regeneration: \$24,250 per Regeneration Event, fixed in Years 1 and 2, then +7% a year in Years 3 to 5; one Hex Chrome Regeneration per well per year, or earlier if increased well use takes the lead vessel to its hexavalent chromium breakthrough bed volume set point, plus two Performance Commit Quality Assurance Regenerations in Year 1. Prices depend on AutoPilot validation of 25,601 BV (Well 2A) and 33,700 BV (Well 10) per loading cycle, and on annual production of 100 million gallons per well.
- Storage is excluded and offered as an option. Positions on all other clauses are set out in this Statement.



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase, Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### Alliance Statement of Compliance, Clarifications and Exceptions

#### Purpose and Response Codes

The Roll Up Regeneration Alliance complies with the Procurement Set dated September 28, 2026 for RLECWD Project 2026-06, except as listed below. This document is submitted as the attachment to Price Proposal Form Paragraph 3.01 (Clarifications and Exceptions) by both Suppliers, and by Ecolab Purolite for the resin it sells direct to the District. Any clause not listed is accepted as written.

#### Responding Parties

| Code | Party             | Role                                                                                                                                                                        |
|------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CW   | Chart Water       | Supplier: vessels, valve tree skid, prefilters, instruments, control panels, equipment field service                                                                        |
| PTI  | Phibro-Tech, Inc. | Supplier: process services, startup, performance guarantee, Roll Up Regeneration, spent-brine disposal                                                                      |
| EP   | Ecolab Purolite   | Resin manufacturer, selling direct to the District: Purolite RURA6000E resin and resin supply Performance Commit (quality assurance, quality control and technical support) |
| DP   | datumpin Inc.     | Subcontractor to PTI: eDM device, remote monitoring, forecasting regeneration events and data analysis.                                                                     |

#### Response Codes

| Code | Meaning                                                                                                   |
|------|-----------------------------------------------------------------------------------------------------------|
| C    | Comply as written                                                                                         |
| CL   | Comply, with the clarification stated                                                                     |
| A    | Alternative offered; the Alliance proposes the stated alternative in place of the requirement             |
| E    | Exception taken; the Alliance does not accept the requirement as written and proposes the stated revision |

Only clauses carrying a clarification, alternative or exception are listed, together with a small number of C entries where confirmation is useful to the Engineer.



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase, Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### Summary of Principal Alternatives and Exceptions

#### Basis of pricing

- Bed volume loading. Prices depend on AutoPilot validation of the bed volumes treated per loading cycle: 25,601 BV at Well 2A (CA3410018\_031) and 33,700 BV at Well 10 (CA3410018\_011).
- Annual production. Prices assume annual water production of 100 million gallons per well.

Adjustment. If AutoPilot results or annual production differ, the number of Regeneration Events per year and the Schedule D prices are adjusted accordingly

1. **Equipment warranty and two Performance Commits (A).** In place of the two warranties in Article 12, the Alliance offers an equipment warranty (CW), a resin supply Performance Commit (EP, selling the resin direct to the District), and a Regeneration Quality Assurance Commit (PTI). Chart Water is the District's single point of contact during the 12-month equipment warranty, and PTI for the Regeneration Services term after it (Paragraph 8.03).
2. **Resin sold direct by Ecolab Purolite, loaded by the Contractor (A).** Ecolab Purolite sells Purolite RURA6000E direct to the District, delivered in supersacks; the District's Contractor loads and rinses it under CW supervision. The fill is five 42 ft<sup>3</sup> supersacks (210 ft<sup>3</sup>) per vessel, in place of the specified 226 ft<sup>3</sup>. In place of an assigned resin warranty, EP provides a resin supply Performance Commit (12.02), including startup baseline analysis and annual laboratory evaluation of the resin.
3. **Chart Water standard equipment (A).** CW offers Chart Water standard components in place of several named items: cement-lined ductile iron valve tree piping, Bray Series 31 valves with lever handles, Endress+Hauser flow meters and transmitters, and a stainless NEMA 4X control panel. The bypass flow meter moves to the Contractor.
4. **Chart Water commercial terms (E).** CW proposes a 15/45/35/5 payment schedule, District-supplied NACE III coating inspection, no free storage (offered as an option), and limited material, tariff and delay escalation.
5. **Performance Commit in place of the Performance Guarantee (A).** The Alliance offers a Performance Commit, delivered through its Quality Assurance Program, in place of the 5-year Performance Guarantee and the remedies in Paragraph 12.04. It applies within the Exhibit D raw water conditions, which must be completed from the pilot report, measures treated water at the lag vessel outlet, and applies to blended water only while District blending holds the design treated/bypass split.
6. **Commissioning repair costs (E).** Repairs during commissioning are borne by the Supplier whose scope caused them, not by PTI for all causes.

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase, Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

7. **Limitation of liability (E).** Each Supplier's aggregate liability is capped at its own contract price, and Paragraph 12.04(c) remedies are brought under that cap.
8. **Five-year firm pricing (E).** Regeneration prices are fixed for contract Years 1 and 2, then rise by no more than 7% a year in Years 3–5, with a change-in-law provision for hazardous waste transport and disposal.
9. **Performance Commit and end of Regeneration Services (E).** If the District ends or substitutes PTI's Regeneration Services under Paragraph 19.04, the Performance Commit ends on the same date.
10. **datumpin monitoring service (CL).** The eDM throughput notice drives regeneration scheduling under Paragraph 13.02, so the monitoring service runs for the full Regeneration Services term. datumpin provides a data collection and analysis service, not software or SaaS, and the eDM device remains datumpin property.
11. **Delivery has no float (CL).** CW's 6-week submittal and 26–30-week fabrication periods meet July 30, 2027 only with NTP on October 23, 2026 and a 2-week submittal review.

### Operator Obligations

1. **Idle flushing.** Operator flushes it with 1 bed volume (BV) every 5 days.
2. **Contamination response.** If bacteriological or HPC samples indicate contamination, the Operator contacts Chart Water (during the 12-month equipment warranty) or PTI (during the Regeneration Services term) within 48 hours, so that appropriate response actions can be agreed and carried out.
3. **Fouling and damage.** The Operator is responsible for avoiding the resin fouling and damage described in the Purolite guide “Cleaning Methods for Fouled Ion Exchange Resins”: bacteria or algae, iron or manganese, organics, oil, suspended solids, and chlorine or other oxidants.
4. **Flushing and pre-filtration.** The Operator carries out system flushing, pre-filtration maintenance and filter replacement on the Operations and Maintenance Plan schedule.
5. **DDW Records.** Operator makes Water Quality sampling results and operating records available on request.

| Sample point       | Description                       | PS code                        | Constituents                              |
|--------------------|-----------------------------------|--------------------------------|-------------------------------------------|
| Well 2A<br>Well 10 | Raw water before IX treatment     | CA3410018_031<br>CA3410018_011 | Bacteriological, HPC, hexavalent chromium |
| Well 2A<br>Well 10 | Treated water after IX treatment  | CA3410018_031<br>CA3410018_011 | Bacteriological, HPC, hexavalent chromium |
| Compliance Point   | Blended water before chlorination | CA3410018_031<br>CA3410018_011 | Bacteriological, HPC, hexavalent chromium |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### 00 41 00 Price Proposal Form

| Ref         | Requirement                                                     | Party      | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------|-----------------------------------------------------------------|------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.02.<br>F  | Supplier terms do not apply; exceptions only as listed in 3.01  | All        | CL   | CW's technical offer is Chart Water Scope of Supply MODIX-Cr6-9672CS-2-MVT-LL (RUR), dated 9.28.26, one per well. It replaces the APUIX-Cr6-9672CS-2-AVT-LL-DI draft of 08/11/26 in Exhibit B. Chart Water Standard Purchase Agreement terms (Chart Water Note 12) are withdrawn; the commercial positions CW retains are listed in this document. PTI's quotation terms and its standard Services Agreement are likewise replaced by this Agreement. Withdrawn are the “as is” warranty disclaimer, the liability limits, the client indemnity of PTI, PTI's rights to discontinue or to terminate for cost increases, automatic renewal, and the fuel and CPI pass-through.                                                                                                                                      |
| 1.02.<br>G  | Prices firm 90 days; no escalation in any schedule through 2031 | CW,<br>PTI | E    | CW: prices held 90 days in place of Chart Water's 10 business days. CW retains: material increases above 5% between contract and release to fabrication, with manufacturer evidence (Note 11); tariff changes (Note 19); 1% of contract value per month where the District delays fabrication beyond 4 months (Note 15); travel escalation where the District delays startup beyond 2 months (Note 16). PTI: Schedule D and E prices are fixed for contract Years 1 and 2 after Final Acceptance, then increase by no more than 7% per year in Years 3–5. Where a change in law adds cost to hazardous waste transport, treatment or disposal, PTI may propose a price adjustment by change order. No separate fuel or CPI pass-through applies; fuel and resource-recovery surcharges are included in the prices. |
| 1.03        | Basis of pricing per 46 61 21 and Exhibit D                     | All        | A    | Pricing assumes the raw water conditions in the pilot test report. Exhibit D “Other raw water conditions” must be completed before execution. The Alliance offers a resin fill of 210 ft <sup>3</sup> per vessel in place of 226 ft <sup>3</sup> ; see 46 61 21 2.02.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.01<br>A-1 | Vessels incl. third-party NACE III                              | CW         | E    | Third-party NACE III inspection is by the District, at its cost (Chart Water Note 26). CW provides the fabricator's blast profile, prime and topcoat DFT, and holiday test reports. Delay from District inspection does not attract LDs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



## Rollup Regeneration Alliance

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| Ref      | Requirement                                                       | Party  | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------|-------------------------------------------------------------------|--------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | coating inspection                                                |        |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.01 A-2 | Piping, valves, prefilters, resin traps, regeneration connections | CW     | A    | Per Chart Water standard valve tree; see 33 11 13 and 09 96 50 below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2.01 A-3 | Instruments and NEMA 3R encl. "for the EDM device"                | CW, DP | A    | CW furnishes a 304SS NEMA 4X skid-mounted control panel and a regeneration interface panel in lieu of the NEMA 3R steel enclosure (Chart Water Note 25), with space and Ethernet for the datumpin eDM. The raw water bypass flow meter is by the Contractor.                                                                                                                                                                                                                                                                                                 |
| 2.01 A-4 | Submittals incl. California-stamp seismic anchor calcs            | CW     | CL   | Seismic anchorage calcs and pad loading information are included, notwithstanding Chart Water Note 10.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2.01 A-5 | Manuals and equipment O&M sections                                | CW     | CL   | Provided electronically (O&M manual, drawings, design report, control description). PTI assembles the hard copies per 33 01 10.                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.01 A-6 | Freight and three months' storage in California                   | CW     | E    | Freight included as one joint shipment per system (Note 1). Offloading at site by the Contractor. Storage is excluded from Schedule A. If a site is not ready on the delivery date, the District may either take delivery at a District-designated site in Sacramento County, or order storage in California for up to 3 months, including rigging and freight to site, at \$24,500 per system (Chart Water optional item K). Storage beyond 3 months at a monthly rate to be agreed. LDs do not run while a system awaits a District-ready site, and the CW |

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| Ref                 | Requirement                                                                   | Party | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------|-------------------------------------------------------------------------------|-------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                     |                                                                               |       |      | delivery milestone is invoiced at readiness to ship.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2.02<br>B-3         | Lead time after NTP and submittal approval                                    | CW    | CL   | Submittals 6 weeks from award; fabrication 26–30 weeks after shop drawing approval; shipping time to be confirmed.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2.02<br>B-4         | Confirm vessel delivery by July 30, 2027 on NTP of October 23, 26             | CW    | CL   | Yes, with no float. NTP October 23, 2026 gives submittals by December 4, 2026, approval by December 18, 2026, and fabrication complete between June 18 and July 16, 2027. Delivery moves day for day with later NTP, review beyond 2 weeks, or credit approval after NTP. Shipping time is confirmed with the submittals.                                                                                                                                                                                                                               |
| 2.03<br>C-1,<br>C-2 | Initial resin, 452 ft <sup>3</sup> per system, and its placement, through PTI | EP    | A    | Ecolab Purolite sells Purolite RURA6000E pre-rinsed Cr6 resin direct to the District, delivered to the well site as five 42 ft <sup>3</sup> supersacks per vessel: 210 ft <sup>3</sup> per vessel and 420 ft <sup>3</sup> per system, in place of the specified 452 ft <sup>3</sup> (C-1, priced by EP). Resin loading, washing and rinsing are by the District's Contractor under CW supervision, with PTI and EP guidance, so C-2 is entered as "N/A – by Contractor". A baseline resin sample is taken from the delivered supersacks before loading. |
| 2.03<br>C-3         | Control narrative; two 4-hour integrator meetings                             | CW    | CL   | The control narrative and control strategy for the District's PLC integrator are prepared by CW from its control description, and CW holds the two 4-hour integrator coordination meetings, remotely or on site. C-3 is entered as "Included", within Schedule A.                                                                                                                                                                                                                                                                                       |
| 2.03<br>C-4         | Remote monitoring through Final Acceptance,                                   | DP    | CL   | Priced as a monitoring service, not a sale of equipment or software. The eDM device stays datumpin property and is maintained by datumpin for the service term. C-4 is entered as "Included".                                                                                                                                                                                                                                                                                                                                                           |



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| Ref                   | Requirement                                                                    | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------|--------------------------------------------------------------------------------|---------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       | incl. eDM                                                                      |         |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2.03<br>C-5           | Field service for installation 2 days, startup 4 days, performance test 4 days | PTI, CW | CL   | Delivered jointly. CW provides 5 days installation coordination and 5 days startup and training per system (Chart Water Section G, Note 27); PTI provides the balance; together Chart and PTI provide at least 19 days per system.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2.03<br>C-6           | Regeneration Event(s) during 4-day performance test                            | PTI     | CL   | PTI performs an initial regeneration of each vessel after resin loading. This serves as the regeneration event under 46 61 21 3.03.B. C-6 (two Regeneration Events per system) is entered as “Included”; it is priced in Schedule D, Year 1. C-1, priced by EP, is the only Schedule C item priced separately; C-3, C-5 and C-7 to C-10 are also entered as “Included”.                                                                                                                                                                                                                                                                                                                                              |
| 2.03<br>C-7           | Repairs and replacements during commissioning                                  | PTI     | E    | Covers PTI's own scope only. Equipment defects fall under CW's warranty; installation defects under the Contractor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.04<br>D-1<br>to D-5 | Firm annual regeneration prices by calendar year 2027–2031                     | PTI     | CL/E | Prices stated by contract year, with Year 1 starting at commissioning rather than calendar 2027, matching Exhibit C, with the adjustment in 1.02.G. Each price covers one Regeneration Event on the lead vessel: NSF/ANSI 60 brine with weigh ticket and certificate of analysis, regeneration and rinse by a PTI T1-certified technician, spent-brine conductivity record, transport, treatment, manifests and e-Manifest fees, with fuel and resource-recovery surcharges included. Pricing assumes at least one Regeneration Event per system per year. PTI targets completion of on-site work within 6 hours per event. D-1 (contract Year 1) covers two Performance Commit Quality Assurance Regenerations (one |



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| Ref                   | Requirement                                        | Party      | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------|----------------------------------------------------|------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       |                                                    |            |      | per IX column, C-6), performed at commissioning once the equipment is installed, resin loaded and ready for treatment, and one Hex Chrome Regeneration after 12 months of treatment, at the end of Chart's 12-month equipment warranty, or earlier if increased well use takes the lead vessel to its hexavalent chromium breakthrough bed volume set point (25,601 BV at Well 2A, 33,700 BV at Well 10). In later years, a Hex Chrome Regeneration is performed at least once a year, or whenever the lead vessel reaches its set point if sooner; Regeneration Events beyond one a year are charged at the Schedule D price for the applicable contract year (Schedule E-1). |
| 2.04<br>D-6           | datumpin annual fee after Final Acceptance, if any | DP         | CL   | Entered as "Included". datumpin's monitoring and data analysis service continues for the full Regeneration Services term within PTI's Schedule D prices, since the eDM throughput notice triggers 00 52 00 13.02 scheduling.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2.05<br>E-1<br>to E-4 | Unit prices firm through 2031                      | PTI,<br>EP | E    | As 1.02.G. E-1 additional Regeneration Events are priced at the Schedule D price for the applicable contract year: \$24,250 in Years 1–2, \$25,947.50 in Year 3, \$27,764.00 in Year 4 and \$29,707.50 in Year 5. E-3 makeup resin is sold by EP direct to the District at its per-ft <sup>3</sup> price, held through 2031.                                                                                                                                                                                                                                                                                                                                                   |
| 2.06                  | PTI payment milestones                             | PTI,<br>EP | CL   | PTI has no separately priced Schedule C items: the resin is sold by EP, and PTI's other Schedule C items are included in Schedule A or priced in Schedule D. No PTI milestones apply. EP invoices the resin on delivery, net 30 days.                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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### 00 52 00 Agreement and Exhibits

| Ref                | Requirement                                                    | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------|----------------------------------------------------------------|---------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Parties, Recital D | Two Suppliers; PTI furnishes resin                             | EP      | A    | Ecolab Purolite sells the resin direct to the district, as a supplier for the resin only; PTI does not furnish resin. The resin sale and EP's Performance Commit are documented in a direct purchase order between the District and EP, cross-referenced in Exhibit B.                                                                                                                                                                                                                       |
| 2.02               | Order of precedence; supplier terms do not apply               | All     | CL   | Clarifications, alternatives and exceptions in this document, once accepted, are restated in an amendment or conformed Agreement so they rank under item(a).                                                                                                                                                                                                                                                                                                                                 |
| 4.02, 21.03        | Each Supplier responsible for its subcontractors               | PTI, DP | CL   | PTI accepts responsibility for datumpin as its subcontractor. Ecolab Purolite is not a PTI subcontractor: it sells resin direct to District.                                                                                                                                                                                                                                                                                                                                                 |
| 4.03               | Remote monitoring through datumpin; eDM device; I/O addressing | DP, CW  | CL   | The eDM is a read-only monitoring device housed in CW's NEMA 4X control panel. It does not write to or control District PLC.                                                                                                                                                                                                                                                                                                                                                                 |
| 5.01.A             | Vessels mounted direct on pad, no skid frame                   | CW      | CL   | Vessels are free-standing on the pad. The valve tree, cartridge prefilters, resin traps and control panels are a pre-packaged, skid-mounted, pressure-tested assembly. The system ships in modular sections for assembly by the Contractor to Chart Water instructions and drawings. Piping between the valve tree skid and the vessels, the inlet, treated and regeneration headers, the raw water bypass header and its flow control valve, and added pipe supports are by the Contractor. |
| 5.01.D             | Third-party NACE III coating inspection                        | CW      | E    | Coating inspection by the District; see 00 41 00 A-1. Storage at no cost is excluded; see 00 41 00 A-6.                                                                                                                                                                                                                                                                                                                                                                                      |



## Rollup Regeneration Alliance

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| Ref              | Requirement                                                                | Party       | Code | Alliance statement                                                                                                                                                                                                                                                                                                      |
|------------------|----------------------------------------------------------------------------|-------------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                  | by CW; storage in California up to 3 months at no cost                     |             |      |                                                                                                                                                                                                                                                                                                                         |
| 8.01             | Compatibility warranties between Suppliers                                 | CW, PTI, EP | C    | Confirmed.                                                                                                                                                                                                                                                                                                              |
| 8.02             | Interface data within [30] days of NTP                                     | PTI, EP     | C    | 30 days accepted.                                                                                                                                                                                                                                                                                                       |
| 8.03             | PTI single point of contact for guarantee failures                         | PTI         | CL   | Chart Water is the District's single point of contact during the 12-month equipment warranty period. PTI is the single point of contact for the rest of the Regeneration Services term. Cost allocation follows the cause, per 8.04.                                                                                    |
| 8.04             | Allocation between Suppliers                                               | All         | CL   | Allocation and reimbursement between Alliance members is governed by their own collaboration agreement and does not delay any remedy owed to District.                                                                                                                                                                  |
| 9.01, 9.03, 9.04 | Delivery July 30, 2027; LDs \$500/day per system                           | CW          | E    | LDs capped at 10% of Schedule A for the affected system and are the District's sole remedy for late delivery. Time extends for force majeure, supply chain delay beyond CW's control (Chart Water schedule note 6), District or Engineer delay, NTP after October 23, 2026, and delay from District coating inspection. |
| 10.02            | CW milestones 5/5/60/25/5; 5% at Final Acceptance or 90days after delivery | CW          | E    | CW proposes 15% at contract execution, 45% at release to fabrication, 35% at readiness to ship, and 5% at successful startup or 45 days after shipment, whichever is first; net 30 days. Late payments carry interest at 18% per annum, and the schedule pauses until payment is received.                              |
| 10.05            | Payment within 30 days; [5% retention]                                     | CW, PTI     | E    | No retention on supply of equipment, resin or services. If counsel determines retention applies, it is released at Final Acceptance of each system.                                                                                                                                                                     |
| 11.02            | 4-day performance                                                          | PTI         | CL   | See 46 61 21 3.03.B.                                                                                                                                                                                                                                                                                                    |

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| Ref   | Requirement                                                                                               | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------|-----------------------------------------------------------------------------------------------------------|---------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | test with at least one regen. event                                                                       |         |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 11.03 | 15-day operational test; lab [at District's cost]                                                         | PTI     | CL   | Sampling and laboratory analysis at District cost, as bracketed.                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11.04 | PTI bears all repairs and replacements during commissioning                                               | PTI, CW | E    | Each Supplier bears repairs within its own scope. Contractor installation defects are excluded.                                                                                                                                                                                                                                                                                                                                                                               |
| 11.05 | Failed test restarts at responsible Supplier's cost                                                       | All     | CL   | Applies only where the failure is caused by that Supplier's scope.                                                                                                                                                                                                                                                                                                                                                                                                            |
| 12.01 | CW 1-year warranty incl. design, materials, workmanship; removal, reinstallation, freight, resin handling | CW      | E    | CW provides its standard 1-year equipment and workmanship warranty on vessels, piping, valves, instruments, panels, fabrication, assembly and wiring, for 12 months from Commissioning Sign-Off or 18 months from delivery, whichever is first. Extended equipment warranty available as an option. Removal and reinstallation covers the defective item; resin handling is limited to the defective vessel. Design warranty limited to conformance with approved submittals. |
| 12.02 | PTI 5-year performance and startup warranty;                                                              | PTI, EP | A    | An equipment warranty and two Performance Commits replace the two warranties: (1) CW equipment per 12.01 above; (2) the Ecolab Purolite resin supply Performance Commit, given direct to the District: manufacturing quality                                                                                                                                                                                                                                                  |



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| Ref | Requirement                          | Party | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----|--------------------------------------|-------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | resin manufacturer warranty assigned |       |      | assurance and resin Lot traceability; Certificates of Analysis; NSF certification and product compliance documentation; analysis of a startup sample to confirm consistency with the supplied Lot and establish the baseline (volume capacity, moisture retention, optical aspect and whole beads, uniformity coefficient, mean diameter); annual laboratory evaluation of a resin sample for condition and fouling; throughput evaluations and performance assessments; recommendations on sampling, analytical parameters and laboratory methods; and technical consultation and troubleshooting; (3) PTI's Regeneration Quality Assurance Commit, in place of the 5-year Performance Guarantee. Under the Alliance Quality Assurance Program, all partners attend a Joint Commissioning Site Inspection once the equipment is installed, disinfected and loaded with resin. PTI performs a regeneration on each IX column so that each partner can validate its own Performance Compliance with the Rio Linda process requirements, and Ecolab Purolite takes a QA resin sample from each column for a Resin Bead QA record. All partners sign the shared QA Commissioning Record. QA Commissioning Sign-Off starts the Chart equipment warranty period and releases the treatment plant to the District for beneficial use. Before the end of month 12, all partners attend a Joint Handover Site Inspection: PTI regenerates the lead column and Ecolab Purolite takes a QA resin sample to quantify resin health. Chart is released from its equipment warranty once the regeneration complies with the Operations and Maintenance Plan and Chart has remedied any electrical, mechanical and hydraulic defects that arose during the 12-month equipment warranty period. For every regeneration during the Regeneration Services term, PTI provides a Certificate of Analysis for the NSF/ANSI 60 brine delivered, and a Service Record showing that the |

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| Ref   | Requirement                                                         | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------|---------------------------------------------------------------------|---------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |                                                                     |         |      | regeneration and rinse conformed to the specifications in the site Operations and Maintenance Plan. If a Service Record shows a non-conforming regeneration, PTI provides technical support to determine the root cause; if the regeneration brine or PTI equipment is found to be at fault, PTI performs a recovery regeneration at its own cost. This is subject to 12.05. Neither Performance Commit covers loss of performance from the resin fouling and damage described in Purolite's guide "Cleaning Methods for Fouled Ion Exchange Resins" (P-000041): bacteria or algae, iron or manganese, humic or fulvic organics, oil, precipitated or suspended solids, and oxidants such as chlorine. Nor does it cover a change in feed analysis, operation outside the written procedures, equipment faults, or resin loss from the vessels. |
| 12.03 | Advice within 24 h; on site if deficiency exceeds 3 days            | PTI, DP | C    | Accepted. eDM data supports remote diagnosis within the 24 hours.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 12.04 | Remedies after [60] days incl. (c) District direct compliance costs | PTI     | E    | Replaced by the Performance Commits in 12.02, including PTI's recovery regeneration at its own cost where the regeneration brine or PTI equipment caused a non-conforming regeneration. The 12.04 remedies, including (c) District compliance costs, do not apply.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12.05 | Exclusions                                                          | All     | CL   | Add: failure to call or permit a regeneration within the 13.02 period; oxidant (chlorine), bacteria or algae, iron or manganese above the Exhibit D limits, humic or fulvic organics, oil, or suspended solids reaching the resin; resin loss not caused by the Suppliers; blending outside the design treated/bypass split; operation without the eDM monitoring service; the Operator not meeting its                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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| Ref          | Requirement                                                                                   | Party | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------|-----------------------------------------------------------------------------------------------|-------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|              |                                                                                               |       |      | obligations under “Operator obligations and basis of pricing”; and power or communications outages outside Supplier control.                                                                                                                                                                                                                                                                                                                                       |
| 13.01        | Regeneration Services 5 years, firm prices                                                    | PTI   | E    | As 00 41 00 1.02.G. The term runs 5 years from Final Acceptance of each system, with no automatic renewal.                                                                                                                                                                                                                                                                                                                                                         |
| 13.02        | Schedule within [10] business days of eDM notice; [3] business days when treated Cr6 > 5 µg/L | PTI   | CL   | 10 business days accepted. The trigger for the shorter period is lag-vessel effluent > 5 µg/L, scheduled within 5 business days.                                                                                                                                                                                                                                                                                                                                   |
| 13.04, 13.05 | Manifests; District EPA ID number as generator                                                | PTI   | CL   | The District is the generator of the spent brine. PTI prepares manifests for District signature and transports as a registered hazardous waste transporter. At its RCRA Part B permitted Santa Fe Springs facility, PTI tests the spent brine on receipt and treats it by neutralisation, reducing hexavalent chromium to trivalent chromium; this is the treatment meant by “destroy” in 13.05. PTI submits the final manifest through the EPA e-Manifest system. |
| 13.06, 16.02 | Spill responsibility; shared for non-negligent transport spills                               | PTI   | CL   | PTI is responsible for releases during the Regeneration Event and transport caused by its negligence. Non-negligent release responsibility to be defined by District counsel and PTI before execution.                                                                                                                                                                                                                                                             |
| 14.01        | NSF/ANSI 61 and 372 materials                                                                 | CW    | CL   | Confirmed. The equipment does not meet American Iron and Steel requirements (Chart Water Note 14); AIS compliance is available at added cost if                                                                                                                                                                                                                                                                                                                    |

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| Ref                       | Requirement                                             | Party          | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------|---------------------------------------------------------|----------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           |                                                         |                |      | the District's funding requires it.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 16.01                     | General indemnity                                       | All            | CL   | Indemnity applies to third-party claims and in proportion to the indemnifying Supplier's fault. No Supplier's standard terms requiring the District to indemnify that Supplier apply.                                                                                                                                                                                                                                                                                                                                 |
| 16.03,<br>21.05,<br>21.06 | IP indemnity; Public Records; use of Supplier documents | PTI, DP,<br>CW | CL   | Roll Up Regeneration and the eDM are proprietary and patented, and the Chart Water offer and drawings are confidential. District use of documents is limited to operating, maintaining, permitting and repairing the Treatment Systems; no licence is granted to reproduce the regeneration process, the eDM or the equipment design. Proprietary documents will be marked as trade secrets; Supplier confidentiality terms yield to the California Public Records Act. IP indemnity excludes District modifications. |
| 17.01                     | Title passes at fabrication payment or delivery         | CW             | C    | Accepted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 18.01                     | Change markup not exceeding [10]%                       | All            | E    | Markup of 15% on Supplier cost, 10% on subcontracted cost.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 19.03                     | Termination for convenience on [15] days                | All            | CL   | Payment includes specially procured resin and non-cancellable orders.                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 19.04                     | District may end Regeneration                           | PTI            | E    | If the District ends or substitutes PTI Regeneration Services, the Performance Commit ends on the same date. The CW warranty and the EP Performance                                                                                                                                                                                                                                                                                                                                                                   |

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| Ref           | Requirement                                                                                             | Party       | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------|---------------------------------------------------------------------------------------------------------|-------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|               | Services without affecting guarantee                                                                    |             |      | Commit are unaffected. PTI's Regeneration Services pricing assumes a 5-year term with at least one Regeneration Event per system per year.                                                                                                                                                                                                                                                                                         |
| 21.02         | No cap on liability; exclusions carved out                                                              | All         | E    | Each Supplier's aggregate liability is capped at the price paid to it under this Agreement, excluding gross negligence, wilful misconduct and third-party bodily injury claims. Remedies under 12.04(c) and LDs count toward the cap.                                                                                                                                                                                              |
| Exhibit A     | Responsibility matrix                                                                                   | All         | CL   | Update for the resin sale by EP direct to the District, resin loading and rinsing by the Contractor, the joint CW/PTI field service days, and the warranty structure above.                                                                                                                                                                                                                                                        |
| Exhibit B     | Chart Water proposal APUIX-Cr6-9672CS-2-AVT-LL-DI, draft 08/11/26                                       | CW          | CL   | Replace with Chart Water Scope of Supply MODIX-Cr6-9672CS-2-MVT-LL (RUR), Wells 10 and 2A, dated 9.28.26.                                                                                                                                                                                                                                                                                                                          |
| Exhibit D     | "Other raw water conditions [from pilot report]" blank; blended average over [quarterly] running period | PTI         | CL   | Values must be completed from the pilot report before execution; the Performance Commit applies only within them. Add iron, manganese, total organic carbon, turbidity and oil to the list. Purolite recommends pre-treatment where feed iron exceeds 0.5 mg/L, to bring it below 0.1 mg/L. Running average period: running annual average of quarterly compliance samples, aligned with the District's Title 22 compliance basis. |
| 6.01.A, 17.02 | PTI places, washes and prepares the resin; resin risk of loss stays with PTI                            | PTI, CW, EP | A    | Resin loading, washing and rinsing are by the District's Contractor, under CW supervision with PTI and EP guidance, consistent with Contractor labour for media loading in the Chart Water scope. Risk of loss for resin passes to the District on delivery and signed receipt at the well site. Resin damage or loss                                                                                                              |



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

| Ref | Requirement                 | Party | Code | Alliance statement                                                    |
|-----|-----------------------------|-------|------|-----------------------------------------------------------------------|
|     | until placement is complete |       |      | during loading by the Contractor is outside the Alliance commitments. |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### Division 01 sections

| Ref                      | Requirement                                                                 | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                            |
|--------------------------|-----------------------------------------------------------------------------|---------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 01 00 00<br>1.01         | Delivery July 30, 2027; no extension without District approval              | CW      | CL   | As 00 41 00 B-4 and 00 52 00 9.01. At a 30-week fabrication, delivery on July 30, 2027 leaves about 6.5 weeks to install, start up and test before the September 15, 2027 operational target in Recital A. CW will deliver earlier where the 26-week fabrication is achieved.                                 |
| 01 20 00<br>1.03         | CW milestones 5/5/60/25/5                                                   | CW      | E    | As 00 52 00 10.02.                                                                                                                                                                                                                                                                                            |
| 01 33 13<br>1.03.C.3     | CW reimburses Engineer for more than one re-submittal                       | CW      | C    | Accepted.                                                                                                                                                                                                                                                                                                     |
| 01 33 13<br>1.04         | Fabrication and delivery schedule within 10 days of NTP                     | CW      | C    | Accepted.                                                                                                                                                                                                                                                                                                     |
| 01 79 01<br>2.01, Part 3 | O&M manuals approved 30 days before training; training ≤ 6 hours in one day | PTI, CW | CL   | Conflicts with 33 01 10 1.06.C (draft volume 14 days before startup) and 46 61 21 3.04.A (8-hour session). Proposed: the draft O&M issued 14 days before startup is the training basis; operator training is one 6-hour session per system delivered jointly by CW and PTI, plus the 4-hour 90-day refresher. |



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

### 09 96 50, 33 01 10, 33 08 10 and 33 11 13

| Ref                             | Requirement                                                             | Party             | Code | Alliance statement                                                                                                                                                                                                                                                                                                                |
|---------------------------------|-------------------------------------------------------------------------|-------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 09 96 50 2.02.B                 | “Contractor” to provide nine colour swatches                            | CW                | CL   | CW provides the swatches, read as the equipment supplier.                                                                                                                                                                                                                                                                         |
| 09 96 50 3.01.D                 | Vessel lining Tnemec Series 22 or equal, 16 mils DFT                    | CW                | CL   | NSF/ANSI 61 epoxy lining; product and DFT to be submitted as Tnemec 22 or equal, confirmed compatible with saturated NSF/ANSI 60 brine, with the product confirmed in the submittals.                                                                                                                                             |
| 09 96 50 3.02                   | Exterior Tnemec 69 prime, 1075 topcoat                                  | CW                | CL   | Exterior system submitted as “or equal”; piping exterior is Carboguard 200 to match the vessel exterior; the vessel system is confirmed in the submittals.                                                                                                                                                                        |
| 09 96 50 3.03;<br>33 11 13 2.02 | Piping powder coated, or epoxy lined and coated steel; brine compatible | CW                | A    | 6-inch valve tree in epoxy-coated, cement-lined ductile iron (Chart Water standard, Note 24), with flanged tie points. 2-inch regeneration piping: duplex stainless steel inlet, cement-lined ductile iron outlet. Epoxy lined and coated carbon steel valve tree piping is available as an option (Chart Water optional item B). |
| 09 96 50 3.04                   | Third-party NACE III inspection by CW before delivery                   | CW                | E    | As 00 41 00 A-1.                                                                                                                                                                                                                                                                                                                  |
| 33 01 10 1.04,<br>1.07          | Hard-copy manuals; native-format files on USB                           | PTI,<br>CW,<br>DP | CL   | CW provides its equipment O&M content electronically; PTI assembles hard copies and USB sets. Native files provided for non-proprietary documents; fabrication drawings, Roll Up Regeneration procedures and                                                                                                                      |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

| Ref                   | Requirement                                                              | Party             | Code | Alliance statement                                                                                                                                                                                        |
|-----------------------|--------------------------------------------------------------------------|-------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       |                                                                          |                   |      | eDM configuration provided as PDF only.                                                                                                                                                                   |
| 33 08<br>10 / .01.B.3 | Periodic resin bed backwash                                              | PTI               | CL   | Bed fluffing, where needed, is performed by Operator with Technical Support from Purolite through the regeneration connections.                                                                           |
| 33 08 10 3.01.D       | PTI bears all repairs and replacements during commissioning              | PTI               | E    | As 00 52 00 11.04. CW holds the equipment warranty responsibility during commissioning.                                                                                                                   |
| 33 08 10 3.01.E       | PTI or CA-based engineer available at all times during commissioning     | PTI,<br>CW,<br>DP | CL   | Response by telephone within 4 hours, 7 days a week, supported by eDM data; on site within 48 hours where needed.                                                                                         |
| 33 11 13 2.05.A       | Bray Series 20/21 butterfly valves with manual gear-type wheel operators | CW                | A    | Bray Series 31 lug-style butterfly valves with manual lever handles on all 6-inch and 2-inch valves (Chart Water Notes 20 and 21): five per vessel on the valve tree and nine on the regeneration piping. |
| 33 11 13<br>2.05.B–D  | Visual and electronic position indicators, signal to District I/O        | CW                | CL   | Position indicators furnished on every valve. Electronic open/closed and travel signals wired to the control panel I/O terminals.                                                                         |
| 33 11 13 2.06         | Three McCrometer UltraMag UM06 meters: one per                           | CW                | A    | Endress+Hauser Promag W 400 meters on each vessel inlet, shipped loose (Chart Water Note 22), configured for Ethernet, HART and CCF totalising per 2.06.E–H. The raw water bypass flow meter is by the    |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

| Ref             | Requirement                                                    | Party | Code | Alliance statement                                                                                                                                                                                    |
|-----------------|----------------------------------------------------------------|-------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | vessel plus bypass                                             |       |      | Contractor.                                                                                                                                                                                           |
| 33 11 13 2.07   | Three Rosemount 2051 transmitters with 3-way valve and snubber | CW    | A    | Endress+Hauser PMP51B transmitters (Chart Water Note 23) at the filter inlet, system inlet and outlet, and each vessel outlet (for regeneration drain-down), with 3-way valves and snubbers.          |
| 33 11 13 2.08   | Wika 213.53 gauges, 0–100 psi                                  | CW    | CL   | Gauges at system inlet/outlet, each vessel inlet/outlet and the filters. Range 0–160 psi proposed so the 100 psi working pressure reads mid-scale and the 130 psi hydrotest does not over-range them. |
| 33 11 13 2.07.G | 1/4-inch brass isolation ball valves                           | CW    | CL   | Lead-free, NSF/ANSI 61 and 372 certified.                                                                                                                                                             |

### 46 61 21 Cr6 Ion Exchange Treatment System

| Ref              | Requirement                                                         | Party             | Code | Alliance statement                                                                                                                                                                                                                                                                            |
|------------------|---------------------------------------------------------------------|-------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.02.B, 2.05.A–B | PTI furnishes and installs the resin                                | EP,<br>PTI,<br>CW | A    | Ecolab Purolite sells Purolite RURA6000E pre-rinsed Cr6 resin, 210 ft <sup>3</sup> per vessel (five 42 ft <sup>3</sup> supersacks), direct to the District. The District's Contractor loads and rinses it under CW supervision, and PTI then performs an initial regeneration of each vessel. |
| 1.02.D, 2.07.A   | datumpin EDM device monitors flow and notifies PTI by cellular link | DP                | CL   | Comply. The device is the eDM, housed in CW's control panel. It reads the panel I/O over Ethernet and reports throughput and regeneration notices. District SCADA reads the same I/O through the District PLC, not through the eDM.                                                           |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

| Ref                | Requirement                                                                    | Party | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------|--------------------------------------------------------------------------------|-------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.03               | CW standard 1-year warranty; PTI 5-year guarantee                              | All   | A    | Equipment warranty plus Ecolab Purolite and PTI Performance Commits in place of the 5-year guarantee, as 00 52 00 12.01–12.02.                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 1.04.A.6           | Access ladder and platform for the cartridge filter, with anti-climb provision | CW    | CL   | Filter access platform with ladder and anti-climb provision, shipped loose.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 1.05, 1.06.D, 2.08 | Seismic calcs per CBC and ASCE 7; pad loads and anchor layout                  | CW    | CL   | Included, notwithstanding Chart Water Note 10.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.02               | Design basis table                                                             | All   | A    | Resin fill of 210 ft <sup>3</sup> per vessel (five 42 ft <sup>3</sup> supersacks) in place of 226 ft <sup>3</sup> , giving a 4.2 ft bed in the 50.3 ft <sup>2</sup> vessel. Loading rate is unchanged at 9.0 gpm/ft <sup>2</sup> (Well 10) and 5.0 gpm/ft <sup>2</sup> (Well 2A). EBCT becomes 3.45 min at 455 gpm (Well 10) and 6.3 min at 250 gpm (Well 2A). Throughput stays at 33,700 and 25,601 bed volumes, which equal 52.9 and 40.2 million gallons of treated water between regenerations. The Performance Commits apply at this fill. |
| 2.02.E             | Max 25 psi across clean vessels with prefilter at max dirt loading             | CW    | CL   | Two skid-mounted 316SS cartridge housings with 5-micron cartridges, changed at 10 psi differential.                                                                                                                                                                                                                                                                                                                                                                                                                                             |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
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| Ref            | Requirement                                                                                 | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------|---------------------------------------------------------------------------------------------|---------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.03           | Vessel construction and features                                                            | CW      | C    | Accepted. Each vessel also has a drain valve and a sight window.                                                                                                                                                                                                                                                                                                                                                            |
| 2.05.C, 3.01.E | Media placement per AWWA B1R1; “wash, scrape, and add makeup media”                         | EP, PTI | CL   | The Alliance cannot identify an AWWA standard designated B1R1 and asks the Engineer to confirm the reference. Proposed: loading and rinsing by the District's Contractor per the resin manufacturer's instructions and NSF/ANSI 61, under CW supervision, with a baseline bead sample taken from the delivered resin for the EP baseline analysis.                                                                          |
| 2.06.A         | Two 316L inlet distributors: raw water and brine                                            | CW      | A    | 316 stainless steel raw water inlet distributor; brine distributor is a duplex stainless steel header-lateral, offered for its better chloride resistance.                                                                                                                                                                                                                                                                  |
| 2.06.B         | 316L header-lateral underdrain, slotted wedge-flow laterals                                 | CW      | CL   | 316 stainless steel header-lateral underdrain with false bottom; lateral slot type confirmed in the submittals.                                                                                                                                                                                                                                                                                                             |
| 2.06.C         | Piping, valves, gauges, conductivity meters, wheel actuators by CW                          | CW      | CL   | Conductivity sensor and transmitter on the common treated outlet, and a level switch on each vessel vent, are included. Valves have lever handles, not wheel actuators (see 33 11 13).                                                                                                                                                                                                                                      |
| 2.07.B-C       | Integral monitoring to Ethernet; NEMA 3R steel enclosure, powder coated, climate controlled | CW      | A    | 304SS NEMA 4X skid-mounted control panel and regeneration interface panel, with I/O terminals for the site PLC, in lieu of the NEMA 3R steel enclosure. Manual operation in service and regeneration modes; PLC programming by the District's integrator. Contractor provides 120 VAC to the control panel and 240 VAC to the regeneration interface panel. CW provides Ethernet translation and enclosure climate control. |



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
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| Ref          | Requirement                                                                   | Party   | Code | Alliance statement                                                                                                                                                                                                                                         |
|--------------|-------------------------------------------------------------------------------|---------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.09 table   | Blended Cr6 < 8 µg/L average, < 10 µg/L max; lead-vessel throughput to 5 µg/L | PTI     | A    | Offered as Performance Commit targets, not guaranteed limits. Treated-water limits apply at the lag vessel outlet. Blended limits apply while District blending holds the design split (455/545 gpm and 250/750 gpm) and raw water stays within Exhibit D. |
| 2.09.C       | PTI available until performance demonstrated, at no added cost                | PTI, CW | E    | Beyond the field service days in 3.05, added days are charged at Schedule E-2 (PTI) or time and materials (CW) where the delay is not caused by the Alliance.                                                                                              |
| 2.09.D       | PTI operates the system with a District-certified operator                    | PTI     | CL   | District certified operators operate the system; PTI directs process steps during startup and testing.                                                                                                                                                     |
| 2.09.G       | Correct the deficiency “to District's satisfaction”                           | PTI     | CL   | Corrected when the system meets the Exhibit D limits.                                                                                                                                                                                                      |
| 3.01.A       | Store up to 3 months after “date of completion”                               | CW      | E    | Storage at no cost is excluded; see 00 41 00 A-6. Where the Contractor is not ready, the District takes delivery at its designated site or orders storage as an option.                                                                                    |
| 3.01.C, 3.05 | Field service days per system                                                 | CW, PTI | CL   | Chart and PTI together provide at least 19 days per system: CW 5 days installation coordination and 5 days startup and training; PTI the balance,                                                                                                          |

## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
Procurement Set – Project Specifications, September 28, 2026 (Affinity Engineering Inc.)

| Ref            | Requirement                                                                    | Party   | Code | Alliance statement                                                                                                                                                                                                                                     |
|----------------|--------------------------------------------------------------------------------|---------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                |                                                                                |         |      | including the 7 operational test days and the 90-day visit.                                                                                                                                                                                            |
| 3.01.D         | Contractor offloads, sets and anchors                                          | CW      | C    | Accepted. CW requests a 48-hour delivery window.                                                                                                                                                                                                       |
| 3.02.E         | References to 01 14 16 and 01 79 01 “Testing, Training and Facility Startup”   | All     | CL   | 01 14 16 is not in the Procurement Set and 01 79 01 is titled Training. The Alliance assumes no further requirements apply.                                                                                                                            |
| 3.03.B         | 4 days continuous operation with at least one regeneration event               | PTI     | CL   | The initial regeneration of each vessel after resin loading, performed by PTI, is the regeneration event. It proves the connections, flows, rinse end point and return to service.                                                                     |
| 3.03.C         | Discharge to waste until water quality is met                                  | CW, PTI | C    | Accepted. The Contractor provides a path to waste at design flow; CW requires at least 60 minutes service-to-waste at startup (Chart Water Note 17).                                                                                                   |
| 3.04.A         | 8-hour operator training session                                               | PTI, CW | CL   | As 01 79 01: one 6-hour session per system, delivered jointly.                                                                                                                                                                                         |
| 2.02.B, 2.02.D | Hypochlorite injected downstream of the vessels; fast-rinse water from on-site | PTI, EP | CL   | Chlorine must not reach the resin: it breaks the resin's functional groups and can release nitrosamines. Fast-rinse water is taken upstream of the hypochlorite injection point, and the injection point is protected against backflow to the vessels. |



## Rollup Regeneration Alliance

Responding to: RLECWD Project 2026-06 – Wells 10 and 2A Hexavalent Chromium (Cr6) Ion Exchange Treatment Systems – Prepurchase,  
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| Ref    | Requirement                                                                 | Party   | Code | Alliance statement                                                                                                                                                                                                                                                                         |
|--------|-----------------------------------------------------------------------------|---------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        | piping                                                                      |         |      |                                                                                                                                                                                                                                                                                            |
| 3.01.F | Contractor disinfects the vessels, internal piping and media before service | PTI, EP | CL   | Vessels may be chlorine-disinfected before resin loading, then rinsed free of residual chlorine. After loading, the resin is disinfected only with NSF/ANSI 60 food-grade hydrogen peroxide at about 0.1%, under PTI and EP direction, and rinsed to zero residual, per Purolite guidance. |



## Items for Discussion and Action Agenda Item: 7.4

**Date:** October 26, 2026

**Subject:** Consider Authorization of Shallow Well Feasibility Study Agreement at Well 15 Site

**Staff Contact:** Mike Vasquez, PE, PLS, Contract District Engineer

### Recommended Committee Action:

The Executive Committee discussed this item at the 10/14/2026 Committee Meeting and forwarded it to the 10/26/2026 Board Meeting for consideration.

### Current Background and Justification:

As part of the hexavalent chromium (Cr6) compliance plan, the District continues to evaluate alternatives to comply with Cr6 regulatory requirements. In 2017, consulting hydrogeologist, Wood Rodgers prepared a deep well feasibility study at the Well 15 site with favorable results. It is appropriate to further evaluate a potential shallow well at the Well 15 site to determine feasibility. A new well at the Well 15 site meeting Cr6 water quality limits could be used for blending with Well 15 to assist with Cr6 compliance. Blending is considered treatment by the State Water Board. A new well can also add compliant water quality capacity to the District to meet existing demands when existing Cr6 impacted wells are set for standby operation. The cost for a new well at the Well 15 site may also cost less than conventional Cr6 treatment systems.

Wood Rodgers submitted a proposal to prepare the feasibility study. The consultant is qualified and their cost estimate is reasonable. The consultant's cost estimate is \$33,000 to prepare the feasibility study. The feasibility study may be completed by the end of the year. An agreement with the consultant's proposal is included in your agenda packet.

### Conclusion:

It is recommended that the Board authorize the Interim General Manager to execute an agreement with the Consultant to prepare the Shallow Well Feasibility Study Agreement at the Well 15 Site.

### Board Action / Motion

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**RIO LINDA/ELVERTA COMMUNITY WATER DISTRICT**  
**PROJECT: Shallow Well Feasibility Study at Well 15 Site**  
**PROJECT NO. 2026-04**

**AGREEMENT FOR CONSULTING SERVICES**

**THIS CONSULTING SERVICES AGREEMENT** ("Agreement") is made and entered into this 26<sup>th</sup> day of October, 2026, by and between the Rio Linda Elverta Community Water District, a county water district of the State of California ("District") and Wood Rodgers, ("Consultant") (each individually a "Party" and collectively the "Parties"). There are no other parties to this Agreement.

**RECITALS**

- A.** Consultant represents to District that it is a duly qualified and licensed firm experienced in providing professional engineering consulting services in support of a Shallow Well Feasibility Study (the "Project").
- B.** In the judgment of the Board of Directors of District, it is necessary and desirable to employ the services of Consultant to perform consulting services for the Shallow Well Feasibility Study.
- C.** Consultant has been selected as the most qualified to provide engineering services resulting from their submitted Proposal dated October 19, 2026 in response to the District's request, a description of such services is attached hereto as **Exhibit A** ("Services").

**NOW, THEREFORE**, in consideration of the promises and covenants set forth below, the Parties agree as follows:

**AGREEMENT**

**Section 1. Recitals.** The recitals set forth above ("Recitals") are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 18 of this Agreement, Sections 1 through 18 shall prevail.

**Section 2. Term.** This Agreement shall commence on the Effective Date and continue for three (3) years ("Term"), provided that either Party may terminate the Agreement by providing thirty (30) days written notice to the other Party.

**Section 3. Effective Date.** This Agreement shall only become effective once all of the Parties have executed the Agreement (the "Effective Date"). Consultant, however, shall not commence the performance of the Services until it has been given notice by District ("Notice to Proceed").

#### **Section 4. Work.**

(a) *Services.* Subject to the terms and conditions set forth in this Agreement, Consultant shall perform the Services as described in **Exhibit A** and as provided in approved Task Orders. Consultant shall not receive additional compensation for the performance of any services unless they are approved by the District in writing.

(b) *Modification of Services.* Only the District's General Manager may authorize extra or changed work. Failure of Consultant to secure such a written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further waives any and all right or remedy by way of restitution or quantum meruit for any and all extra work performed without such express and prior written authorization of the General Manager.

**Section 5. Time of Performance.** Consultant warrants that it will commence performance of the Services within thirty (30) calendar days of the Notice to Proceed, and shall conform to the requirements of the Services provided in **Exhibit A** or as provided in an approved Task Order. The time of performance is a material term of this Agreement relied on by District in entering into this Agreement.

**Section 6. Payment.** The District shall pay Consultant for all Services described in **Exhibit A**, which are performed and invoiced by Consultant.

Consultant shall submit monthly invoices to District for Services performed and expenses incurred during the preceding month. District shall pay Consultant within 30 days of receipt of each invoice. Each invoice shall identify all services performed and any expenses for which reimbursement is requested. Prior to payment, District may require Consultant to furnish supporting information and documentation for all charges for which payment is sought.

**Section 7. Representations of Consultant.** District relies upon the following representations by Consultant in entering into this Agreement:

(a) *Standard of Care.* District has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby warrants that it is qualified to perform the Services as provided in **Exhibit A** and that all of its services will be performed in accordance with the generally accepted consultant practices and standards (the "Standard of Care"). Consultant shall exercise the Standard of Care in complying with all applicable federal, state and local laws.

(b) *Independent Consultant.* In performing the services hereinafter specified, Consultant shall act as an independent Consultant and shall have control of the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of District, and is not entitled to participate in any pension plan, insurance, bonus, or similar benefits District provides its employees. In the event District exercises its right to terminate this Agreement, Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees. Nothing contained herein shall be construed as creating an employment, agency or partnership relationship between District and Consultant.

(c) *Authority.* Consultant represents that it possesses the necessary licenses, permits and approvals required to perform the Services or will obtain such licenses, permits or approvals prior to the time such licenses, permits or approvals are required. Consultant shall also ensure that all sub-consultants are similarly licensed and qualified. Consultant represents and warrants to District that Consultant shall, at Consultant's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and approvals which are legally required for Consultant to practice Consultant's profession at the time the Services are rendered including registration for public works projects with the Department of Industrial Relations.

(d) *No Conflict of Interest.* Consultant represents that no conflict of interest will be created under state or federal law by entering into or in carrying out this Agreement. Consultant further promises that in the performance of this Agreement, no person having such interest will be knowingly employed. If requested to do so by District, Consultant shall complete and file, and shall cause any person doing work under this Agreement to complete and file, a "Statement of Economic Interest" with the Sacramento County Clerk disclosing their financial interests.

(e) *Prevailing Wage.* Consultant agrees to pay all craftsmen and laborers required as part of the consulting services at least the minimum prevailing wage required by the Department of Industrial Relations of the State of California. Consultant understands and agrees that it is Consultant's responsibility to determine the minimum prevailing wage and to report compliance as required under California law.

**Section 8. Conformity with Law and Safety.** Consultant shall exercise the Standard of Care in observing and complying with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies having jurisdiction over any or all of the scope of Services, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, and all other applicable federal, state, municipal and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. Consultant's failure to exercise the Standard of Care in complying with any laws, ordinances, codes or regulations applicable to the performance of the Services hereunder shall constitute a breach of contract. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

If a death, serious personal injury or substantial property damage occurs in connection with the performance of this Agreement, Consultant shall immediately notify the District's risk manager by telephone. If any accident occurs in connection with this Agreement, Consultant shall promptly submit a written report to District, in such form as the District may require. This report shall include the following information: (a) name and address of the injured or deceased persons; (b) name and address of Consultant's sub-consultant, if any; (c) name and address of Consultant's liability insurance carrier; and (d) a detailed description of the accident, including whether any of District's equipment, tools or materials were involved.

If a release of a hazardous material, substance, or waste occurs in connection with the performance of this Agreement, Consultant shall immediately notify District. Consultant shall not store hazardous materials or hazardous waste within the District limits without a proper permit from District.

**Section 9. Excusable Delays.** Consultant shall not be in breach of this Agreement in the event that performance of Services is temporarily interrupted or discontinued due to a “Force Majeure” event which is defined as: riots, wars, sabotage, civil disturbances, insurrections, explosion, natural disasters such as floods, earthquakes, landslides, fires, strikes, lockouts and other labor disturbances or other catastrophic events, which are beyond the reasonable control of Consultant. Force Majeure does not include: (a) Consultant’s financial inability to perform; (b) Consultant’s failure to obtain any necessary permits or licenses from other governmental agencies; or (c) Consultant’s failure to obtain the right to use the facilities of any public utility where such failure is due solely to the acts or omissions of the Consultant.

**Section 10. Assignment Prohibited.** No Party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempt or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

**Section 11. Ownership and Disclosure of Work Product.** District shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any design computations, plans, specifications, surveys, copies of correspondence, maps, or other pertinent data and information gathered or computed by Consultant (“Work Product”) in the performance of and prior to termination of this Agreement by District or upon completion of the work pursuant to this Agreement. Consultant may retain copies of the above-described documents but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of District, during the term of this Agreement and for a period of one hundred eighty (180) days following expiration of the term of the Agreement. District agrees to indemnify, defend, and hold the Consultant harmless from and against any claims or damages that may result from the subsequent use, reuse, transfer, or modification of Consultant’s drawings and specifications, except on projects where the Consultant has been retained to provide services.

When this Agreement is terminated, Consultant agrees to return to District all documents, drawings, photographs and other written or graphic material, however produced, that it received from District, its Consultants or agents, in connection with the performance of its Services under this Agreement. All materials shall be returned in the same condition as received.

**Section 12. Termination by Default.** If a Party should materially fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violates any of the terms of this Agreement (the “Defaulting Party”), the other Party shall give notice to the Defaulting Party and allow such Party ten (10) days to correct such deficiency. If the Defaulting Party does not correct such deficiency, the other Party may immediately terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, Consultant shall be entitled to receive payment for all services satisfactorily rendered, provided, however, there shall be deducted from such amount the amount of damage, if any, sustained by virtue of any breach of this Agreement by Consultant. If payment under this Agreement is based upon a lump sum in total or by individual task, payment for services satisfactorily rendered shall be an amount which bears the same ratio to the total fees specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total fee, provided, however, that there shall be deducted from such amount the amount of damage, if any sustained by District by virtue of any breach of this Agreement by Consultant.

(a) Consultant shall deliver copies of all Work Product prepared by it pursuant to this Agreement.

(b) If District terminates this Agreement before District issues the Notice to Proceed to Consultant or before Consultant commences any Services hereunder, whichever last occurs, District shall not be obligated to make any payment to Consultant. If District terminates this Agreement after District has issued the Notice to Proceed to Consultant and after Consultant has commenced performance under this Agreement, District shall pay Consultant the reasonable value of the Services rendered by Consultant pursuant to this Agreement prior to termination of this Agreement. District shall not in any manner be liable for Consultant's actual or projected lost profits had Consultant completed the Services. Consultant shall furnish to District such financial information, as in the judgment of the District Manager, is necessary to determine the reasonable value of the Services rendered by Consultant prior to termination.

(c) Except as provided in this Agreement, in no event shall District be liable for costs incurred by or on behalf of Consultant after the date of the notice of termination.

**Section 13. Liability for Breach.** Neither Party waives the right to recover damages against the other for breach of this Agreement including any amount necessary to compensate District for all detriment proximately caused by Consultant's failure to perform its obligations hereunder or which in the ordinary course of things would be likely to result therefrom. District reserves the right to offset such damages against any payments owed to Consultant. Consultant and District waive all consequential or special damages, including, but not limited to, loss of use, profits, revenue, business opportunity, or production, for claims, disputes, or other matters arising out of or relating to this Agreement or the services provided by Consultant, regardless of whether such claim or dispute is based upon breach of contract, willful misconduct or negligent act or omission of either of them or their employees, agents, consultants, or other legal theory, even if the affected party has knowledge of the possibility of such damages. This mutual waiver shall survive termination or completion of this Agreement.

**Section 14. Insurance Coverage.** During the Term, the Consultant shall maintain in full force and effect policies of insurance set forth herein, which shall be placed with insurers with a current A. M. Best's rating of no less than A VII, and will provide the District with written proof of said insurance. Consultant shall maintain coverage as follows:

(a) *Professional Liability:* professional liability insurance for damages incurred by reason of any actual or alleged negligent act, error or omission by sub-consultant in the amount of One Million Dollars (\$1,000,000.00) combined single limit each occurrence and annual aggregate. If the Consultants prime agreement requires the sub-consultant to carry additional Professional Liability insurance the sub-consultant shall increase their Professional Liability insurance to meet the prime agreement's requirements for the duration of the Project.

(b) *General Liability.* Consultant shall carry commercial general liability insurance in an amount no less than Two Million Dollars (\$2,000,000.00) combined single limit for each occurrence, covering bodily injury and property damage. If commercial general liability insurance or another form with a general aggregate limit is used, either the general aggregate limit shall apply separately to each Project or the general aggregate shall be no less than Two Million Dollars (\$2,000,000.00).

(c) *Worker's Compensation Insurance and Employer's Liability.* Consultant shall carry workers' compensation insurance as required by the State of California under the Labor Code.

(d) *Automobile Liability Insurance.* Consultant shall carry Automobile liability insurance covering bodily injury and property damage in an amount no less than One Million Dollars (\$1,000,000) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles.

(e) *Policy Obligations.* Consultant's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(f) *Material Breach.* If Consultant, for any reason, fails to maintain insurance coverage that is required pursuant to this Agreement, such failure shall be deemed a material breach of this Agreement. District, at its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said breach. Alternatively, District may purchase such required insurance coverage, and without further notice to Consultant, District may deduct from sums due to Consultant any premium costs advanced by District for such insurance. These remedies shall be in addition to any other remedies available to District.

**Section 15. Indemnification.** To the fullest extent permitted by law (including, without limitation, California Civil Code Sections 2782 and 2782.8), Consultant shall defend (except for professional liability claims), indemnify hold harmless and release District, and District's elected and appointed councils, commissions, directors, officers, employees, agents, and representatives ("Collectively Indemnitees") from and against any and all third-party actions, and claims ("Claims") and the loss, cost, damage, injury (including, without limitation, disability, injury or death of an employee of Consultant or its sub-consultants), expense and liability of every kind, nature and description arising out of such Claims to the extent caused by the acts or omissions of Consultant, or any direct or indirect sub-consultant, employee, Consultant, representative or agent of Consultant, or anyone that Consultant controls (collectively "Liabilities"). This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under Workers' Compensation acts, disability benefits acts or other employee benefit acts. Specific to professional liability claims, Consultant shall reimburse Indemnitees for reasonable legal expenses to the extent caused by Consultant's negligence in the performance of professional services.

**Section 16. Notices.** Any notice or communication required hereunder between District and Consultant must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice or communication shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to District: Rio Linda/Elverta Community Water District  
 730 L Street  
 Rio Linda, California 95673  
 Attention: General Manager  
 Tel: (916) 991-8891

With courtesy copy to: Kronick Moskovitz Tiedemann & Girard  
 1331 Garden Highway, 2nd Floor  
 Sacramento, California, 95833  
 Attention: Jeffrey A. Mitchell  
 Tel: (916) 321-4500

If to Consultant: Wood Rodgers  
 3301 C Street, Bldg. 100-B  
 Sacramento, CA 95816  
 Attention: Kevin Gustorf  
 Tel: 916-341-7425

**Section 17. Exhibits.** All "Exhibits" referred to below or attached to herein are by this reference incorporated into this Agreement:

|                            |                      |
|----------------------------|----------------------|
| <u>Exhibit Designation</u> | <u>Exhibit Title</u> |
| <b>Exhibit A:</b>          | <b>Services</b>      |

## **Section 18. General Provisions.**

(a) *Modification.* No alteration, amendment, modification, or termination of this Agreement shall be valid unless made in writing and executed by all of the Parties to this Agreement.

(b) *Waiver.* No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

(c) *Severability.* If this Agreement in its entirety is determined by a court to be invalid or unenforceable, this Agreement shall automatically terminate as of the date of final entry of judgment. If any provision of this Agreement shall be determined by a court to be invalid and unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable according to the terms of any federal or state statute, which becomes effective after the Effective Date of this Agreement, the remaining provisions shall continue in full force and effect and shall be construed to give effect to the intent of this Agreement.

(d) *Counterparts.* This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

(e) *Audit.* District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Consultant's charges to District under this Agreement.

(f) *Entire Agreement.* This Agreement, together with its specific references, attachments and exhibits, constitutes the entire agreement of the Parties with respect to the subject matters hereof, and supersedes any and all prior negotiations, understanding and agreements with respect hereto, whether oral or written.

(g) *Attorney's Fees and Costs.* If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

(h) *Time is of Material Importance.* Time is of material importance for each covenant and term of a condition herein. Notwithstanding the foregoing, Consultant shall not be responsible for delays beyond Consultant's reasonable control

**IN WITNESS WHEREOF**, this Agreement has been entered into by and between District and Consultant as of the Effective Date.

**DISTRICT:**

Rio Linda Elverta Community Water District, a  
county water district of the State of California

By: \_\_\_\_\_  
Felix M. Felix, Interim General Manager

Date: \_\_\_\_\_

**CONSULTANT:**

Wood Rodgers

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A: SERVICES**

**Work Scope:** Consultant shall perform the work as described in Consultant's attached proposal.

**Schedule:** It is anticipated that Consultant will complete work by December 31, 2026.

**Budget:** The total budget for consultant to perform the work is \$33,000.00 per the attached Cost Estimate. The budget may not be increased without written approval from the District.

**See the following attachments:**

- Wood Rodgers Proposal
- Wood Rodgers Cost Estimate



October 19, 2026

Rio Linda / Elverta Community Water District  
ATTN: Mr. Mike Vasquez, PE, District Engineer  
730 L Street, Rio Linda, CA 95673

**Subject: Engineering Services for Shallow Well Feasibility Study Proposal**

Dear Mr. Vasquez,

Wood Rodgers Inc. (Wood Rodgers) is pleased to offer consulting engineering and hydrogeology services to the Rio Linda/Elverta Community Water District (RLECWD/District) for the evaluation of a Shallow Well Feasibility Study at the Well 15 site. The purpose of this study is to assess the water quality of shallow water-bearing zones for feasibility towards development of a shallow municipal supply well at the existing Well 15 site.

The proposed scope of work will include the review of existing hydrogeologic conditions, collect additional data towards water quality evaluation, and provide recommendations for next steps. The scope of work is organized into the following tasks.

**SCOPE OF WORK**

**Task 1 – Project Management, Administration, and Meetings**

Wood Rodgers will provide overall project management throughout the study, including project administration, budget tracking, schedule management, and coordination with the District. It is assumed that there will be three (3) virtual meetings during the project.

**Task 2 – Existing Conditions Review**

Wood Rodgers will compile and review available information necessary to evaluate existing hydrogeologic conditions including but not limited to as-builts, water quality data, historical pumping records, and well construction information.

**Task 3 – Additional Data Collection**

Wood Rodgers will identify locations for additional data collection from information reviewed under Task 2, including existing monitoring wells, Well 15A, and other nearby municipal supply wells. Identified locations will be sampled for water quality targeting identified shallow water-bearing zones. Wood Rodgers will subcontract with Confluence Environmental for monitoring well sampling services. Wood Rodgers will collect water quality samples and will subcontract with a State of California certified water quality laboratory for recommended analysis.

**Task 4 – Shallow Well Feasibility Recommendations**

Wood Rodgers will synthesize data reviewed in Task 2 and assess additional data collected under Task 3 to evaluate the suitability of the shallow water-bearing zones towards feasibility of construction of

a municipal supply well. Recommendations will be provided in the technical memorandum towards shallow water-bearing zone feasibility and future projects.

***Deliverables:***

- *Shallow Water-Bearing Zones Feasibility TM*

**PROJECT COST**

The total estimated cost to perform the tasks described above is **\$33,000** as summarized in the table below.

**Summary of Costs**

| <b>No.</b>         | <b>Task Description</b>                          | <b>Cost</b>     |
|--------------------|--------------------------------------------------|-----------------|
| 1                  | Project Management, Administration, and Meetings | \$5,000         |
| 2                  | Existing Conditions Review                       | \$5,000         |
| 3                  | Additional Data Collection                       | \$10,000        |
| 4                  | Shallow Well Feasibility Recommendations         | \$12,500        |
|                    | Direct Costs                                     | \$500           |
| <b>Total Cost:</b> |                                                  | <b>\$33,000</b> |

The Wood Rodgers team is grateful for the opportunity to support the Rio Linda / Elverta Community Water District, and we are committed to partnering with the District's team to successfully deliver this project. Should you have any questions, please feel free to contact me at (916) 341-7425, or by email at [kgustorf@woodrogers.com](mailto:kgustorf@woodrogers.com).

Sincerely,



Kevin J. Gustorf, PE  
Vice President



Sean Spaeth, PG, CHG  
Principal Hydrogeologist



## Items for Discussion and Action

### Agenda Item: 7.5

**Date:** October 26, 2026

**Subject:** Consider Approving a Partial Professional Services Proposal with CPS HR for Recruiting a New General Manager

**Contact:** Felix M. Felix, Interim General Manager

#### **Recommended Committee Action:**

The Executive Committee reviewed this item and recommended forwarding to the full Board along with directing the Interim GM to request proposals from other consultants for comparison to the October 26<sup>th</sup> meeting.

#### **Current Background and Justification:**

The Executive Committee reviewed the revised CPS HR Proposal for \$18,300 and directed the Interim GM to request proposals from other consultants for comparison. Attached are two other proposals from Koff & Associates for \$28,000 and Bob Murray & Associates for \$34,500 to review.

#### **Conclusion:**

The Interim GM recommends approving a Partial Professional Services Proposal for the Recruitment of a General Manager from CPS HR.

#### **Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Executive Recruitment Services  
General Manager



**PROPOSAL**  
**Rio Linda Elverta**  
**Community Water District**

**Melissa Asher**  
Chief of Client Services

**October 6, 2026**

2450 Del Paso Road, Suite 220,  
Sacramento, CA 95834  
(916) 471-3358  
Tax ID: 68-0067209  
cpshr.us

Office Locations:  
CALIFORNIA | COLORADO | TEXAS | OHIO

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## Cover Letter

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October 6, 2026

Felix M. Felix, Interim General Manager  
Rio Linda Elverta Community Water District  
730 L ST  
Rio Linda, CA 95673

***Submitted via email to: GM@RLECWD.COM***

**Subject: Executive Recruitment Services for General Manager**

Dear Mr. Felix,

CPS HR Consulting (CPS HR) is pleased to have the opportunity to submit a proposal to assist the Rio Linda Elverta Community Water District (District) with the recruitment of a new General Manager. We are uniquely qualified to undertake this effort as we have vast experience in assisting public agencies with executive search, screening, and placement. We have 40 years of experience providing human resources services to state and local government agencies and non-profit organizations, and over 20 years of experience placing top executives in public agencies throughout the United States.

***In the past three years, we have served more than 300 Special District clients nationally.***

We understand that each agency is unique, and our extensive experience allows us to tailor our process to specifically meet your needs. Our work with local government agencies throughout the United States gives us an in-depth understanding of government operations, programs, and services.

CPS HR offers a broad spectrum of human resource services while delivering personalized, results-oriented services, utilizing best practice methods of recruitment and selection strategies from our team of recruitment experts. Each recruitment is an opportunity to shape and prepare your organization for the future. We understand how important these transitions are and are perfectly placed to assist you in these endeavors. Once a project begins, we will work with the District to tailor our process to highlight the exciting opportunity and attract the best possible candidates.

***CPS HR is a Partner of the California Special Districts Association (CSDA).*** CSDA has teamed up with CPS HR Consulting to provide CSDA members with exclusive access to our Human Resources Service offerings. As CSDA **Partners**, we are privileged to serve CSDA member agencies, like yours, by providing access to skilled public sector HR Consultants who possess a deep bench of expertise, while providing guidance through our **Executive Search**, HR Membership, HR On-Demand, training, and classification and compensation services.

It is our commitment to work in partnership with your organization to successful results.

Thank you for the opportunity to be considered for this engagement, we look forward to continuing our relationship with the District. Should you have questions or comments about the information presented in this proposal, **please contact me at (916) 471-3358 or via email at [masher@cpshr.us](mailto:masher@cpshr.us).**

Sincerely,



Melissa Asher  
Chief of Client Services

# Our Approach and Methodology

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## Key Stakeholder Involvement

The Board of Directors (Board) on behalf of Rio Linda Elverta Community Water District must be intimately involved in the search for a new General Manager. Our approach assumes their direct participation in key phases of the search process. At the discretion of the Board, other key stakeholders may also be invited to provide input for the development of the candidate profile.

## The District's Needs

A critical first step in a successful executive search is for the Board to define the professional and personal qualities required of the General Manager. CPS HR has developed a very effective process that will permit the Board to clarify the preferred future direction for the District; the specific challenges the District is likely to face in achieving this future direction; the working style and organizational climate the Board wishes to establish with the General Manager; and ultimately, the professional and personal qualities required of the General Manager.

## Commitment to Communication

Throughout the recruitment process, we are strongly committed to keeping you fully informed of our progress. We will collaborate with you to provide updates on the status of the recruitment via your preferred method of communication (phone conference, email, etc.).

We place the highest level of importance on customer service and responding in a timely manner to all client and candidate inquiries. Our previous clients and candidates have expressed a sincere appreciation for our level of service and responsiveness to the management of the recruitment process. As a result, we have many long-term relationships with clients that have led to opportunities to assist them with multiple recruitments.

## Aggressive, Proactive, and Robust Recruitment

We take an aggressive approach in identifying and recruiting the best available candidates. There are those candidates who would gladly rise to the professional challenge and apply for this position; however, some of the best candidates are often not actively seeking a new position and may only consider a change once we present them with your opportunity. Evoking the sense of vision and opportunity in qualified persons is among the responsibilities of CPS HR, and we pride ourselves in our efforts to reach the best available potential candidates. We use advertisements, directly email the outreach brochure, post messages and connect with potential candidates on business media such as LinkedIn, and of course, pick up the phone and call qualified individuals and referral sources.

## Diversity Outreach Process

CPS HR strives to attract the most highly qualified, diverse candidate pool possible. We are pleased that our diligent efforts have resulted in more than 57% of our executive level placements being people of color and/or female candidates within the past three years.

We accomplished this by advertising with organizations like the National Forum for Black Public Administrators and the Local Government Hispanic Network in order to reach these specific population groups. We also sought candidate referrals from local subject matter experts and the national leadership of groups like Women Leading Government. By taking the time to directly contact these influential industry experts, we ensured that we captured the maximum number of distinguished candidates – particularly those who are well-known in their industries, but who may not be actively looking for a new job. The result of our process is an incredibly diverse candidate pool and a high level of client satisfaction.

## Similar Recruitment Listing

| Agency                                                | Title                                             | Year Completed |
|-------------------------------------------------------|---------------------------------------------------|----------------|
| Fair Oaks Recreation and Park District, CA            | District Administrator                            | Current        |
| Amador Water Agency, CA                               | General Manager                                   | Current        |
| Stege Sanitary District, CA                           | General Manager                                   | Current        |
| City and County of San Francisco, CA                  | General Manager – Recreation and Parks Department | Current        |
| South Suburban Park & Recreation District, CO         | Executive Director                                | 2025           |
| City of Golden, CO                                    | Director of Parks and Recreation                  | 2025           |
| Tahoe-Truckee Sanitation Agency, CA                   | General Manager                                   | 2025           |
| Town of Discovery Bay Community Services District, CA | Assistant General Manager                         | 2025           |
| Southwest Ohio Regional Transit Authority, OH         | Chief Executive Officer / General Manager         | 2025           |
| Goleta West Sanitary District, CA                     | General Manager                                   | 2025           |
| My Sister’s House, CA                                 | Chief Executive Officer                           | 2025           |
| El Dorado Irrigation District, CA                     | General Manager                                   | 2025           |
| City of Aurora, CO                                    | Director of Parks, Recreation & Open Space        | 2024           |
| Stege Sanitary District, CA                           | District Manager                                  | 2024           |
| Ojai Valley Sanitary District, CA                     | General Manager                                   | 2024           |

|                                                       |                                                                        |      |
|-------------------------------------------------------|------------------------------------------------------------------------|------|
| Santa Lucia Community Services District, CA           | General Manager                                                        | 2024 |
| South Placer Municipal Utility District, CA           | General Manager                                                        | 2024 |
| Ironhouse Sanitary District, CA                       | General Manager                                                        | 2024 |
| City of San Jose, CA                                  | Regional Wastewater Facility General Manager                           | 2024 |
| Harlingen Waterworks Systems, TX                      | Assistant General Manager                                              | 2024 |
| City and County of San Francisco, CA                  | Assistant General Manager, Wastewater Enterprise (Outreach)            | 2024 |
| Utah Transit Authority, UT                            | General Manager                                                        | 2024 |
| North San Joaquin Water Conservation District, CA     | General Manager                                                        | 2023 |
| Coastside County Water District, CA                   | Assistant General Manager                                              | 2023 |
| Sierra Lakes County Water District, CA                | General Manager                                                        | 2023 |
| Central Contra Costa Sanitary District, CA            | Deputy General Manager                                                 | 2023 |
| North of the River Recreation & Park District, CA     | General Manager                                                        | 2023 |
| Selma-Kingsburg-Fowler County Sanitation District, CA | General Manager                                                        | 2023 |
| East Bay Regional Park District, CA                   | Assistant General Manager of Acquisition, Stewardship, and Development | 2023 |
| East Bay Regional Park District, CA                   | Assistant General Manager of Operations                                | 2023 |
| City of Grand Prairie, TX                             | Epic General Manager (Outreach)                                        | 2022 |
| Indian Wells Valley Water District, CA                | General Manager                                                        | 2022 |
| San Diego County Water Authority, CA                  | General Counsel                                                        | 2022 |
| Texas Recreation & Park Society, TX                   | Executive Director                                                     | 2022 |
| Mid-Peninsula Water District, CA                      | General Manager                                                        | 2022 |
| East Bay Regional Park District, CA                   | General Manager                                                        | 2021 |
| Metropolitan Transportation Commission, CA            | General Counsel                                                        | 2020 |
| Alderwood Water and Wastewater District, WA           | General Manager                                                        | 2020 |
| Elk Grove Water District, CA                          | Program Manager                                                        | 2020 |
| City of Ontario, CA                                   | Assistant General Manager                                              | 2020 |

|                                               |                                                 |      |
|-----------------------------------------------|-------------------------------------------------|------|
| City of Redlands, CA                          | Director of Municipal Utilities and Engineering | 2020 |
| Carmichael Water District, CA                 | General Manager                                 | 2020 |
| Hayward Area Recreation and Park District, CA | General Manager                                 | 2020 |

## Scope of Work

Our proposed executive search process is designed to provide the District with the full range of services required to ensure the ultimate selection of a new General Manager who is uniquely suited to the District's needs.



**Phase I:** As desired by the District, our consultant will meet with the Board and other stakeholders to ascertain the District's needs and ideal candidate attributes, to target our search efforts, and maximize candidate fit with the District.

**Phase II:** The recruitment process is tailored to fit the District's specific wants and needs, with targeted advertising, combined with contacts with qualified individuals from our extensive database.

**Below is a breakdown of the services included in each recruitment option followed by the full description of each phase.**

| Task                                                                | Description                               | Outreach | Partial |
|---------------------------------------------------------------------|-------------------------------------------|----------|---------|
| <b>Phase I - Develop Candidate Profile and Recruitment Strategy</b> |                                           |          |         |
| 1                                                                   | Finalize Schedule                         |          | X       |
| 2                                                                   | Hold Key Stakeholder Meetings             | X        | X       |
| 3                                                                   | Develop Candidate Profile                 | X        | X       |
| 4                                                                   | Develop Recruitment Brochure              | X        | X       |
| <b>Phase II – Aggressive, Proactive, and Robust Recruitment</b>     |                                           |          |         |
| 1                                                                   | Place Ads                                 | X        | X       |
| 2                                                                   | Identify and Contact Potential Candidates | X        | X       |
| 3                                                                   | Review Application Materials              |          | X       |
| 4                                                                   | Conduct Screening Interviews              |          | X       |
| 5                                                                   | Submit Client Report                      |          | X       |
| 6                                                                   | Client Meeting to Select Semifinalists    |          | X       |

|   |                   |  |   |
|---|-------------------|--|---|
| 7 | Notify Candidates |  | X |
|---|-------------------|--|---|

## Phase I - Develop Candidate Profile and Recruitment Strategy

### Task 1 - Review and Finalize Executive Search Process and Schedule

### Task 2 - Key Stakeholder Meetings

### Task 3 - Candidate Profile and Recruitment Strategy Development

### Task 4 - Develop Recruitment Brochure

The first step in this engagement is a thorough review of the District's needs, culture and goals; the executive search process; and the schedule. CPS HR is prepared to meet with key stakeholders to obtain input in developing the ideal candidate profile and to assist us in understanding key issues and challenges that will face a new General Manager. Activities will include:

- Identifying key priorities for the new General Manager and the conditions and challenges likely to be encountered in achieving these priorities.
- Describing the type of working relationship the Board wishes to establish with the General Manager.
- Generating lists of specific competencies, experiences, and personal attributes needed by the new General Manager in light of the discussions above.
- Discussing recruitment and selection strategies for the Board's consideration to best produce the intended results.

CPS HR will provide a summary to the District stemming from these activities as an additional source of information for developing the candidate profile and selection criteria.

Following the completion of the workshop session, CPS HR will work with a professional graphic artist to design a recruitment brochure and present it to the District for review prior to printing. Brochure examples are available on our website at <https://www.cpshr.us/executive-level-recruitment-2/>.

## Phase II - Aggressive, Proactive, and Robust Recruitment

### Task 1 - Identify and Contact Potential Candidates

### Task 2 - Resume Review and Screening Interviews

### Task 3 - Board Selects Finalists

The recruitment process is tailored to fit the District's specific wants and needs, with targeted advertising, combined with personal contacts with qualified individuals from our extensive database.

CPS HR will prepare, submit for your approval, and publish advertisements in appropriate magazines, journals, newsletters, job bulletins, and websites to attract candidates on a nationwide, regional, local or targeted basis based on the recruitment strategy.

***Within the past three years, more than 57% of our executive level placements have been minority and/or female candidates.***

As a consulting firm that interacts with hundreds of public sector executives during engagements, we have a cadre of individuals who we inform of recruitments, both to increase the visibility of the opening and to attract appropriate individuals who fit the special needs of our client. Communication with these professionals ensures that an accurate picture of the requirements of the job is apparent and proliferated throughout their professional networks.

CPS HR will prepare an email distribution list containing prospective candidates and referral sources. These individuals will receive a link to the General Manager brochure along with a personal invitation to contact CPS HR should they have any questions about the position.

CPS HR maintains a comprehensive, up-to-date database of industry leaders and experienced professionals; however, we do not rely solely upon our current database. We also conduct research to target individuals relevant to your specific needs and expectations to ensure that we are thorough in our efforts to market this position to the appropriate audience and to garner a diverse and quality pool of candidates.

We will:

- Convey a strong sense of the purpose and strategy of the District. For many talented individuals, understanding these aspects is one of the key motivators to compete in such an environment.
- Provide guidance and resources to candidates regarding the area's cost of living, mean and median housing prices, higher education opportunities, K-12 education information, and other aspects of interest to those who are considering relocating to the area.
- Actively seek highly qualified candidates who may be attracted by the prospect of collaboration with other departments, providing exceptional leadership to the District or continuing to ensure the public confidence in the integrity of the District.

CPS HR will directly receive and initially screen all resumes. This screening process is specifically designed to assess the personal and professional attributes the District is seeking and will include a thorough review of each candidate's resume, and if applicable, supplemental questionnaire responses and other supporting materials. CPS HR will spend extensive time ascertaining each candidate's long-term career goals and reasons why the candidate is seeking this opportunity, as well as gaining a solid understanding of the candidate's technical competence and management philosophy. We will gather data on any other unique aspects specific to this recruitment based upon the candidate profile, as well as conduct internet research on each candidate interviewed.

CPS HR will prepare a written report that summarizes the results of the recruitment process and recommends candidates for further consideration by the Board. Typically, the report will recommend five to eight highly qualified candidates and will include resumes and a profile on each interviewee's background. CPS HR will meet with the Board to review this report and to assist them in selecting a group of finalists for further evaluation.

## Project Timeline

The project team CPS HR has selected is prepared to begin work upon receipt of a fully-executed contractual agreement. All search activities up to and including the selection of a new General Manager can be completed in about 10 to 12 weeks. The precise schedule will depend on the placement of advertising in the appropriate professional journals, and the ability to schedule, as quickly as possible, the initial meeting. A proposed schedule of major milestones is presented below.

| Task Name                              | Month 1 |   |   |   | Month 2 |   |   |   | Month 3 |    |    |    |
|----------------------------------------|---------|---|---|---|---------|---|---|---|---------|----|----|----|
| Weeks                                  | 1       | 2 | 3 | 4 | 5       | 6 | 7 | 8 | 9       | 10 | 11 | 12 |
| Initial Meeting/Candidate Profile      | ➤       |   |   |   |         |   |   |   |         |    |    |    |
| Draft Brochure                         | ➤       |   |   |   |         |   |   |   |         |    |    |    |
| Brochure Approved/Printed Place Ads    | ➤       |   |   |   |         |   |   |   |         |    |    |    |
| Aggressive Recruiting                  |         |   |   |   | ➤       |   |   |   |         |    |    |    |
| Final Filing Date                      |         |   |   |   | ➤       |   |   |   |         |    |    |    |
| Preliminary Screening                  |         |   |   |   |         |   |   |   | ➤       |    |    |    |
| Present Leading Candidates to District |         |   |   |   |         |   |   |   | ➤       |    |    |    |
| Weeks                                  | 1       | 2 | 3 | 4 | 5       | 6 | 7 | 8 | 9       | 10 | 11 | 12 |

## Project Team

CPS HR has assembled a strong project team with each member possessing extensive recruiting experience and a direct, in-depth understanding of local government. Mr. Erich WonSavage will serve as your dedicated project manager throughout this recruitment process. Mr. WonSavage will be joined by associate executive recruiter, Ms. Fatima Nukic. The team will leverage the knowledge and experience of our entire recruitment team in order to provide you with the best possible recruitment experience. We will not utilize subcontractors for these services. No staff member will be removed or replaced without the prior written concurrence of the District. Their resumes follow.

| Role/Project Assignment       | Name            | Phone          | Email               |
|-------------------------------|-----------------|----------------|---------------------|
| Executive Recruiter           | Erich WonSavage | (916) 471-3115 | ewonsavage@cpshr.us |
| Associate Executive Recruiter | Fatima Nukic    | (916) 471-3308 | fnukic@cpshr.us     |

## Team Resumes

### **Erich P. Won Savage, Principal Executive Recruiter, MSM, PHR, SHMR-CP**

A seasoned and results-driven human resources leader, Erich brings over 20 years of public sector experience driving strategic HR initiatives that enhance organizational performance. With deep expertise across talent acquisition, workforce planning, employee relations, compensation design, and executive coaching, he has led full-cycle recruiting efforts, including executive-level searches, and executed large-scale organizational restructures. From developing leadership academies and succession planning frameworks to mediating complex employee relations issues and designing equitable compensation strategies, Erich is known for crafting sustainable solutions rooted in data, compliance, and employee engagement. His collaborative leadership style and commitment to operational excellence has made him a trusted advisor to senior leadership, guiding culture transformation, performance management, and DEI-focused strategies.

### **Employment History**

- Principal Executive Recruiter, CPS HR Consulting 04/2025-Present
- Chief Human Resources Officer, Poudre School District 07/2022 – 08/2024
- HR Director, WellPower 06/2018 – 07/2022
- HR Director, South Suburban Parks & Recreation, 04/2017 – 06/2018
- HR Director, City of Littleton, 02/2008 -04/2017
- HR Director, South Metro Fire Rescue, 03/2006 -02/2008
- HR Manager, Mental Health Center of Denver, 06/1999 -03/2006

## **Education and Certifications**

- Master of Science Degree in Management & Human Resources, Regis University
- Bachelor's Degree in Communications & Business, University of St. Thomas
- Professional in Human Resources (PHR), HRCI
- SHRM-CP, Society for Human Resources Management (SHRM)
- Certificate in Organizational Development, Employer's Council
- Certificate in People Analytics, HRCI
- Certified MBTI (Meyers Briggs) Facilitator, CPP, Inc.
- Radical Collaboration Trainer, The Schutz Company
- Certified Mediator, Mars Dixon & Associates
- Certified Plan Sponsor Professional (CPSP), American Retirement Association

## **Community Leadership & Activities**

- SHRM San Diego
- San Diego HR Forum
- North County HR Community

## **Fatima Nukic, Associate Executive Recruiter**

Fatima Nukic has over ten years of professional experience in the public sector. She has assistant on a wide range of recruitments for county, city, special district, and association executives including executive director, city attorney, police chief, human resources director, finance director, health and human services director, risk manager, environmental resources director, to name a few. Ms. Nukic is an action-oriented and results-driven leader who thrives on finding new ways to promote recruitments and finding ideal candidates. She brings an extensive background in promoting, sourcing, and social media marketing to her role as an Associate Executive Recruiter at CPS HR Consulting.

### **Employment History**

- Associate Executive Recruiter, CPS HR Consulting
- Executive Search Technician, CPS HR Consulting
- Office Manager/HR, DMD Express
- Guest Representative, The Mirage Hotel and Casino
- Department Manager, Albertsons

### **Professional Experience**

- Various administrative duties, such as research, scheduling appointments, handling client/candidate questions, filing, data entry, answering telephones, and operating various office equipment. Process contracts and coordinate client invoices.
- Proofread, edit, copy, assemble, and mail documents and reports. Communicate with clients and candidates - this typically involves answering questions, providing information, resolving issues, and writing letters and e-mails.
- Process, code and review expense claims, candidate fees/refunds, invoices and other payments. Enter information into applicant tracking system, and other assignments as needed.

### **Education**

- Project Management Certificate-CSUS College of Continuing Education
- Bachelor of Science in Business Administration-University of Nevada, Las Vegas
- Bachelor of Arts, German Studies-University of Nevada, Las Vegas

## Professional Fees

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### Professional Services

Our professional fixed fee covers all CPS HR services associated with an adjusted **Partial Recruitment (Phase I and II)** of the recruitment process. The proposed pricing has been adjusted to reflect work completed during the initial recruitment phase, ensuring that costs are aligned with the remaining scope of services.

| Professional Fixed Fee                        |          |
|-----------------------------------------------|----------|
| Professional Services for Partial Recruitment | \$18,300 |

*\*Professional fees for a Partial recruitment will be billed and paid at the completion of each phase. Professional fees for an Outreach/Advertising project will be billed and paid in full after the completion of the project.*



***We thank you for your consideration of our proposal. We are committed to providing high quality and expert solutions and look forward to partnering with Rio Linda Elverta Community Water District in this important endeavor.***



**EXECUTIVE RECRUITMENT SERVICES**  
**GENERAL MANAGER**  
**RIO LINDA ELVERTA WATER DISTRICT**

Submittal date: October 20, 2026



**Koff & Associates**  
A Gallagher Company

Submitted by:  
Koff & Associates  
A Gallagher Co.

**Chelsea Freeman**  
Recruiting Supervisor  
510.570.3844  
Chelsea\_Freeman@ajg.com

October 21, 2026

Felix M. Felix  
Rio Linda Elverta Community Water District

Dear Mr. Felix,

Thank you for the opportunity to submit our proposal to assist Rio Linda Elverta Community Water District with Executive Recruitment services. We are excited about the possibility of this partnership and supporting the District with the search for its next General Manager. Beyond finding your next ideal candidate, we are committed to working with our clients to show candidates “Why Rio Linda Elverta Community Water District?” We are responsive and thoughtful in our communications with your applicants, as well as your internal and external stakeholders.

Our unique selling proposition lies in our extensive experience supporting public sector clients in California and throughout the USA. Through our investment in modern recruitment technology, we offer forward-thinking services that not only provide advanced extensive sourcing and outreach but allow us to tell the story of each project through easy-to-understand data and intuitive reports.

Conducting countless executive search efforts has made K&A an expert in identifying, targeting, recruiting, and successfully placing women and minority candidates in many of our recruitments. Our firm has a vast pool of resources at our fingertips to provide outreach on an industry-wide basis to the public and private sector for qualified candidates nationwide. We pride ourselves on transparency, flexibility, and quality work.

Our proposal details our experience, our project approach/methodology as well as identified deliverables throughout the process, our pricing, and all other information we trust demonstrates our commitment and excitement to take on this work and support the District. We will continue our efforts until we find your placement, and we guarantee our placements for 12 months. Our team is available to start this work upon award.

I am pleased to be your Project Manager for these recruitment services, with our recruitment team assisting as needed. You can reach me at (510) 570-3844 or [Chelsea.Freeman@ajg.com](mailto:Chelsea.Freeman@ajg.com).

Sincerely,



Chelsea Freeman  
Recruiting Supervisor  
510.570.3844 | [Chelsea.Freeman@ajg.com](mailto:Chelsea.Freeman@ajg.com)



Erik Smetana  
Managing Director & National Practice Leader  
314.494.4849 | [Erik.HenrySmetana@ajg.com](mailto:Erik.HenrySmetana@ajg.com)



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## BUSINESS INFORMATION

Koff & Associates (“K&A”) was founded by Gail Koff in 1984 as a full spectrum, public-sector human resources and recruiting services firm to assist cities, counties, special districts, other public agencies, and non-profit organizations.

As of April 30, 2021, we merged with Arthur J. Gallagher and are now officially a Gallagher Division. Our headquarters are in Berkeley, CA, and we have satellite offices in Southern California, the Central Valley, the Sacramento Region, and the Western US Region. GALLAGHER BENEFIT SERVICES, INC. is our legal name. It is a Delaware company, and the FEIN is 36-4291971.

Now part of Gallagher Benefits Services, the K&A recruitment team continues to provide top-tier recruitment services, now with a huge network of internal partners to support this work as needed, from our original public sector classification and compensation team to wide range of Talent and HR Consulting services, details at: [www.ajg.com/services/human-resources-compensation-consulting/](http://www.ajg.com/services/human-resources-compensation-consulting/).

## EXPERIENCE AND QUALIFICATIONS

With over 40 years of HR experience, K&A knows public sector employment inside and out. We are familiar with public sector organizational structures, agency missions, operational and budgetary requirements, staffing needs, legal requirements, and cultural expectations. Our team is ready to support you throughout the process—using our expertise to run a successful full-cycle recruitment through the very start of your search through the start date of your new hire.

|                                          |                                                                                                                                                                                                                                                                 |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| We build enduring relationships          | K&A provides personal attention to and creates long-term relationships with our clients. Because we care about and understand your organization’s people, culture, leadership, and unique needs, we identify highly qualified candidates to support your goals. |
| We value strength in diversity           | With our focus on inclusion, networking, and advertising with minority-based associations, we source top talent and our placements reflect the Agencies we serve.                                                                                               |
| We leverage innovative search technology | K&A identifies candidates which traditional recruiting strategies may miss. We leverage innovative sourcing methodologies and technologies for a robust and advanced sourcing strategy that will attract hard-to-find, passive job seekers.                     |

Our long list of clients indicates our firm’s reputation as a quality organization that produces comprehensive, sound, and cost-effective results. K&A is “hands on” and responsive with the ability and expertise to identify the ideal candidate(s) for the District.

We use our vast network to leverage recommendations and referrals of past clients in combination with modern sourcing techniques and technology to build the best candidate pools in the market. We are a team of true recruiters with over 60 years of combined experience. Our work speaks for itself: we provide professional and technical consulting assistance with integrity, honesty, and a commitment to excellence.



## RECENT SUCCESSFUL RECRUITMENTS

Below is a partial list of executive recruitments (complete or current) conducted by K&A's recruitment team. Most relevant recruitments and/or clients have been **highlighted**.

Brochures for nearly all positions can be found at [www.koffassociates.com/opportunities](http://www.koffassociates.com/opportunities) (current recruitments at link; to view more, click "More Past Recruitments" at the bottom of the page).

| Agency                                                 | Title                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Stege Sanitary District                                | Assistant General Manager/Finance Director                                                                                                                                                                                                                                       |
| Coachella Valley Mosquito Vector Control District      | Assistant General Manager                                                                                                                                                                                                                                                        |
| City of Millbrae                                       | Director of Engineering and Public Works, Director of Community Development, Public Works Director                                                                                                                                                                               |
| City of Palmdale                                       | Deputy Director of Economic and Community Development, Director of Community & Economic Development, Finance Manager, Deputy Director of HR                                                                                                                                      |
| City of Chula Vista                                    | Deputy Director of Development Services, Deputy City Manager                                                                                                                                                                                                                     |
| City of El Monte                                       | Public Works and Utilities Director, Director of HR, Chief of Police                                                                                                                                                                                                             |
| City of Oceanside                                      | Director of HR & Risk Management, <b>City Manager</b> , Risk Manager                                                                                                                                                                                                             |
| City of San Bernardino                                 | City Manager, Deputy Director of HR (Risk), Director of HR, Chief of Police, Director of Public Works                                                                                                                                                                            |
| County of Riverside                                    | Director of Animal Services, Director of HR, Department Public Information Officer I, DEI (Diversity, Equity, and Inclusion) Officer, County Counsel                                                                                                                             |
| First 5 Alameda County                                 | HR Director                                                                                                                                                                                                                                                                      |
| Santa Barbara Metropolitan Transit Dist.               | Director of Finance and Administration, Director of HR and Risk                                                                                                                                                                                                                  |
| Tahoe Regional Planning Agency                         | Director of HR & Organizational Development                                                                                                                                                                                                                                      |
| San Mateo County Transportation Auth./Transit District | Executive Officer, Transportation Authority; Manager, Real Estate Capital Project Support and Property Management; HR Manager; District Surveyor, Real Estate; Deputy Director, Transportation Authority; Executive Officer for Civil Rights, Employee & Labor Relations, and HR |
| City of Menlo Park                                     | Assistant Administrative Services Director (Finance), HR Manager                                                                                                                                                                                                                 |
| City of Rancho Palos Verdes                            | HR & Risk Manager, Principal Engineer, Associate Engineer – Utilities (Capital Projects), Associate Engineer – Utilities (Operations), Senior Engineer – Transportation/Traffic (Operations), Senior Engineer – Civil/Roadway (Capital Projects)                                 |
| San Bernardino Superior Court                          | HR Business Partner                                                                                                                                                                                                                                                              |
| Dublin San Ramon Services District                     | Wastewater Treatment Plant Operator-in-Training, Electrician I/II, HR Analyst II, Wastewater Treatment Plant Operations Superintendent                                                                                                                                           |
| Irvine Ranch Water District                            | Senior Risk Management Analyst, Collections Manager, Accounting Supervisor, Senior HR Analyst, HR Analyst                                                                                                                                                                        |



|                                                        |                                                                                                                                              |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Alameda County Transportation Commission               | <b>Chief Deputy Executive Director</b>                                                                                                       |
| Bakersfield-Kern Regional Homeless Collaborative       | <b>Executive Director</b>                                                                                                                    |
| Bay Area Water Supply and Conservation Agency          | <b>Chief Executive Officer/General Manager</b>                                                                                               |
| California Assoc. - Local Agency Formation Commissions | Executive Director                                                                                                                           |
| California Association of Sanitation Agencies          | Manager of Association Services                                                                                                              |
| California Utilities Emergency Association             | <b>Executive Director</b>                                                                                                                    |
| Central Marin Sanitation Agency                        | Regulatory Compliance Manager, Treatment Plant Manager                                                                                       |
| City of Avalon                                         | Public Works Director                                                                                                                        |
| City of Berkeley                                       | Director of Information Services, Director of Engineering                                                                                    |
| City of Calexico                                       | Chief of Police, City Manager                                                                                                                |
| City of Carson                                         | Director of Finance, Public Works Operations Manager                                                                                         |
| City of Cherry Hills Village, CO                       | Chief of Police                                                                                                                              |
| City of Chico                                          | Public Works Director                                                                                                                        |
| City of Coachella                                      | <b>City Manager</b>                                                                                                                          |
| City of Coalinga                                       | <b>City Manager</b>                                                                                                                          |
| City of Commerce                                       | Public Works Director                                                                                                                        |
| City of East Palo Alto                                 | Assistant City Manager, Chief of Police, <b>City Manager</b>                                                                                 |
| City of Gilroy                                         | City Engineer/Transportation Engineer, Public Works Director, Utilities Director, Fire Division Chief, Finance Manager, Fleet Superintendent |
| City of Glendale                                       | Water Engineering Manager                                                                                                                    |
| City of Hayward                                        | Accounting Manager                                                                                                                           |
| City of La Mesa                                        | Director of Finance, Assistant Community Development Director, Risk Manager, Director of HR                                                  |
| City of Lawndale                                       | Director of Public Works / City Engineer, Director of Finance / City Treasurer                                                               |
| City of Leavenworth                                    | City Administrator                                                                                                                           |
| City of Lomita                                         | Public Works Director, Water Systems Superintendent                                                                                          |
| City of Long Beach                                     | Data Center Officer, City Treasurer                                                                                                          |
| City of Los Altos                                      | Housing Manager                                                                                                                              |
| City of Los Banos                                      | Finance Director, Assistant Public Works Director, Assistant Fire Chief                                                                      |



|                         |                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City of Lynwood         | <b>City Manager</b>                                                                                                                                                                                                                                                                                                                                                                                        |
| City of Manhattan Beach | Fire Chief                                                                                                                                                                                                                                                                                                                                                                                                 |
| City of Modesto         | Engineering Division Manager – Utilities, Wastewater Division Manager                                                                                                                                                                                                                                                                                                                                      |
| City of Ontario         | Budget Administrator, Accounting Supervisor, Assistant Community Development Director                                                                                                                                                                                                                                                                                                                      |
| City of Oroville        | Chief of Police                                                                                                                                                                                                                                                                                                                                                                                            |
| City of Oxnard          | Housing Director, Assistant Chief Financial Officer, Library Manager, Associate Traffic Engineer, Chief Financial Officer, Environmental Resources Division Manager, Safety Training Officer, Planning & Environmental Manager, Budget Manager, Senior Planner, City Traffic Engineer, Assistant Director of Housing, Assistant Public Works Director (Water Utilities), Controller, Public Works Director |
| City of Palm Springs    | Airport Deputy Director, Planning & Engineering; Senior Civil Engineer; Fire Chief; City Manager                                                                                                                                                                                                                                                                                                           |
| City of Palo Alto       | Assistant Director of IT, IT Project Manager (Senior Technologist), Water Treatment Plant Manager, Water Quality Control Plant Assistant Manager                                                                                                                                                                                                                                                           |
| City of Pasadena        | Recreation & Community Services Superintendent, Director of Parks, Recreation and Community Services; Director of Library & Information Services; Chief of Police; Controller                                                                                                                                                                                                                              |
| City of Patterson       | Fire Chief, Director of Recreation & Community Services, Director of Finance                                                                                                                                                                                                                                                                                                                               |
| City of Pittsburg       | Water Utilities Manager, Assistant City Engineer                                                                                                                                                                                                                                                                                                                                                           |
| City of Pomona          | Development Services Director                                                                                                                                                                                                                                                                                                                                                                              |
| City of Redlands        | Director of HR                                                                                                                                                                                                                                                                                                                                                                                             |
| City of Rialto          | City Engineer, Director of Finance, Assistant City Manager, Assistant Director of Finance, Director of Community Development, Director of Engineering Services/City Engineer                                                                                                                                                                                                                               |
| City of Richmond        | Senior Civil Engineer, Director of Finance, Information Technology Manager, Deputy Director of Community Resources, Employment and Training; Budget Administrator and Accounting Manager                                                                                                                                                                                                                   |
| City of Riverside       | Finance Director/Assistant CFO (current recruitment), Utilities General Manager, Deputy Finance Director, Debt & Treasury Manager, Budget Manager                                                                                                                                                                                                                                                          |
| City of Salinas         | Planning Manager, Assistant Finance Director, Senior Civil Engineer, Chief of Police, Finance Director                                                                                                                                                                                                                                                                                                     |
| City of San Diego       | Director of Transportation                                                                                                                                                                                                                                                                                                                                                                                 |
| City of San Fernando    | Public Works Director                                                                                                                                                                                                                                                                                                                                                                                      |
| City of San Jose        | Deputy Director of Animal Care and Services, Deputy Director of Technical Services (Police Department), Assistant Chief Information Officer, Chief Information Officer                                                                                                                                                                                                                                     |
| City of San Leandro     | Assistant Finance Director                                                                                                                                                                                                                                                                                                                                                                                 |



|                                           |                                                                                                                                                     |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| City of Sanger                            | <b>City Manager</b>                                                                                                                                 |
| City of Santa Fe Springs                  | <b>City Manager</b>                                                                                                                                 |
| City of Santa Monica                      | City Engineer, Director of Transportation                                                                                                           |
| City of Scottsdale, AZ                    | Economic Development Director                                                                                                                       |
| City of Seaside                           | Senior Civil Engineer, Assistant Public Works Director, Assistant Civil Engineer, Associate Planner, Assistant Planner                              |
| City of Signal Hill                       | <b>City Manager</b>                                                                                                                                 |
| City of Soledad                           | <b>City Manager</b>                                                                                                                                 |
| City of Stockton                          | Chief Financial Officer                                                                                                                             |
| City of Tulare                            | HR Director, Assistant City Manager, Chief Financial Officer                                                                                        |
| City of Tracy                             | City Attorney                                                                                                                                       |
| City of Victorville                       | Assistant Director of Water                                                                                                                         |
| City of Visalia                           | Administrative Services Director                                                                                                                    |
| City of Vista                             | Director of Engineering, Director of Community Development, Assistant City Manager, Fire Chief                                                      |
| City of Wasco                             | Director of Finance                                                                                                                                 |
| City of West Hollywood                    | Economic Development Director                                                                                                                       |
| City of Woodland                          | Deputy Director of Public Works – Utilities                                                                                                         |
| City of Woodland Park, CO                 | Chief of Police                                                                                                                                     |
| Coachella Valley Water Dist.              | Director of Environmental Services                                                                                                                  |
| Contra Costa Water District               | Assistant General Manager (Water Resources, Operations, & Maintenance), Assistant General Manager (Engineering & Construction), Director of Finance |
| County of Butte                           | Assistant Public Works Director (2)                                                                                                                 |
| County of Imperial                        | Director of Social Services                                                                                                                         |
| County of San Bernardino                  | County Labor Relations Chief, Chief of Homeless Services                                                                                            |
| County of Santa Clara                     | Deputy Director of Parks & Recreation, Director, CEPA; Planning Services Manager                                                                    |
| County of Sonoma                          | Deputy Director – Engineering & Maintenance, Transit Systems Manager                                                                                |
| East Bay Regional Park District           | Fire Chief, Chief of Interpretive & Recreation Services, Chief of Design & Construction, Chief Information Officer                                  |
| East Valley Water District                | <b>General Manager/Chief Executive Officer</b>                                                                                                      |
| Fresno Irrigation District                | Senior Civil Engineer                                                                                                                               |
| Greater LA County Vector Control District | <b>General Manager</b>                                                                                                                              |
| Hayward Area Recreation and Park District | Administrative Services Director, Parks and Facilities Maintenance Director                                                                         |



|                                                 |                                                                                                                                                                                             |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| King County, WA                                 | Regional Animal Services Manager                                                                                                                                                            |
| Marin/Sonoma Mosquito & Vector Control District | District Manager                                                                                                                                                                            |
| Metro Parks Tacoma                              | Chief Financial and Administrative Officer                                                                                                                                                  |
| Metropolitan Water District of Southern CA      | Safety, Security, and Protection Group Manager; Controller; Conveyance and Distribution Group Manager; Integrated Support Services Group Manager; Treatment and Water Quality Group Manager |
| Mid-Peninsula Water Dist.                       | Administrative Services Manager                                                                                                                                                             |
| Mtn. House Community Services District          | Utilities Manager                                                                                                                                                                           |
| Mtn. View Sanitary Dist.                        | Chief Plant Operator/Wastewater Operations Manager                                                                                                                                          |
| North County Transit Dist.                      | Chief People Officer, Chief Executive Officer                                                                                                                                               |
| Ontario Municipal Utilities Company             | Utilities Customer Service Director                                                                                                                                                         |
| Orange Co. Mosquito & Vector Control District   | Director of HR                                                                                                                                                                              |
| Orange County Water District                    | Director of HR                                                                                                                                                                              |
| Port of Long Beach                              | Director of Security                                                                                                                                                                        |
| Rincon del Diablo Municipal Water District      | <b>General Manager</b>                                                                                                                                                                      |
| San Bernardino County Transportation Authority  | Chief Financial Officer                                                                                                                                                                     |
| Santa Clarita Valley Water Agency               | Controller                                                                                                                                                                                  |
| Solano County                                   | Director of General Services                                                                                                                                                                |
| Solano Transportation Agency                    | Finance and Budget Manager, Director of Projects, Senior Accountant, Program Coordinator                                                                                                    |
| South San Joaquin Irrigation District           | Telemetry System Supervisor, Finance and Administration Manager                                                                                                                             |
| South Tahoe Public Utility District             | <b>General Manager</b>                                                                                                                                                                      |
| Stanislaus Animal Services Agency               | Director of Animal Services                                                                                                                                                                 |
| State Bar of CA                                 | Operational and Digital Transformation Lead, Chief Information Officer                                                                                                                      |
| Stinson Beach County Water District             | <b>General Manager</b>                                                                                                                                                                      |
| Transportation Corridor Agencies                | Chief Capital Program Officer                                                                                                                                                               |
| Valley Sanitary District                        | <b>General Manager</b>                                                                                                                                                                      |



Koff & Associates  
A Gallagher Company



|                              |                                                                                              |
|------------------------------|----------------------------------------------------------------------------------------------|
| West Valley Water District   | Chief Financial Officer, Director of Engineering, Assistant General Manager, General Manager |
| Yolo Transportation District | Director of Finance & Administration                                                         |



## PROJECT TEAM

### **Chelsea Freeman** **Recruiting Supervisor**

**LinkedIn:** [Chelsea Freeman](#)

Chelsea's professional experience includes over 20 years in Human Resources which includes both the public and private sectors. Chelsea resided in the Sacramento area for over 10 years and she began her HR journey in private-sector manufacturing in Davis, CA and, then later transitioned to the public sector. Her previous role was as the Classification, Compensation, and HR Operations Manager at California State University, Monterey Bay, where she was responsible for developing and implementing a compensation philosophy for staff and faculty, as well as implementing process improvement efforts within the HR operations. She provided ongoing consultation to executives relating to organizational effectiveness, recruiting, and best practices in hiring which included Diversity and Inclusion training and properly classifying and compensating employees.

Since joining K&A, a Gallagher company, Chelsea has partnered her classification and compensation experience, marketing skills, and recruitment experience to bring a full-service experience to all clients. She currently manages full-cycle recruitments for California public sector agencies including cities, counties, and special districts. She provides supervisory oversight for technical, professional, and management recruitments.

In addition to recently completing recruitments for Solano County, City of Palo Alto, City of Lomita, City of Gilroy, City of Palmdale, and West Valley Water District, recent successful efforts include positions of Executive Director, Economic Development Director, IT Project Manager, Finance Director, Principal Engineer, and Director-level hires for Information Technology, Public Works, and Community Development.

Chelsea earned her B.A. degree in Communications from Sonoma State University.

### **Lady Hernandez** **Associate Recruiter**

**LinkedIn:** [Lady Hernandez](#)

Lady brings over thirteen years of experience working in both the public and private sectors.

She worked for the California State University system for six years and spent seven years in the private sector in management.

Lady spent seven years in management, refining skills in team leadership, operations oversight, and driving organizational success. Transitioning into higher education, she gained experience in full-cycle recruitment, employment compliance programs, and compensation and classification. This unique blend of expertise across education and management exemplifies her ability to navigate complex challenges and deliver impactful results.

Lady earned her B.S in Business Administration from San Diego State University.

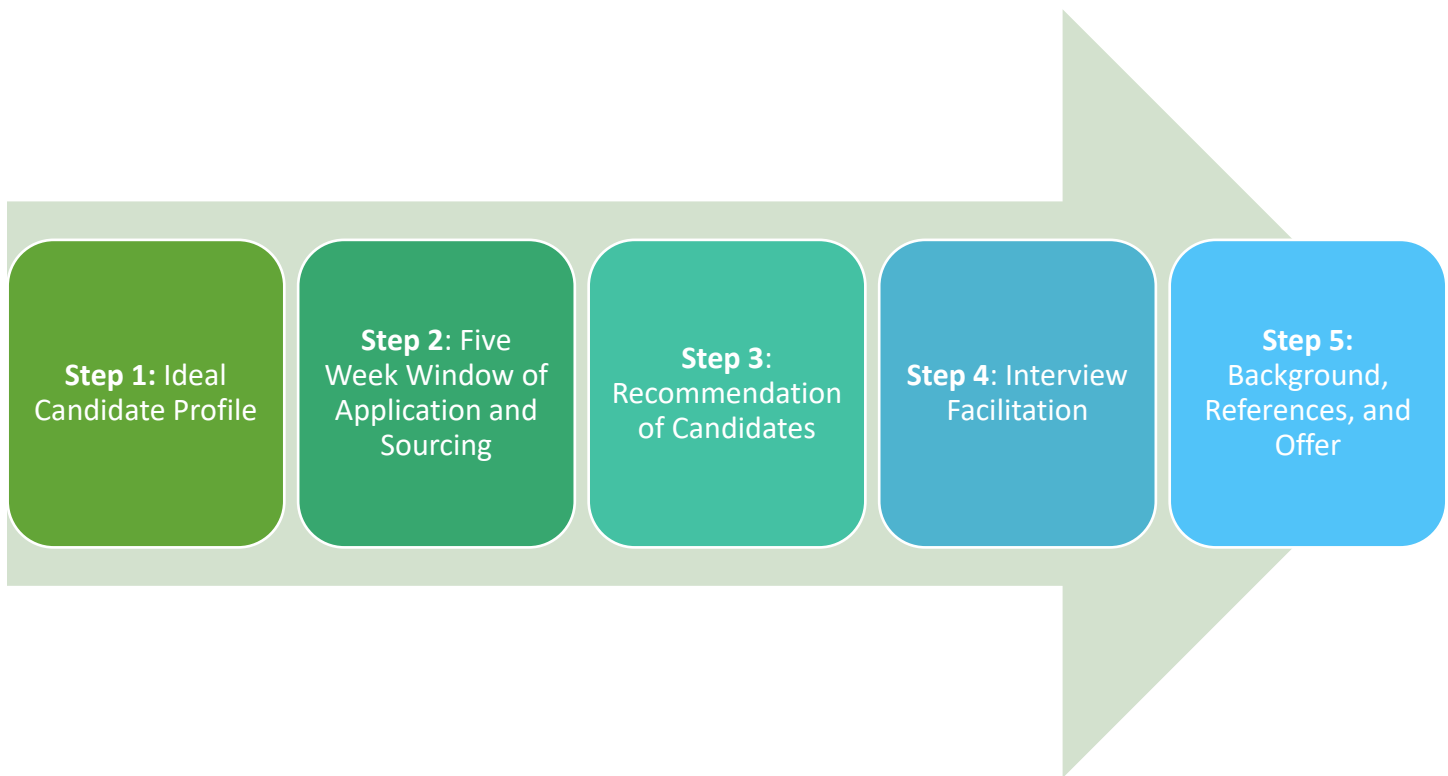


## PROJECT APPROACH/METHODOLOGY

Our philosophy ensures thorough, thoughtful, and strategic sourcing, evaluation, selection, and vetting of candidates. We reach out directly to potential candidates, referral sources, professional associations, and user groups, etc. by using business media, outreach emails, general advertising, **and most importantly picking up the phone and actively calling passive applicants**. This strategy also includes focused advertising on websites and in publications specific to women and minority candidates.

K&A will provide weekly progress reports to the County and participate in conference calls and onsite meetings as requested. These reports can include data on all new candidates as the sourcing period progresses, as well as work undertaken by the Project Team.

We are responsible for ensuring compliance, adhering to, and maintaining all legally mandated documentation throughout the process.





## Step 1: Ideal Candidate Profile

Developing the profile for the ideal job candidate for the position is crucial for a successful search process.

We will coordinate with the District in identifying and developing:

- The various needs, vision, mission, goals, strengths, challenges, opportunities, and culture of the organization and specific departments involved;
- Position competency requirements, i.e., knowledge, skills, and abilities;
- Personal and professional attributes required of and priorities for the new incumbent;
- Type of working relationship senior leadership desire with the new incumbent;
- Advertising strategies in conjunction with a national and/or regional outreach campaign;
- Compensation levels; and
- Precise schedule of deliverables from K&A.

After meeting(s) with the District, there will be a consensus of the key qualifications and characteristics of the position and the process, action plan, and timetable to be utilized for the recruitment process.

### **Deliverable: Brochure (Design & Posting)**

Following the development of the candidate profile, a recruitment brochure will be professionally produced in coordination with the District's feedback. The brochure will highlight the strengths of the District and the surrounding community. The brochure will feature the organizational structure and services of the District, its mission and goals, pertinent facts regarding the position, and necessary and desirable candidate qualifications, alongside eye-catching photographs of the District's staff, local attractions, and landscape.

## Step 2: Five Week Window of Application & Sourcing

Our effort includes a variety of activities designed to build the best available candidate pool. Our techniques and methodologies allow us to source from extensive pools of potential candidates and referral sources. We utilize a highly trusted advertising partner to identify and optimize our posts to the best job boards and business media to find candidates who may not otherwise be looking.

In coordination with the District, K&A will:

- Identify prospects;
- Provide each potential candidate with access to the recruitment brochure;
- Capture interested candidates in our recruitment project database; and
- Provide representative data to the District.



### Step 3: Recommendation of Candidates

K&A will complete our screening process, specifically designed to assess the personal and professional attributes that the District has identified. This screening will focus on each candidate's ability, technical competency, and fit with the District's values, culture, and needs. Our assessment will consist of:

- Experience and qualifications;
- Cultural fit based on our understanding of essential intangibles;
- Clarity of any issues identified in the submitted documents;
- Reasons for position interest,
- The level of commitment to the position and the organization; and
- Other issues, including salary requirements.

#### **Deliverable: Client Report**

After the sourcing period has closed and our screening process has been completed, K&A will prepare a Client Report of the leading candidates. This report serves to further narrow the pool to the most highly qualified and helps establish the best organizational fit of each recommended candidate. The Client Report contains cover letters, resumes, references submitted by each candidate; and notes on each screening interview, with comments from the Project Team. These materials are assembled into an intuitive and user-friendly report, emailed as an easily navigable single document.

### Step 4: Interview Facilitation

We will advise and develop interviewing strategies and a menu of questions that will help analyze candidates' qualifications and management/work styles. We will facilitate all necessary communications with the District and candidates to ensure everyone is well prepared.

Interview questions will elicit information about each candidate's technical skill set, experience, leadership skills, adaptability, political astuteness, self-awareness, and other important aspects of the ideal candidate profile.

The Project Manager will coordinate interviews, interview schedules, and finalize the process. We will provide oversight during the panel interview process and facilitate a focused discussion with the District at the beginning and conclusion of the interviews to identify the most qualified candidate(s) for final interviews.

#### **Deliverable: Candidate Evaluation Materials**

After candidates have been scheduled, K&A will prepare a packet of Candidate Evaluation Materials. Meant to provide comprehensive interview support to both internal and external panelists, this report contains the schedule of activities; a summary of the candidate qualifications as identified in the brochure; standardized resume summaries of all candidates interviewing; cover letters, resumes, references submitted by each candidate; and instructions for evaluation tools agreed to by the District, as well as an additional document with the panel/County's chosen interview questions. These materials are assembled into intuitive and user-friendly interview packets, emailed as fillable/easily navigable documents or bound and mailed at the District's request.



## Step 5: Background, References, and Offer

K&A provides a thorough and quality reference and background check process for our clients. We start by calling candidates' employment and professional references and having an in-depth discussion, covering their strongest business characteristics, work style, interpersonal skills, and position-specific knowledge.

Background checks are conducted in coordination with a third-party firm to verify educational degrees and employment records, and confirm clear driving records, criminal records, and financial history/credit. Reports can be tailored to clients' needs upon request. Safety for clients and their communities is our priority, so rest assured that we, as well as our background contract firm, meet or exceed relevant reporting requirements.

K&A can facilitate and lead the negotiations of the final terms and conditions of employment, such as the compensation package, benefits, and other perquisites (perks). We will notify all candidates not selected as finalists for the position.

### **Deliverables: Background Report & Reference Summary**

All references will be documented in a Reference Summary and presented in a concise, user-friendly manner. The Background Check will be forwarded from our third-party vendor upon completion.

## Project Schedule

The following is a typical schedule for conducting recruitment efforts. Search efforts for executive recruitments generally take twelve to fourteen (12-14) weeks to complete, allowing enough time for all steps of the process and client schedules.

| Weeks  | 2 | 4 | 6 | 8 | 10 | 12 | 14 |
|--------|---|---|---|---|----|----|----|
| Step 1 |   |   |   |   |    |    |    |
| Step 2 |   |   |   |   |    |    |    |
| Step 3 |   |   |   |   |    |    |    |
| Step 4 |   |   |   |   |    |    |    |
| Step 5 |   |   |   |   |    |    |    |



## Inclusion and Diversity Statement

We source candidate pools that are representative of our clients' communities, and we present highly achieved slates of finalists. We use a variety of industry-specific diversity advertising to source a diverse and representative population of candidates. For example, a Fire Chief advertising campaign may include posts to International Association of Women in Fire & Emergency Service - Women in Fire, International Association of Black Professional Fire Fighters, Inc., National Association of Hispanic Firefighters, and International EMS & Firefighters Pride Alliance. In 2024, 72% of our placements were women or people of color.

Inclusion and diversity (I&D) is a core part of our (AJG, as well as GBS and K&A) business, and it's embedded into the fabric of our organization. For more than 95 years, Gallagher has led with a commitment to sustainability and to support the communities where we live and work. Gallagher embraces the diverse identities of our employees, including race, ethnicity, sex, gender identity, sexual orientation, age, veteran status, religion, and visible or invisible disabilities, among many others.

We believe that by valuing and appreciating these unique qualities, experiences and talents, we can provide exceptional service to our clients and make a positive impact in our communities. We see inclusion as a conscious commitment and diversity as a vital strength. By embracing diversity in all its forms, we live out The Gallagher Way ([www.ajg.com/about-us/the-gallagher-way/](http://www.ajg.com/about-us/the-gallagher-way/)) to its fullest.

To read more, please see: <https://www.ajg.com/about-us/inclusion-diversity/>.

## REFERENCES

We are proud of our past recruitment work with clients to successfully place candidates to meet their organization's needs.

| Recruitment & Agency                                                       | Contact                                                                                                                                                            |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Stege Sanitary District<br><br>Assistant General Manager                   | Bobby Magee<br>General Manager<br><br>(510) 524-4667<br><a href="mailto:bmagee@stegesandistrict.org">bmagee@stegesandistrict.org</a>                               |
| IRWD<br><br>Multiple HR & Risk positions                                   | Tiffany Mitcham<br>Human Resources Director<br><br>(949) 453-5430<br><a href="mailto:tmitcham@irwd.com">tmitcham@irwd.com</a>                                      |
| City of Lomita<br><br>Public Works Director                                | Debora Dixon<br>HR & Risk Manager<br><br>(310) 325-7110<br><a href="mailto:d.dixon@lomitacity.com">d.dixon@lomitacity.com</a>                                      |
| City of Pomona<br><br>Development Services Director                        | Rene Anderson<br>Human Resources/Risk Management Director<br><br>(909) 650-2291<br><a href="mailto:Rene.anderson@pomonaca.gov">Rene.anderson@pomonaca.gov</a>      |
| Bakersfield-Kern Regional Homeless Collaborative<br><br>Executive Director | Anthony Valdez<br>Assistant City Manager (City of Bakersfield)<br><br>(661) 326-3029<br><a href="mailto:Avaldez@bakersfieldcity.us">Avaldez@bakersfieldcity.us</a> |



## PRICING PROPOSAL

### Project

- General Manager

### Professional Fee and Expenses

- Total not-to-exceed professional fee of \$28,000, which includes all professional services and expenses, including brochure development and design, advertising, printing and shipping, associated consultant travel if required, and background.
- Invoices will be billed monthly in four equal increments of \$7,000.

*Note: Expenses do not include candidate travel.*

### Placement Guarantee

K&A is committed to recommending only the most qualified candidates who meet all the necessary requirements and qualifications and are also a cultural fit for the District. We proactively recruit for each search effort until a successful candidate is placed.

Therefore, we promise to present to the District a selective pool of candidates that meet or exceeded our standards during the thorough screening processes and have been identified as ideal matches for the position. Should the District disapprove of all final candidates or should none pass the final interview and reference check process, we will work to find a new slate of candidates for the General Manager at no added cost, with the exception of necessary advertising. Cases where the job description or title change substantially may require additional fees.

In addition, for full-cycle recruitments for executive and mid-management positions, should the incumbent leave the position or be terminated from employment within 12 months of hire, we commit to conducting a one-time additional executive search to identify a replacement and only charge related expenses as described in the Pricing Proposal.



## PROFESSIONAL SERVICES AGREEMENT ACKNOWLEDGEMENT

We will be pleased to sign the District's professional services agreement for recruitment services, however we respectfully request that the District will allow for a period of negotiation of certain terms in the professional services contract related to liability, indemnity, insurance, and other terms. We have found that we have always come to an agreement with all of our clients in the past and appreciate the District's flexibility in reviewing certain terms in a collaborative fashion between our legal counsels.

## INSURANCE ACKNOWLEDGEMENT

Gallagher shall at all times during the term of this Agreement and for a period of two (2) years thereafter, obtain and maintain in force the following minimum insurance coverages and limits at its own expense:

- Commercial General Liability (CGL) insurance on an ISO form number CG 00 01 (or equivalent) covering claims for bodily injury, death, personal injury, or property damage occurring or arising out of the performance of this Agreement, including coverage for premises, products, and completed operations, on an occurrence basis, with limits no less than \$2,000,000 per occurrence;
- Workers Compensation insurance with statutory limits, as required by the state in which the work takes place, and Employer's Liability insurance with limits no less than \$1,000,000 per accident for bodily injury or disease. Insurer will be licensed to do business in the state in which the work takes place;
- Automobile Liability insurance on an ISO form number CA 00 01 covering all hired and non-owned automobiles with limit of \$1,000,000 per accident for bodily injury and property damage;
- Umbrella Liability insurance providing excess coverage over all limits and coverages with a limits no less than \$10,000,000 per occurrence or in the aggregate;
- Errors & Omissions Liability insurance, including extended reporting conditions of two (2) years with limits of no less than \$5,000,000 per claim, or \$10,000,000 in the aggregate;
- Cyber Liability, Technology Errors & Omissions, and Network Security & Privacy Liability insurance, including extended reporting conditions of two (2) years with limits no less than \$2,000,000 per claim and in the aggregate, inclusive of defense cost; and
- Crime insurance covering third-party crime and employee dishonesty with limits of no less than \$1,000,000 per claim and in the aggregate.
- All commercial insurance policies shall be written with insurers that have a minimum AM Best rating of no less than A-VI, and licensed to do business in the state of operation. Any cancelled or non-renewed policy will be replaced with no coverage gap, and a Certificate of Insurance evidencing the coverages set forth in this section shall be provided to Client upon request.



## SIGNATURE PAGE

We thank you for your consideration of our proposal. We are committed to providing high-quality service and investing in a long-term partnership.

This proposal is valid for ninety (90) days.

Respectfully submitted,

By: KOFF & ASSOCIATES, A Gallagher Company  
State of California

A handwritten signature in black ink, appearing to read 'Chelsea Freeman'.

**Chelsea Freeman**  
**Recruiting Supervisor**

A handwritten signature in black ink, appearing to read 'Erik Smetana'.

**Erik Smetana**  
**Managing Director &**  
**National Practice Leader**

**Date: October 21, 2026**



RINCON DEL DIABLO  
MUNICIPAL WATER DISTRICT

# General Manager



## THE ORGANIZATION

Located in the picturesque community of Escondido, in San Diego County's north region, Rincon Water has been committed to serving its customers with excellence, innovation, and fiscal responsibility, ensuring they continue to meet the evolving needs of their growing region while maintaining a resilient and sustainable water supply. This includes:

1. Promoting Fiscal and Resource Health
2. Prioritizing Safety and Emergency Preparedness
3. Enhancing Every Department's Customer Service
4. Strengthening Organizational Capacity
5. Ensuring the Reliability and Longevity of Assets and Infrastructure

Rincon Water provides essential services to a diverse service area that spans multiple jurisdictions. Our boundaries extend into the cities of Escondido, San Marcos, and San Diego, as well as the surrounding unincorporated areas of San Diego County.

The District's total service area covers approximately 27,000 acres (42 square miles), with potable and recycled water delivered through two designated improvement districts. Collectively, these districts support approximately 9,700 residential and commercial water service connections.

Rincon Water's service area falls within the San Dieguito and Carlsbad watersheds and the Escondido Valley Groundwater Basin. Its boundaries are adjacent to several other water providers, including Del Dios Mutual Water Company; Vallecitos, Olivenhain Municipal, and Valley Center Municipal water districts; and the Cities of Escondido and the City of San Diego Water Utilities.

The District serves a dynamic and growing community, home to key institutions and businesses, including Palomar Hospital, Sempra, and Stone Brewery, which contribute to the region's economic and social vitality.

### Rincon Water is the recipient of many prestigious awards, including:

- 2023 San Diego Business Journal Best Places to work
- 2024 San Diego Business Journal Best Places to work
- 2025 San Diego Business Journal Best Places to work
- GFOA (Government Finance Officers Association) – Distinguished Budget Presentation Award (FY 23/24 & FY 24/25 and FY 25/26 & FY 26/27 Budgets – biennial)
- GFOA (Government Finance Officers Association) – Certificate of Achievement for Excellence in Financial Reporting (FY 22/23 and FY 23/24)
- CMTA (California Municipal Treasurers Association) – Investment Policy Certification (2022)
- 2024 - MISAC (Municipal Information Systems Association of California) Quality IT Practices Award
- 2025 - MISAC Quality IT Practices Award

Rincon Water remains committed to collaboration with its customers, regional partners, and stakeholders to ensure a secure and sustainable water future for all.

### Mission:

*We provide safe and reliable water services with exceptional value and responsiveness, guided by our steadfast commitment to protecting resources for our community.*



### Values:

#### Resource Stewardship

The responsible use and protection of environmental, financial, and technological resources, focusing on efficiency, protecting quality, and leveraging advanced systems to promote sustainability, resilience, and community partnerships.

#### Integrity

Acting with accountability, transparency, and respect to build trust with customers, employees, and the community. This includes providing accurate information and ensuring fairness at every level and with every interaction.

#### Preparedness

The ability to act quickly and effectively during crises to minimize service disruptions and maintain reliability. It reflects the organization's readiness and commitment to protecting the community.

#### Continuous Improvement

Constantly enhancing systems, processes, and services to meet current and future needs. It includes engaging employees, improving culture, and innovation to support first-class operations.

#### Teamwork and Collaboration

Working together within the organization and with external partners through open communication, shared goals, and co-creation to achieve better results.

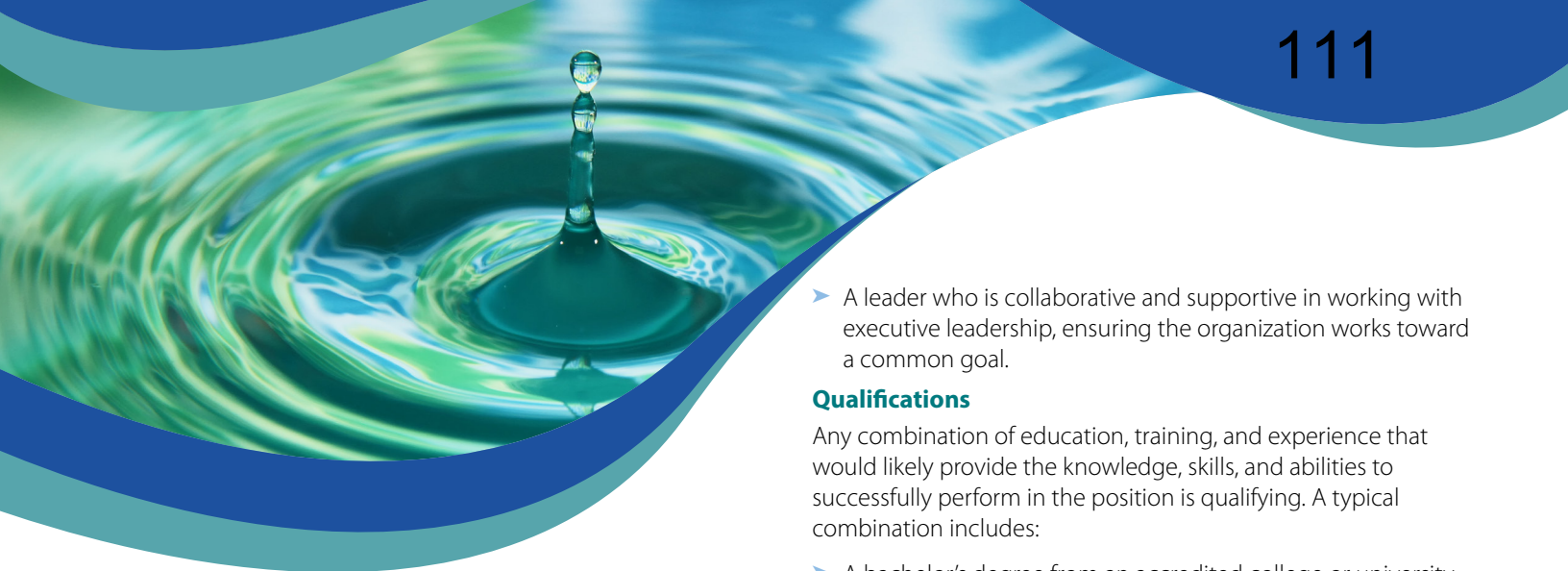
To learn more about the Rincon del Diablo Municipal Water District, go to: <https://rinconwater.org/>

## THE POSITION

The General Manager provides leadership, management, and planning for all aspects of the District's day-to-day business for water, wastewater, and fire operations. This includes the daily management and oversight of the District including working closely with the various department and program managers, as well as with other external agencies and stakeholders. Under general policy guidance from the Board of Directors, the General Manager oversees, reviews, and evaluates Administration, Engineering, Finance, Operations, Human Resources, Customer Service, and Community Relations; ensuring that services and operations are delivered in an efficient and effective manner, and also acts as principal advisor to the Board.

### Essential Duties include but are not limited to the following:

- Provide leadership in the implementation of Board policies and the development of strategies, business plans, budgets, programs, procedures, long-range plans, and administrative and personnel management for the District.
- Plan and evaluate senior management staff performance.
- Provide leadership and work with staff to develop their skills to the highest potential.
- Hire and retain highly competent, customer-service oriented staff.
- Apply day-to-day management practices which support the District's mission, objectives, and values.
- Direct the development of operating and capital budgets for consideration and eventual adoption by the Board.
- Represent the District before external organizations, including other water districts/agencies, governmental and regulatory agencies, private entities, professional and community organizations, citizen boards and commissions, the media, and the general public.



## THE IDEAL CANDIDATE

The ideal candidate will be a strategic, innovative, and proactive leader with extensive management and administrative abilities. The successful candidate will have excellent communication and interpersonal skills necessary to build and maintain effective relationships with internal staff, partnering agencies, and the Board of Directors. This is an exciting opportunity for a politically astute manager with the ability to interact with the legislature and other elected officials on matters that affect the District and community to make a difference in the future issues and organizational structure, regulatory compliance, business practices and principles, the budget process, and administration. The ideal candidate is a strategic thinker who appreciates the need for teamwork and collaboration. The next General Manager must be willing and able to manage people and motivate the creative process with inspiration, show capacity to multi-task and manage diversity of activity, programs, and staff, while leading with diplomacy, inclusive communication, and positive motivational leadership. The position requires a motivated leader, who is positive, approachable, and committed to excellence. The ideal candidate will understand County, regional, and State water issues and trends.

### Key Competencies and Characteristics

- A solid leader and role model with a positive presence who demonstrates initiative, is action-oriented, exercises good judgment, treats others with respect, and is open and approachable.
- An active problem solver who anticipates and responds to problems in a timely manner, develops alternative solutions, and is able to bring resolution to issues quickly, involving others as needed.
- A relationship builder committed to excellence with a strong customer service ethic and the ability to empower employees while also holding them accountable.
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and growth opportunities.
- Excellent at writing clear, concise staff and other reports for presentation in oral or written format to the Board or other elected bodies.

- A leader who is collaborative and supportive in working with executive leadership, ensuring the organization works toward a common goal.

### Qualifications

Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:

- A bachelor's degree from an accredited college or university in business administration, public administration, civil engineering, or a closely related field.
- A master's degree or other advanced degree in fields such as public/business administration, legal or engineering is desirable.
- Ten (10) years of progressively responsible executive or management experience in the operation and maintenance of a large, complex public utility; or equivalent combination of training and experience.

## SALARY AND BENEFITS

**The salary range is \$250,000 - \$300,000 DOE.**

**Rincon del Diablo Municipal Water District provides an excellent benefits package that includes:**

- Medical coverage paid by the District for active employees
  - » Health Insurance for employee and dependents
    - HMO and PPO options
  - » Fully covered vision and dental care for employee and dependents
- Retiree healthcare available up to the PEHMCA 100/90 rates cap
  - » 50% paid retiree healthcare with 10 years of service and retirement from the District
  - » 100% paid retiree healthcare with 20 years of service and retirement from the District
- CalPERS retirement (Pension)
  - » Classic employee formula of 2% @ 55
  - » District pays employee share for Classic employees
- PEPRRA employee formula of 2% @ 62
- 12 paid holidays per year
- GM accrues 10 hours of vacation a pay period
- 95 sick hours
- Deferred compensation (457 plans)
  - » Pre and Post tax options available
- 210k Employee Life Insurance Coverage
- Accidental death and dismemberment coverage
- Short- and long-term disability coverage
- The GM currently gets a District vehicle. However, an auto allowance may be negotiated in lieu of a vehicle.

## APPLICATION AND RECRUITMENT PROCESS

The final filing date is Friday, January 2, 2026.

To be considered, please electronically submit your resume, cover letter and a list of five professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/rincon-water-general-manager/>

Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed.

For additional information, please contact:



Koff & Associates  
A Gallagher Company

Frank Rojas  
(510) 495-0448

[frank\\_rojas@ajg.com](mailto:frank_rojas@ajg.com)

Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the executive recruiter. Koff & Associates will report the results to the District. The District will then select candidates who will be invited to participate in a formal interview process. Extensive reference and background checks will be completed on the selected candidate.





**BOB MURRAY  
& ASSOCIATES**

*Experts In Executive Search*

A Proposal to Conduct an Executive Recruitment

for the Position of

GENERAL MANAGER

on behalf of the



**RIO LINDA ELVERTA COMMUNITY  
WATER DISTRICT**

1544 Eureka Road, Suite 180  
Roseville, CA 95661  
(916) 784-9080  
(916) 784-1985 fax

October 20, 2026

President Anthony L. Cline &  
Members of the Board of Directors  
Rio Linda Elverta Community Water District  
730 L Street  
Rio Linda, CA 95673

Submitted via email to: [GM@rlecwd.com](mailto:GM@rlecwd.com)

Dear President Cline & Members of the Board of Directors:

Bob Murray & Associates is pleased to submit a proposal to conduct the General Manager recruitment for the Rio Linda Elverta Community Water District. The following details our unique qualifications and describes our systematic–yet flexible–method of identifying, recruiting, and screening outstanding candidates on your behalf. Bob Murray & Associates is proud to offer straightforward, *all-in pricing*, eliminating surprises and making the experience simple and stress-free. This proposal includes information on our proven process, a timeline, and a guarantee.

As the premier public sector executive search firm specializing in positions that report directly to elected boards/councils, we understand the unique dynamics, high expectations, and political acumen required of leaders in these critical roles. We don't just fill positions—we ensure the candidates we present to Rio Linda Elverta Community Water District are well-aligned with your organization's goals, values, and culture. Our team is composed of experienced executive recruiters and former public-sector executives—professionals who are passionate about public service and attuned to current trends in government leadership. With over 34 years of experience and a network of more than 40,000 professionals and organizations, we've built a strong reputation for delivering exceptional candidates and achieving repeat success with our clients.

Bob Murray & Associates recognizes that we work at the pleasure of the Board of Directors and our job is to facilitate the Board in finding the District's next General Manager. Our best practice is to establish a strong partnership with the Board, to ensure the placement of a General Manager who is ideally suited to its needs. In developing this collaborative approach, we will seek the opportunity to meet with the Board individually to discuss their expectations for the Rio Linda Elverta Community Water District's new General Manager. The feedback received from Board will be essential in providing guidance when recruiting and screening candidates for the position.

Current and recent recruitments we have completed similar in scope to your upcoming search include the following:

2026

- Association of California Water Agencies, CA (Executive Director)
- Resource Conservation District of the Santa Monica Mountains, CA (District Manager)
- Delta Diablo Sanitation District, CA (General Manager)
- Marin Municipal Water District (Marin Water), CA (General Manager)

2025

- Inland Empire Utilities Agency, CA (General Manager)
- Salinas Valley Solid Waste Authority, CA (General Manager)
- Metropolitan Water District of Southern California, CA (General Manager)
- Silicon Valley Clean Water, CA (General Manager)
- Monterey Peninsula Regional Park District, CA (General Manager)
- Goleta Sanitary District, CA (Assistant General Manager)
- Calaveras Public Utilities District, CA (General Manager)

2024

- California Water Data Consortium, CA (Chief Executive Officer)
- Glenn-Colusa Irrigation District, CA (General Manager)
- West Basin Municipal Water District, CA (Assistant General Manager)
- Western Placer Waste Management Authority, CA (General Manager)

We work as a team on every search at Bob Murray & Associates. Your Project Lead would be Valerie Phillips, Gary Phillips, Yasmin Beers, Jon Lewis, or Stacey Stevenson, who would not only direct and supervise the project team from beginning to end but also serve as the Recruiter for the project.

To learn first-hand about the quality of our services and why the majority of our engagements come from repeat and referred clients, we invite you to contact the references listed on page 16 of the attached proposal.

We look forward to your favorable consideration of our qualifications. Please do not hesitate to contact us at (916) 784-9080 with any questions.

Sincerely,

*Valerie Gaeta Phillips*

Valerie Gaeta Phillips  
President, Bob Murray & Associates

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## THE RECRUITMENT PROCESS

Bob Murray & Associates' recruiters are specialists in finding positive placements and providing security and fairness to candidates and clients while ensuring the integrity of the search process. Outlined below are the steps in our proven recruitment process, refined through our 34+ years of experience in executive recruiting.

### STEP 1 DEVELOP THE CANDIDATE PROFILE

Our understanding of the Rio Linda Elverta Community Water District's needs will be key to a successful search. Valerie Phillips, Gary Phillips, Yasmin Beers, Jon Lewis, or Stacey Stevenson will meet virtually with the Board of Directors and key stakeholders to learn as much as possible about the ideal candidate for the General Manager position. Key stakeholders often include:

- Board Members - up to five virtual one-on-one meetings with the Recruiter
- Internal Stakeholders (e.g. Department Heads) - up to two virtual group meetings with the Recruiter
- External Stakeholders (e.g. Chamber of Commerce, Community Groups) - one virtual one-on-one or group meeting with the Recruiter

#### *Internal and External Stakeholders*

We find that many of our clients value a recruitment process that opens the opportunity for employees, community members, business leaders, and organization representatives to provide input regarding the ideal candidate. Our recruiters are skilled in virtually facilitating group staff meetings, forums for the business community, and/or town hall meetings that provide for equitable involvement from a variety of constituencies.

If the Rio Linda Elverta Community Water District desires, we will work with the Board of Directors to create a customized virtual community and/or staff input process. *Please note: Virtual facilitation of stakeholder meetings is included in the professional fee. On-site Recruiter facilitation is available for an additional fee - please refer to "Costs and Guarantee" on page 7 for pricing information.*

#### *Online Stakeholder Surveys*

Sometimes clients are seeking input from a wider range of stakeholders—such as community members, business leaders, and organization representatives—online surveys are ideal to solicit input regarding qualities of the ideal candidate. Our experienced recruiters excel at crafting targeted, thoughtful, open-ended questions and can design a customized survey, providing a link for easy sharing on your website. After closing, your dedicated Recruitment Coordinator will send you the survey

response data for your review and analysis. This proposal includes one Online Survey. Additional Online Surveys are available under Optional Services (please refer to page 8).

We want to become familiar with the values and culture of the organization, as well as to understand the current and future issues, challenges, and opportunities in the Rio Linda Elverta Community Water District.

Your Recruiter will review and help define the District's wish-list regarding the ideal candidate's personality, management style, knowledge, skills, and abilities and will work with the District to identify expectations regarding education and experience. The Board of Directors and your Recruiter will discuss compensation, benefits, and other key information necessary to ensure that outstanding candidates are attracted to this opportunity. The profile we develop together at this stage will drive subsequent recruitment efforts.

## STEP 2 DESIGN/DISTRIBUTE BROCHURE AND ADVERTISEMENTS

Your Recruiter and your dedicated Recruitment Coordinator will use the candidate profile developed with the Rio Linda Elverta Community Water District to create a professional recruitment brochure, with the assistance of our professional graphic designer. The four-page, full-color brochure will describe the community, organization, position, ideal candidate, and compensation and will include pictures provided by the Rio Linda Elverta Community Water District that you feel best represent your organization and your community.

Upon your approval, your Recruiter will send the brochure by email (and postal mail if desired) to a targeted audience, personally inviting potential candidates to apply for the General Manager position. We will also place the recruitment brochure on our [website](#), which attracts over 11,000 unique hits weekly and is a trusted resource for candidates seeking executive and professional positions. Two sample brochures are included in this proposal package for your reference.

Your Recruiter will also design an effective advertising campaign appropriate for the General Manager recruitment. Our broadest outreach comes through our active social media involvement on LinkedIn as well as our monthly newsletter where upcoming and current positions are featured. Sources such as *Western City Magazine*, PublicCEO, and the Careers in Government website will be used to reach an extensive local government audience, while position-specific postings will be chosen to attract candidates who have built their careers in and are committed to the General Manager field.

Suggested General Manager-specific advertising sources for the Rio Linda Elverta Community Water District's search include:

- Association of California Water Agencies
- American Water Resources Association
- California Special Districts Association
- BC Water Jobs

Bob Murray & Associates does not typically place ads with job aggregators or general job posting sites such as CareerBuilder, Monster, or Indeed, as we have found that the broad reach of these sites does not necessarily lead to quality candidates for executive and professional positions.

### *Reaching Diverse Candidates*

Bob Murray & Associates, a woman- and minority-owned business, is **proud of its commitment to attracting and placing diverse candidates**. Nearly 50% of our last 100 placements were women; Hispanic placements 25%; African American placements 13%; Asian placements 21%; and Native American placements at 1%. Not only do we place advertisements with websites designed to attract minority and female candidates, but our President, Valerie Phillips, is a member herself of many diversity-focused organizations including the Local Government Hispanic Network, the League of Women in Government, the Professional Women's Network, Mexican Professionals, and Women Leading Government. She networks frequently with fellow members to gain insight into which potential candidates are leaders in their field.

Your Recruiter will seek to reach candidates in communities and organizations with demographic profiles and populations served like that of the Rio Linda Elverta Community Water District, to maximize the potential for individuals from a wide variety of backgrounds, cultures, and life experiences to be considered for the General Manager position.

### **STEP 3 RECRUIT CANDIDATES**

The strongest candidates are often those who are successful and content in their current positions and need to be sold on a new opportunity. Our extensive network of contacts, developed through **over 2,100 successful placements**, is a primary source for identifying and obtaining referrals for these candidates. Our in-house database of 40,000 current and former executive and professional candidates is a valuable resource that can only be built over time—time that we have invested into perfecting our process for finding the right candidates for our clients. Our aggressive outreach efforts are focused on phone calls to personally invite potential applicants, answer questions, and allay any reservations, and these efforts are essential to the success of the General Manager recruitment.

## STEP 4 SCREEN CANDIDATES

Following the closing date for the recruitment, your Recruiter will screen all resumes we have received, using the criteria established in the candidate profile as a basis upon which to narrow the field of candidates. Internal candidates receive sensitive consideration, and your Recruiter will discuss with the Board of Directors how the Rio Linda Elverta Community Water District wishes to proceed with these candidates.

## STEP 5 CONDUCT PRELIMINARY INTERVIEWS

Your Recruiter will personally interview the top 10 to 15 candidates from the resume screening, with the goal of determining which candidates have the greatest potential to succeed in your organization. To reduce travel-related expenses to our clients and increase efficiency in the search process, these interviews are typically conducted via Zoom, Teams, or other convenient videoconferencing applications.

## STEP 6 SEARCH PUBLIC RECORDS

Under the direction of your Recruiter, your dedicated Recruitment Coordinator will conduct a review of published print and online articles for each recommended candidate. Sources include Lexis-Nexis™, Google, social media, and our contacts in the field. This will alert your Recruiter to any further detailed inquiries we may need to make before our recommendations are finalized.

## STEP 7 MAKE RECOMMENDATIONS

Based on our findings during the preliminary interview process, your Recruiter will meet with the Board of Directors virtually or on site to share the complete applicant list and recommend a limited number of candidates for your further consideration. Your Recruiter will make specific recommendations and will help facilitate discussions regarding the candidate pool, but the final determination of interviewees will be up to you.

We typically recommend 6-8 candidates that we feel best match your expectations and prepare a detailed report on each candidate. This virtual “Recommended Finalist” eBook is provided to each member of the decision-making body and includes:

- ✦ Candidate list with Recommended Finalists identified in *Group 1* and *Group 2* (primary and secondary recommendations), as well as *Internal* candidates
- ✦ Summary of experience and education for each Recommended Finalist candidate
- ✦ Complete cover letter and resume for each Recommended Finalist candidate
- ✦ List of *Other Applicants* (those who did not meet minimum qualifications or were otherwise unsuitable, based on our screening process)

Bob Murray & Associates maintains all search records for a period of seven (7) years following each recruitment, and we are happy to forward cover letters and resumes for each applicant by postal mail or email as soon as the recruitment closes to new applications.

## STEP 8 FACILITATE PANEL INTERVIEWS

Our years of experience will be invaluable as we help you develop an interview process that objectively assesses the qualifications of each candidate. We will work with the Rio Linda Elverta Community Water District to craft and implement an interview approach that fits your needs. This may include panel and/or individual interviews by the Board of Directors; key stakeholders, community/employee interview panels; writing and presentation samples; meet-and-greets; or other specialized process elements your Recruiter helps the Rio Linda Elverta Community Water District to design.

Your Recruiter will be present on-site during the panel interviews to facilitate as necessary during the process and to guide discussion to consensus regarding final candidates. Bound interview books will be provided for each interview panel member containing:

- Recruitment brochure with candidate profile
- Interview schedule
- Suggested interview questions
- Experience summary, cover letter, resume, and rating form for each candidate
- Ranking forms for use during the panel interview process

We will work closely with your staff to coordinate and schedule interviews. Our goal is to ensure that each candidate has a positive experience, as the way the entire process is conducted will influence the final candidates' perception of your organization.

## STEP 9 CONDUCT BACKGROUND AND REFERENCE CHECKS

Your Recruiter and your Recruitment Coordinator will conduct detailed reference checks for up to two (2) final candidates. To gain an accurate and honest appraisal of the candidates' strengths and weaknesses, we will talk candidly with people who have direct knowledge of their work and management style. In addition to gaining a 360-degree view of candidates from the perspective of their supervisors, subordinates and peers for the past several years, we will make a point of speaking confidentially to individuals who may have further insight into a candidate's abilities but who may not be on their preferred list of contacts.

Your Recruitment Coordinator will work with the two (2) final candidates and our professional backgrounding firm, HireRight, to conduct credit, civil litigation, and motor vehicle record checks and verify candidates' degrees.

## STEP 10 ASSIST IN NEGOTIATIONS

We recognize the critical importance of successful negotiations and can serve as your representative during this process. Your Recruiter knows what other organizations have done to put deals together with great candidates and what the current market is like for General Manager positions in organizations like the Rio Linda Elverta Community Water District's. Your Recruiter will be available to advise you regarding current approaches to difficult issues, such as housing and relocation. We will represent your interests and advise the chosen candidate and you regarding salary, benefits, and employment agreements, with the goal of putting together a deal that results in the appointment of your chosen candidate. With our proven experience and vested interest in a positive outcome, we can turn a very difficult aspect of the recruitment into one that is straightforward and agreeable for all parties involved.

## COMPLETE ADMINISTRATIVE ASSISTANCE

We receive many unsolicited testimonials each year from clients and candidates alike noting our prompt, considerate, accurate, and professional service during the search process. Throughout the recruitment, in time intervals that suit the Rio Linda Elverta Community Water District, we will provide you with updates on the status of the search and attend to all administrative details on your behalf.

Candidates receive immediate acknowledgement of their applications, as well as personal phone calls and/or emails (as appropriate) advising them of their status at each critical point in the recruitment. Candidates who receive preliminary or final interviews and are not chosen to move forward in the interview process will receive personal calls from your Recruiter on behalf of the Rio Linda Elverta Community Water District.

It is our internal company standard that all inquiries from clients and candidates receive a response within the same business day whenever possible, and certainly within 24 hours if the inquiry is received during the work week. Your Recruiter will be available to the Rio Linda Elverta Community Water District by office phone, cell phone, and email at any time to ensure a smooth and stress-free recruitment process.

## COSTS AND GUARANTEE

### PROFESSIONAL FEE AND EXPENSES

The **all-inclusive professional services fee** for conducting the General Manager recruitment on behalf of the Rio Linda Elverta Community Water District is **\$34,500**. Services provided for in this fee consist of all steps outlined in this proposal, including design and distribution of the recruitment brochure, advertising, marketing and promotion, administrative support, public records research, comprehensive background reporting on the final candidates, postage, technology, and two days of on-site meetings. The **professional services fee is fixed** and will remain unchanged regardless of whether the client elects to utilize all of the specific services or steps outlined in this proposal. This proposal is valid for 60 days from the date of the proposal.

*Optional Services are listed below and are in addition to the professional services fee. Expense reimbursement for **Consultant travel** related to additional on-site meeting days is billed at the actual rate (airfare/mileage, lodging) and is the responsibility of the Rio Linda Elverta Community Water District.*

The professional fee does not limit the amount of time invested by Bob Murray & Associates in promoting a successful outcome for this project. In fact, our mission for this project is to ensure we assist in identifying the right candidate for the Rio Linda Elverta Community Water District. Therefore, your Recruiter will contact the District at the first anniversary of the placement to confirm an effective transition has occurred.

### Optional Services

- **Additional virtual stakeholder meetings:** \$250/meeting
- **Additional on-site meeting days:** \$1,500/day/Consultant, plus travel expenses
- **Online Surveys:** \$500/each (includes preparing recommended questions, preparing and sharing the survey link, closing the survey, and sending the survey response data for your review and analysis)
- **Additional background checks:** \$300/candidate
- **Additional reference checks:** \$500/candidate
- **Additional hires:** \$9,000/candidate

## GUARANTEE

In the event a candidate recommended by our firm resigns or is terminated within the first 12 months of employment, Bob Murray & Associates will provide the Rio Linda Elverta Community Water District with professional services to secure a replacement. Services will be provided at no cost, aside from the following *reimbursable* expenses incurred on the Rio Linda Elverta Community Water District's behalf during the new search:

- ✦ Brochure design and distribution (\$695 reprint only, \$1,275 edit/reflow/reprint) *(if needed)*
- ✦ Advertising actual costs (estimated at \$2,975)
- ✦ Public records search for all new candidates (\$500)
- ✦ Background Checks (\$300/candidate)
- ✦ Reference Checks (\$500/candidate)
- ✦ Consultant travel reimbursement (if travel is needed)
- ✦ *Plus any applicable Optional Services, if desired*

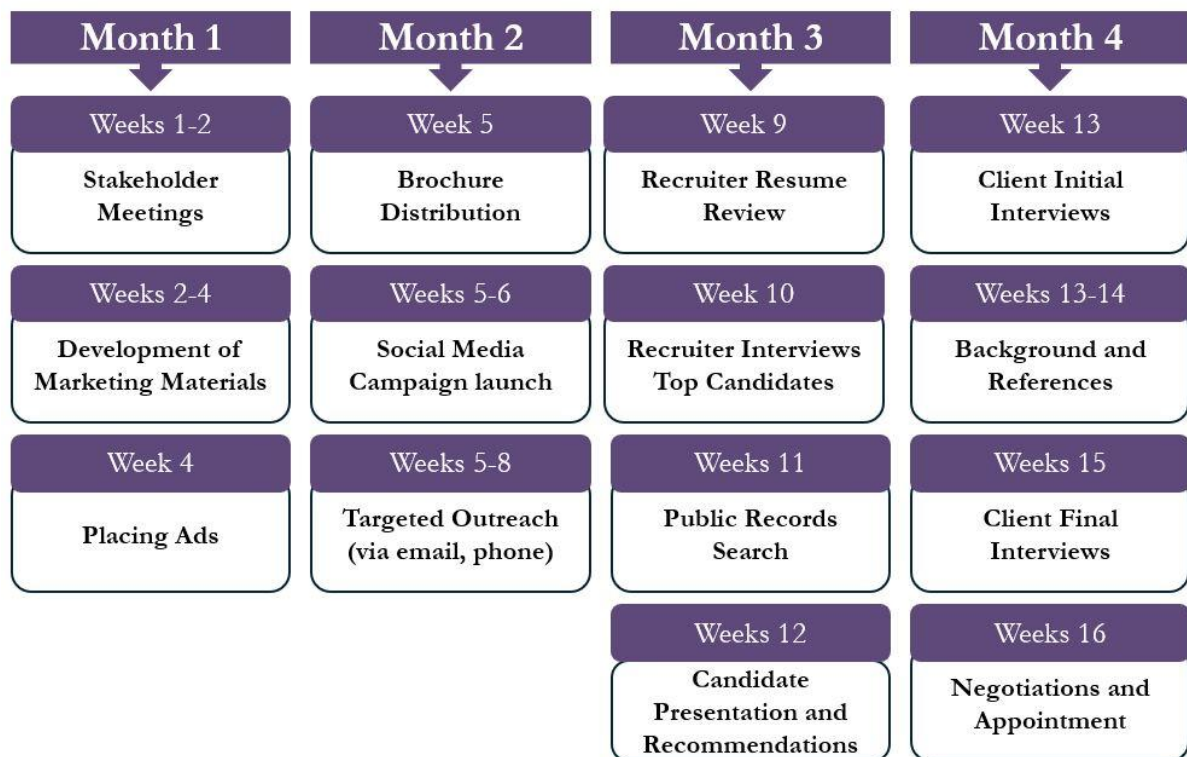
In the event that a placement is not made from the initial recruitment, Bob Murray & Associates will provide professional services to conduct one additional recruitment. Services will be provided at no cost. However, the Rio Linda Elverta Community Water District will be responsible for the *reimbursable* expenses as noted above.

We are confident in our ability to recruit outstanding candidates and do not expect the District to find it necessary to exercise this provision of our proposal.

## RECRUITMENT SCHEDULE

We are prepared to start work on this assignment upon receipt of a signed professional services agreement or other written, authorized notification. A full search can be completed in 13-16 weeks from the date of initial meetings with our client.

The final recruitment schedule will be determined in collaboration with Rio Linda Elverta Community Water District. A typical timeline of tasks and events is included here for reference.



## FIRM PROFILE

### OUR STAFF

Bob Murray & Associates is a small firm focusing exclusively on executive search services. We have a team of sixteen (16):

- Valerie Gaeta Phillips, *President and Owner*
- Gary Phillips, *Executive Vice President*
- Yasmin Beers, *Vice President & Senior Executive Recruiter*
- Adele Fresé, *Senior Executive Recruiter*
- Stacy Stevenson, *Senior Executive Recruiter*
- Jon Lewis, *Senior Executive Recruiter*
- Jeff Mori, *Executive Recruiter*
- Michael Ishii, *Executive Recruiter*
- Ian Schmutzler, *Executive Recruiter*
- Troy Brown, *Executive Recruiter, Career Coach*
- Stephanie Dietz, *Career Coach*
- Melanie Richardson, *Career Coach*
- Kathy Lolas, *Executive Recruitment Coordinator and Operations Manager*
- Grace Owens, *Senior Recruitment Coordinator*
- Steph Souza, *Recruitment Coordinator*
- Alexandria Huesca, *Recruitment Support*

Please see your lead recruiter's biography below:

### VALERIE GAETA PHILLIPS, PRESIDENT AND RECRUITER



Ms. Gaeta Phillips has over 18 years of recruiting experience, including more than a decade of recent experience in executive search for public, private, and startup companies nationwide. Since joining Bob Murray & Associates, Valerie has completed over 160 searches in a diverse range of fields, including city and general management, planning, finance, human resources, transportation, communication and public relations, community and economic development, information technology, parks and recreation, and operations. She has recruited at all levels of municipal and non-profit organizations, from technicians and engineers to Executive Directors and Chief Executive Officers.

Valerie is valued for her passion for finding and retaining the most outstanding candidates for even the most difficult or untraditional assignments and for her commitment to her clients' success; she is also active in a variety of industry organizations and in diversity-focused associations. Valerie is called upon often to serve as an expert speaker on topics such as managing one's online reputation, diversity

issues in municipal and non-profit leadership, and how to identify a positive placement for the organizational culture.

Ms. Gaeta Phillips, along with Executive Vice President Gary Phillips, has a passion for helping people, evidenced by fundraising, sponsorship, and involvement in raising awareness for organizations such as Autism Speaks, the UC Davis M.I.N.D. Institute, and the Northern California Special Olympics.

#### GARY PHILLIPS, EXECUTIVE VICE PRESIDENT AND RECRUITER



Since joining Bob Murray & Associates, Mr. Phillips has completed over 125 searches for executives and professionals in a wide variety of fields including animal services, city and general management, planning, legal counsel, cyber security, and human resources. Gary's clients have ranged from municipal government to non-profit and private sector organizations, and he has sourced outstanding candidates for positions from the level of division managers up to City Managers, Executive Directors, and General Managers.

Gary started his career with a New York-based Fortune 100 company and quickly became a Senior Manager, building and running a large customer service organization that eventually expanded to 13 countries in Europe. He proceeded to hold senior leadership positions in several Fortune 500 companies, with noted successes such as building an organization from two to 250 employees worldwide and growing a company from 800 to 1200 employees.

As part of an executive acquisition and recruiting team, Gary helped build a start-up enterprise software company in San Francisco, recruiting top-notch talent and building a world-class organization. He has maintained customer relationships in the public sector and the private sector, including medical and financial institutions. He prides himself on finding key talent and offering the best customer service to his clients.

Mr. Phillips, along with Ms. Gaeta-Phillips, is involved in his community as a soccer coach, as an organizer of fundraisers for Autism Speaks and the UC Davis M.I.N.D. Institute, and as a sponsor of the Northern California Special Olympics. Mr. Phillips received his Associate of Science degree and completed additional coursework at Rochester Institute of Technology, NY.

## YASMIN BEERS, EXECUTIVE VICE PRESIDENT & SENIOR EXECUTIVE RECRUITER



Yasmin Beers brings over 33 years of municipal government experience to Bob Murray and Associates. Yasmin retired as the City Manager for Glendale with a population of over 200,000. She served as Chief Executive Officer overseeing close to 2,000 employees serving in Police, Fire, Public Works, Parks, Community Development, Library Arts & Culture, Innovation Performance & Audit, and Water & Power to name a few.

Yasmin's three decades of experience in public service brings extensive background in public sector finance, human resources management, contract negotiations, strategic planning & organizational leadership, policy development, emergency response & planning, team building and performance improvement. Throughout her career, Yasmin has had a great deal of experience in recruiting, selecting and hiring employees for executive and management level positions with a focus on the organizational needs and culture.

Yasmin currently serves on the Glendale Memorial Hospital Community Board of Directors and the Advisory Board for Village Christian School. Yasmin is a past member of Soroptimist International of Glendale where she served as President in 1999/2000. She is a past board member of Glendale Healthy Kids, Salvation Army and the American Red Cross. In 2011 the Glendale Chamber of Commerce recognized Yasmin as Woman of the Year; in 2013 she was the recipient of The Armenian American Woman of Excellence Award; in 2014 Yasmin was recognized by the Glendale Educational Foundation for her distinguished service and philanthropic efforts; in 2015, YWCA awarded Yasmin with the Heart & Excellence Award; in 2017, she was recognized by Business Life Magazine as a Women Achiever; and in 2018 the California State Senate recognized Yasmin as one of the Woman of the Year, each a tribute to her core values that represent her civic responsibilities, volunteerism and community service.

Yasmin has a Bachelor of Arts degree in Political Science from California State University, Northridge and a Master's degree in Organizational Leadership from Woodbury University.

## STACEY STEVENSON, SENIOR EXECUTIVE RECRUITER



In Ms. Stevenson's 32 years of service in municipal government, she worked for the California cities of San Diego, National City, and Murrieta. Ms. Stevenson began her professional career in City of San Diego as a Personnel Analyst and went on to work in the Personnel, Metropolitan Wastewater, Engineering, and Contracting departments; as well as the City Manager's office, progressing from Analyst to Deputy Director. She also assumed special projects such as the creation and opening of the City's neighborhood service centers and Liaison to the City Council.

From San Diego she joined the City of National City where she served as the Director of Human Resources, the Director of Administrative Services, and Deputy City Manager. She oversaw Community Services, Finance, Human Resources, and Information Technology; and managed special projects such as the balloting and passage of the City's local sales tax and the implementation of a new payroll module.

In the City of Murrieta, Ms. Stevenson served as Administrative Services Director and Deputy City Manager, again overseeing Community Services, Finance, Human Resources, and Information Technology, and managing special projects. Ms. Stevenson has also served as a commissioner on both the Child Care and Civil Service Commissions for the City of Chula Vista.

Ms. Stevenson holds a Bachelor's degree in Industrial Organizational Psychology as well as a Master of Business Administration degree with an emphasis in Human Resource Management.

#### JON LEWIS, SENIOR EXECUTIVE RECRUITER



Jon Lewis brings over 30 years of municipal government experience to Bob Murray and Associates. Jon began his career in public service in 1991 with the City of Newport Beach, an iconic coastal community of 53 square miles in Southern California. After successfully working his way through the ranks of the Police Department, he honorably retired in December of 2022 after serving as the Chief of Police for nearly seven years. Jon is known for his commitment to selfless service, ethical leadership and maintaining longstanding community partnerships. During his tenure as Chief of Police, the Newport Beach Police Department achieved reduction in crime to historic lows through effective, data-driven community policing strategies as well as excellence in emergency response and 911 call answer times.

Jon graduated with honors from California State University Long Beach with a Bachelor of Science degree in Criminal Justice and Speech Communication and holds a Master of Arts degree in Criminal Justice from Chapman University. He is a graduate of several advanced law enforcement training courses including the California Commission on Peace Officer Standards and Training Command College. Jon has authored two university-level textbooks in criminal justice and is an instructor with the Center for Criminal Justice Research and Training at California State University Long Beach.

He and his wife, Darcy, have two children and reside in Orange County.

## *CORPORATION*

Bob Murray & Associates was founded in May 2000 and operated under the corporation name MBN Services, Inc. until June 2014; our new corporation name is GVP Ventures, Inc., incorporated in California in 2014. Contact information for the corporation and the firm is as follows:

GVP Ventures, Inc. OR Bob Murray & Associates  
1544 Eureka Road, Ste. 180  
Roseville, CA 95661  
(916) 784-9080  
apply@bobmurrayassoc.com

Our corporation and firm are financially sound (and have been so since 2000), with documentation from our accountant available to your organization prior to final execution of a professional service agreement. We have never been involved in any litigation, aside from our personnel serving as expert witnesses when called to do so.

## *PROFESSIONAL ASSOCIATIONS*

Our firm, represented by either our President or our Executive Vice President, are involved in the following organizations to remain engaged with current and future issues relevant to the work we conduct on behalf of clients like Rio Linda Elverta Community Water District:

- California Special Districts Association
- California City Management Foundation (CCMF)
- Engaging Local Government Leaders (ELGL)
- International City/County Management Association (ICMA)
- International Network of Asian Public Administrators (I-NAPA)
- League of California Cities
- League of Women in Government
- Municipal Management Association of Northern California (MMANC)
- Municipal Management Association of Southern California (MMASC)
- National Forum for Black Public Administrators (NFBPA)

Members of our leadership team not only attend events sponsored by these associations but are also frequently called upon to serve as panel members and to provide specialized lectures regarding industry-specific issues. Recent and upcoming speaking engagements and trainings provided by our staff include:

- "Role of the Chief" class, annually presented by Jon Lewis on behalf of the California Police Chiefs Association;
- MMANC and MMASC annual mock interviews;
- Annual League of California Cities Booth; and
- Annual League of California Cities City Manager's Conference (City Manager hosted event).

## REFERENCES

Clients and candidates are the best testament to our ability to conduct quality searches. Clients for whom Bob Murray & Associates has recently conducted similar searches are listed below:

**CLIENT:** Marin Municipal Water District (Marin Water)  
**POSITION:** General Manager  
**REFERENCE:** Ms. Vikkie Garay, Human Resources Director  
 (415) 945-1430

**CLIENT:** Association of California Water Agencies, CA  
**POSITION:** Executive Director  
**REFERENCE:** Mr. Ernie Avila, Board President  
 (925) 688-8000

**CLIENT:** Metropolitan Water District of Southern California  
**POSITION:** General Manager  
**REFERENCE:** Mr. Adan Ortega, Board Chair  
 (714) 600-4683

*We appreciate the Rio Linda Elverta Community Water District's consideration of our proposal and look forward to working with you.*





## Items for Discussion and Action

### Agenda Item: 7.6

**Date:** October 26, 2026

**Subject:** Consider November Executive Committee and Board Meeting Dates

**Contact:** Felix M. Felix, Interim General Manager

**Recommended Committee Action:**

N/A

**Current Background and Justification:**

Due to the upcoming holiday conflicts for Veterans Day and Thanksgiving, it is recommended that the Executive Committee and Board meeting dates be changed to Nov. 9, 2026 and Nov. 30, 2026 respectively.

**Conclusion:**

Interim GM recommends changing the Executive Committee and Board meeting dates to avoid holiday conflicts.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



## Items for Discussion and Action

### Agenda Item: 7.7

**Date:** October 26, 2026

**Subject:** Consider Approving AlSCO Uniform Service Agreement Proposal

**Contact:** Felix M. Felix, Interim General Manager

**Recommended Committee Action:**

NA

**Current Background and Justification:**

Staff have been proactive in seeking quotes from uniform service companies to reduce costs for the district. They were successful in requesting a proposal from AlSCO. Summary table of cost comparisons from Unifirst and AlSCO are below. Additional services include bathroom supplies; first aid and an Automated External Defibrillator (AED). The agreement is also included for review.



| Cost Comparison                           |           |           |              |
|-------------------------------------------|-----------|-----------|--------------|
|                                           | Unifirst  | AlSCO     | Cost Savings |
| Annual Uniforms Only                      | 12,151.62 | 6,376.34  | 5,775.28     |
| Additional Services                       | 0.00      | 3,606.20  |              |
| Less District Purchased Bathroom Supplies |           | -1,100.00 |              |
|                                           | 12,151.62 | 8,882.54  | 3,269.08     |

**Conclusion:**

The Interim GM recommends approving the AlSCO Uniform Service Agreement.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
(A) Yea (N) Nay (Ab) Abstain (Abs) Absent

## Pre-Delivery Checklist

- ✓ AlSCO billing has been explained to the customer, including 52-week service system.
- ✓ Credit approval policy, payment terms (net 10 days) and finance charge have been explained to the customer, including options of payment.
  - (Cash, Check, Visa, MC, Amex)
- ✓ Customer is aware of Service Charge.
- ✓ Weekly Minimum Charge has been explained to the customer.
- ✓ Inventory Maintenance Fee (IMF) has been explained to the customer.
- ✓ Garment prep (including style, size and color changes) has been explained to the customer.
- ✓ Replacement charges for lost or damaged garments and dispensers have been explained to the customer.
- ✓ Service guarantee has been explained to the customer.
- ✓ A-Track option has been explained to the customer.
- ✓ Installation date has been explained to the customer.

**Customer Representative:**

**Title:**



CREDIT APPLICATION

NAME OF FIRM: RIO LINDA ELVERTA COMMUNITY WATER DISTRICT DATE:

ADDRESS: 730 L Street  
CITY: Rio Linda STATE: CA ZIP: 95673

Accounting Contact/Accounts Payable: Felix Felix  
Email Address: ddenning@rlecwd.com  
Phone: 916-991-1000 · Fax:

Nature of Business: Years in Business:

Federal Tax ID #:

Form of Business: Corporation Partnership Proprietor. LLC

Tax Exempt Business: No

BANKING INFORMATION: NAME OF BANKING INSTITUTION:

CONTACT: PHONE:

BUSINESS REFERENCES: Provide the names and addresses of firms with whom you have established credit.

- |    |       |        |        |
|----|-------|--------|--------|
| 1. | Name: | Phone: | Email: |
| 2. | Name: | Phone: | Email: |
| 3. | Name: | Phone: | Email: |

**TERMS & CONDITIONS:** *In consideration of being allowed privileges of an open account, the undersigned hereby agrees to abide by the terms of statements and make payments not later than the 10<sup>th</sup> day of each month for all invoices rendered covering charges made during the previous month. A finance charge of 1 ½% per month or 18% per year will be imposed on all outstanding balances 30 days or more past due until paid in full. Accounts with a balance of 60 days past due shall be subject to deliveries on a c.o.d. basis. The customer shall pay all fees and costs in the event the account is placed for collection.*

AUTHORIZED SIGNATURE:

DATE:

PRINTED NAME: Felix M Felix

TITLE:

**INDIVIDUAL PERSONAL GUARANTY:** I, Felix Felix, authorized representative of RIO LINDA ELVERTA COMMUNITY WATER DISTRICT, hereby absolutely and unconditionally guarantee AlSCO the due and punctual payment on demand of liabilities owed to AlSCO. This guaranty shall remain an unconditional and continuing guaranty of payment, and not of collection. I acknowledge that my liability is primary rather than secondary. I do hereby waive notice of default and or nonpayment and notice of any modification or further extension of credit to the company, to which I hereby consent. In the event my obligations herein are collected by or through a third party, then AlSCO shall be entitled to recover all costs of collection, including attorneys' fees.

SIGNATURE:

DATE:

Please allow two (2) weeks for credit clearance. Deliveries are subject to COD pending credit approval. AlSCO reserves the right to modify or cancel this credit authorization at any time.

OFFICE USE ONLY COMMENTS: APPROVED: DENIED:

CREDIT LIMIT: DATE R'CVD: DATE APPROVED/DENIED:



## Automated External Defibrillator (“AED”) Rental Service Agreement

### Addendum \_

This Automated External Defibrillator (AED) Rental Service Agreement (Addendum) is made as of the date that Supplier has executed this Agreement (Effective Date), by and between AlSCO Inc. (Supplier) and \_\_\_\_\_ (Customer) in consideration of the mutual promises and understandings of the parties and for other good and valuable consideration the receipt of which is hereby acknowledged, Supplier and Customer agree to the foregoing, in addition to those terms and conditions of the Textile Rental Service Agreement between Supplier and Customer, which are expressly incorporated by reference. Supplier agrees to rent the AED in accordance with this Addendum, and Customer hereby agrees to appoint Supplier as its sole supplier of AEDs in accordance with the terms and conditions set forth herein.

**1. DEFINITIONS.** For the purpose of this Addendum: (a) the term Customer includes the Customer (whether an individual, d/b/a, partnership, limited liability company, corporation, or other organization including any successors in title), its officers, directors, managers, members, employees, independent contractors, invitees, agents, attorneys in fact, guardians, trustees, and the like; (b) “AED” shall mean the defibrillator that is provided and serviced by Supplier as well as any replacements or any successor product installed by Supplier identified in Exhibit A hereto. If during the rental period Customer and Supplier mutually agree in writing to vary the type of defibrillator to be supplied, then the meaning of defibrillator shall change accordingly; (c) “Manufacturer” shall mean the manufacturer and distributor of the AED or any manufacturer and distributor of the AED identified in Exhibit A hereto. Customer understands and agrees that Manufacturer is an independent contractor of Supplier and is not an employee, partner, coventurer, affiliate or agent of Supplier.

**2. TRAINING, MAINTENANCE AND USAGE.** Customer is responsible for choosing the placement of the AED and tracking its physical location per FDA regulations. Customer agrees to promptly notify Supplier of the new location(s) if and when moved. Customer understands and agrees that Supplier is not providing training for the proper usage of the AED and that Customer is solely and entirely responsible to ensure that: (a) each prospective user of the AED receives appropriate training by the American Red Cross, the American Heart Association, Delaware State Fire School or by another nationally recognized provider of training for cardio-pulmonary resuscitation and AED use, provided, however, that such training shall be approved by the Delaware EMS Medical Director; (b) the AED is maintained and tested according to the Manufacturer’s specifications and guidelines, a copy of which Customer acknowledges has been provided (or in the case of revisions will be provided) to Customer; (c) any person who renders emergency care or treatment on a person in cardiac arrest by using the AED supplied to Customer shall notify the appropriate EMS units as soon as possible and report any clinical use of the AED to the appropriate licensed physician or medical authority; and (d) Customer complies with applicable requirements, laws, and regulations related to the placement, training, use, and maintenance of AEDs, including, without limitation, medical oversight of an AED, and that Customer shall bear all costs associated with compliance with the same. Because AEDs are a substantial investment for Supplier, Customer agrees that if Customer terminates the Addendum or if AED is lost or damaged for any reason (a) less than 24 months after installation, then Customer’s buyout fee is \$1,800.00 per AED; and (b) more than 24 months, but less than 36 months after installation, then Customer’s buyout fee is \$900.00 per AED. Customer may terminate this Addendum without buyout fees if Customer terminates more than 36 months after installation.

**3. OWNERSHIP AND ACCESS.** The AED will remain the property of Supplier at all times. The Customer bears the risk of the use of the AED. The Customer will give to Supplier, its servants or agents, (or those of Manufacturer) at all reasonable times during business hours, access to all practicable parts of the premises on which the AED is situated for the purpose of inspection and servicing. Customer will also provide dedicated internet access to the AED and provide the necessary information to Supplier and/or Manufacturer to enable an internet connection. Subject to the other provisions of these conditions, Customer bears and is responsible for all risk of loss of or damage to the AED until it is returned to Supplier, including loss due to confiscation. The Customer must immediately notify Supplier in writing of any loss, theft or damage of or to the AED.

**4. USE, MAINTENANCE AND PROTECTION.** Customer agrees to look after the AED and keep it in good repair and proper condition, subject only to fair wear and tear resulting from use in conformity with these conditions. Customer must keep the AED in its possession and control, in the physical location at the address specified in this document. The Customer must not tamper with any markings on the AED, such as markings identifying the AED as Supplier’s property. As part of this Addendum, Supplier will periodically replace batteries or other parts as indicated by Manufacturer.

**5. INDEMNITY.** Customer shall defend, indemnify, and hold Supplier and/or Manufacturer harmless against any Loss or Claim arising directly or indirectly out of the AED, including, but not limited to: (1) where the use of the AED was not strictly in accordance with best practices and in accordance with any instructions, directions or recommendations from a nationally recognized provider of training for cardio-pulmonary resuscitation and AED use and/or Manufacturer, such that it results in (i) death or personal injury, and/or (ii) reduction in the value of physical property, which is caused by negligence (accidental lack of care); (2) any breach by the Customer of the Customer’s obligations under this Addendum that relate to matters of health or safety regarding the use or nonuse of the AED, regardless of the user of the AED. “Loss” includes any loss, personal or bodily injury, damage, expense or cost, such as lost profits, lost wages, loss of consortium, loss of companionship, attorneys’ fees, court costs, and expert(s) costs. “Claim” means any legal liability, claim, demand, fine, cause of action, counterclaim, cross-claim, and/or affirmative defense arising out of or related to the AED.

**6. IMMUNITY.** Supplier and Customer understand and agree that (a) any person or entity, who in good faith and without compensation, renders emergency care or treatment by the use of the AED shall be immune from civil liability for any personal injury as a result of such care or treatment, or as a result of any act or failure to act in providing or arranging further medical treatment, if such person acts as an ordinary, reasonably prudent person would have acted under the same or similar circumstances and such act or acts do not amount to willful or wanton misconduct or gross negligence; (b) any individual who authorizes the purchase of the AED, any person or entity who provides training in cardiopulmonary resuscitation and the use of the AED, and any person or entity responsible for the site where the AED is located shall be immune from civil liability for any personal injury that results from any act or omission that does not amount to willful or wanton misconduct or gross negligence.

**7. NO REPRESENTATIONS OR WARRANTIES.** Customer understands and agrees that the USE OF THE AED BY CUSTOMER IS SOLELY AT CUSTOMER’S OWN RISK. THE AED IS PROVIDED BY SUPPLIER ON AN “AS IS” AND “AS AVAILABLE” BASIS ONLY. TO THE EXTENT ALLOWED BY APPLICABLE STATE LAW, SUPPLIER AND MANUFACTURER DISCLAIM ALL EXPRESS AND IMPLIED WARRANTIES INCLUDING ANY WARRANTIES OF THE MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, NONINFRINGEMENT, AND ANY WARRANTIES ARISING OUT OF THE COURSE OF PERFORMANCE, USAGE OF THE TRADE, OR COURSE OF DEALING. CUSTOMER AGREES TO ASSUME ALL RISK OF LOSS IN CONNECTION WITH THE USE OF THE UNITS AND TO THE FULLEST EXTENT PERMITTED BY LAW. IN NO EVENT SHALL SUPPLIER AND/OR MANUFACTURER BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY, SPECIAL, OR INCIDENTAL DAMAGES. INCLUDING WITHOUT LIMITATION ANY LOST DATA, LOST PROFITS, AND COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES ARISING FROM OR RELATING TO THE ADDENDUM, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY INCLUDING NEGLIGENCE EVEN IF SUPPLIER AND/OR MANUFACTURER HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

#### CUSTOMER’S ACCEPTANCE:

CUSTOMER’S NAME: RIO LINDA ELVERTA COMMUNITY WATER DISTRICT

ADDRESS: 730 L Street

CITY, STATE, ZIP: Rio Linda, CA , 95673

PARTICULAR LOCATION(S) OF AED(S): \_\_\_\_\_

BY: Felix M Felix

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

#### SUPPLIER’S ACCEPTANCE:

BY: \_\_\_\_\_

TITLE: Authorized Signatory

DATE: \_\_\_\_\_



### SERVICE AGREEMENT SCHEDULE A

|                                                        |             |                                                           |         |                                                                                                                   |
|--------------------------------------------------------|-------------|-----------------------------------------------------------|---------|-------------------------------------------------------------------------------------------------------------------|
| Location #:                                            | Route #:    | Delivery Day:                                             | Stop #: | Frequency: Weekly                                                                                                 |
| Order Type: New Account                                |             |                                                           |         | Week: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> |
| Deliver To: RIO LINDA ELVERTA COMMUNITY WATER DISTRICT |             | Bill To: RIO LINDA ELVERTA COMMUNITY WATER DISTRICT       |         | SIC Code: A07 - Agricultural Services                                                                             |
| Address: 730 L Street                                  |             | Address: 730 L Street                                     |         | Special Billing:                                                                                                  |
| City, State, Zip: Rio Linda, CA, 95673                 |             | City, State, Zip: Rio Linda, CA, 95673                    |         | # Duplicate Invoices:                                                                                             |
| Phone: 916-991-1000                                    |             | Phone: 916-991-1000                                       |         | # Returned Signed:                                                                                                |
| Deliver To Contact:                                    |             | Key Contact & Title: Felix Felix, Interim General Manager |         | PO #:                                                                                                             |
| Deliver To E-Mail Address: ddenning@rlecwd.com         |             | E-Mail Address: ddenning@rlecwd.com                       |         | Master Agreement #:                                                                                               |
| Special Delivery Charge: \$35.00                       |             | Industry: Industrial                                      |         | Website:                                                                                                          |
| Delivery Minimum: \$35.00                              |             | Payment Type: Charge Applied For                          |         | Sales Code: 72463                                                                                                 |
| Time Open:                                             | Time Close: | Contract Class:                                           |         | Salesperson: Teri Silva                                                                                           |
|                                                        |             |                                                           |         | Split Sales Code:                                                                                                 |
|                                                        |             |                                                           |         | Split Salesperson:                                                                                                |
| Taxable: Taxable                                       |             | Contract Expiration Date: 11/4/2029                       |         |                                                                                                                   |

| Line No. | Item Code   | Size / Color | Item Description                  | Delivery Quantities |                 |                 |                 |                 |                 | Total Inv | Inventory Minimum |         | Invoice Rule | Unit Price | Replace-ment Charge | Svc Freq | Uni Shield / Inv Maint |
|----------|-------------|--------------|-----------------------------------|---------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------|-------------------|---------|--------------|------------|---------------------|----------|------------------------|
|          |             |              |                                   | 1 <sup>st</sup>     | 2 <sup>nd</sup> | 3 <sup>rd</sup> | 4 <sup>th</sup> | 5 <sup>th</sup> | 6 <sup>th</sup> |           | Billing %         | Min Qty |              |            |                     |          |                        |
|          | 10026       |              | Work Shirt, SS, Charcoal          |                     |                 |                 |                 |                 |                 | 55        | 100%              |         | WP           | \$0.190    | \$14.49             | Weekly   | \$0.030                |
|          | 9655        |              | Hanger Rack                       |                     |                 |                 |                 |                 |                 |           | 100%              |         | WP           | \$0.000    | \$0.00              | Weekly   | \$0.000                |
|          | 900GRB      |              | Garment Repair Board              |                     |                 |                 |                 |                 |                 |           | 100%              |         | WP           | \$0.000    | \$0.00              | Weekly   | \$0.000                |
|          | 10002       |              | Work Shirt, LS, Charcoal          |                     |                 |                 |                 |                 |                 | 55        | 100%              |         | WP           | \$0.220    | \$17.12             | Weekly   | \$0.040                |
|          | 12673       |              | Pants, Cargo Industrial, Charcoal |                     |                 |                 |                 |                 |                 | 55        | 100%              |         | WP           | \$0.450    | \$34.77             | Weekly   | \$0.080                |
|          | 15783       |              | Jacket, Slash Pocket, Charcoal    | 5                   | 5               |                 |                 |                 |                 | 10        | 100%              |         | WP           | \$0.510    | \$39.50             | Weekly   | \$0.090                |
|          | 63400-COLOR |              | Shop Towel                        | 100                 | 100             |                 |                 |                 |                 | 200       | 50%               |         | DQ           | \$0.080    | \$0.55              | Weekly   | 2%                     |

|  |                 |       |                                                                |   |  |  |  |  |  |    |      |  |    |          |          |        |         |
|--|-----------------|-------|----------------------------------------------------------------|---|--|--|--|--|--|----|------|--|----|----------|----------|--------|---------|
|  | 12587           |       | Pants, Performance Shop, Charcoal                              |   |  |  |  |  |  | 55 | 100% |  | WP | \$0.430  | \$44.47  | Weekly | \$0.080 |
|  | ALCRFMI<br>US   |       | First Aid Cabinet F&B, Large                                   | 1 |  |  |  |  |  | 1  | 100% |  | DQ | \$14.000 | \$303.00 | Weekly | \$0.000 |
|  | DALHLRF<br>MIUS |       | Large Blue F&B Cabinet Liner                                   |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$70.00  | E4W    | \$0.000 |
|  | DALMBFI<br>US   |       | FA Module BODY FLUID CLEANUP                                   |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMBUI<br>US   |       | FA Module BURNS                                                |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMEWI<br>US   |       | FA Module EYE WOUND                                            |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMMW<br>IUS   |       | FA Module MINOR WOUND                                          |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMREI<br>US   |       | FA Module RESUSCITATION                                        |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMSTU<br>SI   |       | FA Module SPLINT & TOURNIQUET                                  |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMSWI<br>US   |       | FA Module SERIOUS WOUND                                        |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | DALMSWI<br>US   |       | FA Module SERIOUS WOUND                                        |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$0.00   | Weekly | \$0.000 |
|  | AFWDS10<br>CM   |       | AF Bio Screen Cucumber                                         |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$4.25   | E4W    | \$0.000 |
|  | AFD510          |       | AF Bio Screen 3D Service                                       |   |  |  |  |  |  |    |      |  | DQ | \$1.250  | \$4.25   | Weekly | \$0.000 |
|  | 87172-<br>MLDF  |       | Tork Skincare Automatic Dispenser, Black, Extra Mild Foam Soap | 2 |  |  |  |  |  | 2  | 100% |  | DQ | \$3.000  | \$18.25  | Weekly | \$0.000 |
|  | 87180           |       | Tork Extra Mild Foam Soap                                      |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$15.75  | E4W    | \$0.000 |
|  | AF80            |       | C Alkaline Battery                                             |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$3.75   | E48W   | \$0.000 |
|  | 87022-NA        |       | Tork Intuition Paper Towel Dispenser, Black, Natural Paper     | 2 |  |  |  |  |  | 2  | 100% |  | DQ | \$3.000  | \$34.25  | Weekly | \$0.000 |
|  | 87034           |       | Hardwound Paper, Natural                                       |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$12.75  | E4W    | \$0.000 |
|  | AF75            |       | D Alkaline Battery                                             |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$2.25   | E52W   | \$0.000 |
|  | 87092           |       | Mini Twin Jumbo Dispenser, Black                               | 2 |  |  |  |  |  | 2  | 100% |  | DQ | \$4.250  | \$10.00  | Weekly | \$0.000 |
|  | 87101           |       | Jumbo Twin Tissue                                              |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$6.00   | Weekly | \$0.000 |
|  | 66000           |       | Laundry Bag, Striped                                           |   |  |  |  |  |  |    |      |  | DQ | \$0.100  | \$9.00   | Weekly | \$0.000 |
|  | 9650            |       | Laundry Bag Stand                                              |   |  |  |  |  |  |    |      |  | DQ | \$0.000  | \$11.00  | Weekly | \$0.000 |
|  | GARMENT         |       | Cargo pant extended sizes                                      |   |  |  |  |  |  | 11 | 100% |  | WP | \$0.900  |          | Weekly | \$0.080 |
|  | 2005            | slate | 3X4 Mat                                                        |   |  |  |  |  |  |    |      |  | DQ | \$3.000  | \$53.90  | Weekly | \$0.000 |
|  | 2036            |       | 4X6 Super Tread Mat                                            |   |  |  |  |  |  |    |      |  | DQ | \$3.300  | \$104.50 | Weekly | \$0.000 |
|  | 10166           |       | Work Shirt, Mimix, SS, Navy                                    |   |  |  |  |  |  |    | 100% |  | WP | \$0.300  | \$36.00  | Weekly | \$0.070 |
|  | 10171           |       | Work Shirt, Mimix, LS, Navy                                    |   |  |  |  |  |  |    | 100% |  | WP | \$0.330  | \$39.69  | Weekly | \$0.070 |
|  | 12996           |       | Pants, Industrial, Zipper w/ Button, Charcoal                  |   |  |  |  |  |  |    | 100% |  | WP | \$0.280  | \$21.66  | Weekly | \$0.060 |

|  |       |  |                                        |  |  |  |  |  |  |  |  |  |    |          |            |        |         |
|--|-------|--|----------------------------------------|--|--|--|--|--|--|--|--|--|----|----------|------------|--------|---------|
|  | 87693 |  | LIFEPAK CR2 AED Wall Cabinet           |  |  |  |  |  |  |  |  |  | DQ | \$21.000 | \$1,983.00 | Weekly | \$0.000 |
|  | 87695 |  | LIFEPAK CR2 AED Lithium Battery        |  |  |  |  |  |  |  |  |  | DQ | \$0.000  | \$0.00     | E4W    | \$0.000 |
|  | 87696 |  | LIFEPAK CR2 QUICK-STEP Electrodes Pads |  |  |  |  |  |  |  |  |  | DQ | \$0.000  | \$0.00     | E4W    | \$0.000 |
|  | 87614 |  | AED Patient Prep Kit                   |  |  |  |  |  |  |  |  |  | DQ | \$0.000  | \$0.00     | E4W    | \$0.000 |

In Process

|                                |            |
|--------------------------------|------------|
| ISSUE DATE: 11/5/2026          |            |
| UNIFORM CHARGES                |            |
| Charge                         | Price/Each |
| Name Emblem Charge             | \$1.50     |
| Company Emblem Charge          |            |
| Preparation Charge             | \$1.50     |
| Special Cut                    |            |
| Embroidery Charge              |            |
| Digitizing Setup Charge        |            |
| Company Emblem (Crest) - Front | \$3.50     |
| Company Emblem (Crest) - Back  |            |
| Repair Charge                  |            |
| Press Charge                   |            |
| Size Change                    |            |
| Starch Charge                  |            |
| Restocking Fee                 |            |
| Flag Charge                    |            |
| Other                          |            |
| Grade: New                     |            |

|                         |        |         |
|-------------------------|--------|---------|
| INVOICE DATE: 11/5/2026 |        |         |
| Invoice Service Charge  | %      | \$      |
| Service Charge          | 10.00% | \$10.00 |
| Inventory Maintenance   |        |         |

|        |
|--------|
| Notes: |
|        |

Customer’s Signature:

Date:

Alsco Initials:

In Process



Location No.

## TEXTILE RENTAL SERVICE AGREEMENT

1. **Scope of Agreement.** During the term of this Textile Rental Service Agreement (Agreement), AlSCO Inc. dba AlSCO Uniforms will be the exclusive supplier to the customer identified below (Customer) of the products (Products) listed on Schedule A attached hereto, as may be amended from time to time through an amended Schedule A or invoicing, and the delivery of the same (Services). Pricing is based on the amount of Services covered by this Agreement and may change as the amount of Services changes.
2. **Term.** This Agreement will remain in full force and effect for a period of 36 Months (Initial Term), commencing on the date that Supplier has executed this Agreement. To the extent allowed by applicable law, Customer agrees that this Agreement will be automatically renewed for an additional twelve-months (Renewal Term) unless either party gives the other party written notice in accordance with Section 12 hereunder of termination at least 90 days prior to the expiration of the Initial Term or any Renewal Term.
3. **Charges.** Customer agrees to pay the charges set forth on Schedule A and other applicable charges, which are described in the glossary of charges as may be amended from time to time and available at [www.alsco.com/goc](http://www.alsco.com/goc) (Glossary). Capitalized terms used herein that are not otherwise capitalized in this Agreement will have the meaning given in the Glossary. While this Agreement is in effect, Customer agrees to pay a weekly minimum charge equal to 75% of (a) the charges on the initial invoice, and (b) the charges for additional Products and Services added after the initial invoice.
4. **Price Adjustments.** Supplier will have the right to increase the prices for the Services offered under this Agreement (Price Increase) by notifying Customer of such Price Increase in the form of an amended Schedule A or adjusted invoice or statement. Customer has the right to reject in writing any such Price Increase within ten (10) days of receipt of such Price Increase notice. Failure to provide a written rejection within this 10-day period will constitute acceptance of the Price Increase. In the event Customer rejects a Price Increase, Supplier may, in its discretion terminate this Agreement by providing Customer with 30 days' advanced written notice.
5. **Payment and Credit.** Supplier will invoice Customer when the Services are provided. All invoiced charges will be payable upon delivery but no later than fifteen (15) days after delivery, unless Customer applies for and Supplier agrees to provide a credit account. A Customer who has a credit account will pay all charges for merchandise by the 10<sup>th</sup> day of the month following the month in which delivery is made (the due date). Supplier will be entitled to charge to Customer and Customer agrees to pay any third-party payment processing fee associated with the payment method used by Customer; provided, however that such fees shall not exceed 4% of the invoiced amount. A Finance Charge of 1½% per month will be imposed on all of Customer's past due balances, including credit account balances. If payment is not made within 30 days of the due date of an invoice, Supplier may elect to revoke credit account privileges and continue to supply Services on a cash-on-delivery basis only.
6. **Representation and Indemnity.** Customer agrees that unless indicated in writing by Supplier, (a) Products supplied are designed only for general purpose use, including working with non-hazardous materials, and the Supplier otherwise makes no representations or warranties regarding the suitability of the Products or Services for the Customer (b) Products supplied are not Flame Resistant or treated to resist acids or other caustic or hazardous materials, (c) Customer is solely responsible for the type, usage and placement of Products supplied, (d) Customer is solely responsible for safety at Customer's location(s), and (e) Customer is solely responsible for all taxes and changes in taxes applicable to Customer. Customer will defend, indemnify and hold harmless Supplier and its officers, directors, employees, agents, successors and assigns from and against any and all losses, damages, liabilities, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs or expenses of whatever kind, including reasonable attorneys' fees, that arise out of or relate to the use of any Products or Services supplied or delivered hereunder in violation of the foregoing representation.
7. **Title to Products and Replacing Lost or Damaged Products.** All Products supplied under this Agreement are and will remain Supplier's property. Products individualized to a particular employee will be immediately returned to Supplier when that employee of Customer using said Products terminates employment with Customer or when this Agreement expires or is otherwise terminated. All Products supplied hereunder will be regularly cleaned and maintained by Supplier. During the Term, Supplier will replace any Products that require replacement due to normal wear and tear at Supplier's sole cost and expense. Customer will be responsible for all Products that are lost, destroyed, stolen or not returned as required herein, and with respect to such Products Customer will promptly pay to Supplier the then current Replacement Charge for such goods as specified in Schedule A as amended, including applicable sales and use taxes. Supplier has the right to enter upon Customer's premises to remove or take inventory of its Products at any time during Customer's regular business hours.
8. **Liquidated Damages.** Customer understands that Supplier owns the Products covered by this Agreement, that these Products may be unique to Customer's requirements, that the value of the Products is depreciating with time, and thus that the damages that Supplier may sustain as a result of Customer's breach or premature termination of this Agreement would be substantial and difficult, if not impossible, to determine. The parties therefore agree that in the event Customer fails to timely pay any fees or charges due under this Agreement, or otherwise breaches or prematurely terminates this Agreement, Customer will pay to Supplier as liquidated damages, and not as a penalty, an amount equal to fifty percent (50%) of the remaining value of the Agreement term. The remaining value of the Agreement term will be calculated by multiplying (a) the number of unexpired weeks remaining in the Initial Term or Renewal Term, as the case may be, then in effect, by (b) the average weekly charges for Products and Services incurred during the 10 weeks immediately preceding such failure to pay, breach, or premature termination. The parties further agree that this formula is reasonable. This provision does not apply to termination pursuant to Section 11 of this Agreement.
9. **Payment for Products Upon Termination.** Upon termination of this Agreement or any reduction to the quantity or discontinuance of Products provided by Supplier hereunder, with or without cause, Customer agrees to immediately return to Supplier all Products subject to termination, reduction, or discontinuance and that are supplied pursuant to this Agreement. Customer also agrees to pay Supplier's then current Replacement Charge for any Products not returned or Products returned in a condition beyond normal wear and tear (in Supplier's reasonable discretion). For any specialty/custom Products, whether or not returned, Customer will pay the then current Replacement Charge. Any payment required under this Section will be in addition to any liquidated damages required pursuant to Section 8.
10. **Change of Customer Location.** Customer will give Supplier 30 days written notice prior to any change in the location to which Services are provided under this Agreement. If Customer's new location is within Supplier's route delivery area this Agreement will remain in full force and effect. In the event Customer's new location is outside Supplier's route delivery area, this Agreement will be deemed terminated and the provisions of Sections 8 and 9 will apply.
11. **Undertaking and Quality.** Supplier agrees to provide Services under this Agreement in accordance with accepted standards in the textile rental industry. In the event Customer believes that there are deficiencies in the quality of the Services furnished hereunder, Customer will give written notice to Supplier, specifying the precise nature of all deficiencies, and Supplier will have 30 days after its receipt of such written

notice to correct the claimed deficiencies. In the event Customer is, in good faith, not satisfied with Supplier's correction of the claimed deficiencies, Customer will give written notice to Supplier within 30 days of Supplier's correction, specifying the precise nature of the inadequate correction. Failure to give notice of inadequate correction will create a conclusive presumption that Supplier has corrected the deficiencies and that Custom has accepted the Products and Services. If Supplier fails to correct the deficiencies within 30 days after its receipt of the second notice provided herein, Customer may terminate this Agreement and the Liquidated Damages described in Section 8 will not apply.

- 12 **Notices.** Any notices required hereunder will be given (i) to the respective parties' addresses provided in the signature blocks below, or (ii) via the Supplier's A-Track system.
- 13 **Other Contracts.** Customer represents and warrants that (i) Supplier's performance of this Agreement does not and will not infringe or interfere with any existing contract, arrangement, or obligation between Customer and another supplier, and that (ii) Supplier has made no attempt to induce Customer to wrongfully terminate such existing contract, arrangement, or obligation with another supplier of products or services that are similar to the Products and Services covered by this Agreement. The Customer will indemnify, defend and hold harmless Supplier from any claims, demands, actions, causes of action, losses, damages, liabilities, penalties, fines, settlements, judgments, interest, costs, and expenses including Supplier's reasonable legal fees and disbursements (including extrajudicial fees), arising from or relating to a breach of this warranty.
- 14 **Enforcement of Agreement, Jurisdiction, Venue, Choice of Law, Waiver, Maximum Liability for Damages.** The prevailing party will be entitled to recover their reasonable costs of enforcing, defending and/or protecting its rights under this Agreement, including attorneys' fees. The parties agree that the exclusive jurisdiction, forum, and venue for any suit with respect to this Agreement will be the state or federal court nearest to Supplier's location from which Services are provided hereunder. This Agreement, and any disputes arising under or related thereto, will be governed by the laws of the state of Delaware without regard to conflicts of laws principles. CUSTOMER HEREBY KNOWINGLY, VOLUNTARILY, AND AFTER OPPORTUNITY FOR CONSULTATION WITH LEGAL COUNSEL: (A) WAIVES ANY RIGHT TO A TRIAL BY JURY IN ANY ACTION OR PROCEEDING AGAINST SUPPLIER ARISING FROM OR RELATED TO THIS AGREEMENT; (B) WAIVES ANY RIGHT TO PARTICIPATE AS A PLAINTIFF, CLASS REPRESENTATIVE, OR CLASS MEMBER IN ANY CLASS ACTION, COLLECTIVE ACTION, OR REPRESENTATIVE PROCEEDING AGAINST SUPPLIER; AND (C) WAIVES ANY RIGHT TO SEEK OR RECOVER CONSEQUENTIAL, PUNITIVE, EXEMPLARY, OR SPECIAL DAMAGES FROM SUPPLIER. CUSTOMER UNDERSTANDS AND ACKNOWLEDGES THAT THESE WAIVERS CONSTITUTE A MATERIAL INDUCEMENT FOR SUPPLIER TO ENTER INTO THIS AGREEMENT. EXCEPT FOR LIABILITY ARISING FROM GROSS NEGLIGENCE, IN NO EVENT WILL SUPPLIER'S LIABILITY TO CUSTOMER FOR A CLAIM ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE TOTAL OF THE AMOUNTS PAID TO SUPPLIER UNDER THIS AGREEMENT IN THE SIX (6) MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.
- 15 **Force Majeure.** Any delay or failure of Supplier to perform its obligations under this Agreement will be excused to the extent that the delay or failure was caused directly by an event beyond Supplier's control, without its fault or negligence and that by its nature could not have been foreseen by Supplier or, if it could have been foreseen, was unavoidable (which events may include, without limitation, natural disasters, epidemics, pandemics, embargoes, explosions, riots, wars or acts of terrorism).
- 16 **Relationship of the Parties.** The relationship between Supplier and Customer is solely that of supplier and customer, and the parties are independent contracting parties. Nothing in this Agreement creates any agency, joint venture, partnership or other form of joint enterprise, employment, or fiduciary relationship between the parties. Neither party has any express or implied right or authority to assume or create any obligations on behalf of or in the name of the other party or to bind the other party to any contract, agreement or undertaking with any third party.
- 17 **Authorized Signatory.** Each person signing this Agreement represents and warrants that they have the full right, power, and legal authority to enter into this Agreement on behalf of the party for which they are signing. Each party further represents that the execution and delivery of this Agreement have been duly authorized by all necessary corporate or organizational action, and that no further consent or authorization is required to make this Agreement binding.
- 18 **Binding Effect.** This Agreement will be binding upon the respective representatives, successors and permitted assigns of the parties. In the event Customer sells or transfers its business or principal assets, Customer will (i) provide written notice to Supplier at least thirty (30) days prior to such transaction, (ii) cause any successor entity or purchaser to expressly assume in writing all of Customer's obligations under this Agreement, and (iii) remain jointly and severally liable with such successor entity or purchaser for all obligations, including those obligations described in Section 8, under this Agreement. In the event of such sale or transfer, Supplier will have the option of terminating this Agreement, and Section 9 will then apply.
- 19 **Severability.** If any provision of this Agreement is determined to be invalid, all remaining terms and conditions will remain in full force and effect.

**CUSTOMER'S ACCEPTANCE:**

*Customer hereby acknowledges and agrees to the terms and conditions of this Agreement.*

CUSTOMER'S LEGAL NAME: RIO LINDA ELVERTA COMMUNITY WATER DISTRICT

ADDRESS: 730 L Street

CITY, STATE, ZIP: Rio Linda , CA, 95673

EMAIL: ddenning@rtccwd.com

BY:

PRINTED NAME:

**Felix M Felix**

TITLE: Interim General Manager

**SUPPLIER'S ACCEPTANCE:**

*Supplier hereby acknowledges and agrees to the terms and conditions of this Agreement.*

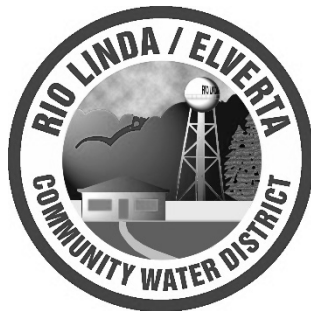
BY:

PRINTED NAME:

TITLE:

DATE:

EMAIL:contract.slsac@alsco.com



## Items for Discussion and Action

### Agenda Item: 7.8

**Date:** October 26, 2026

**Subject:** Consider Approving RDN Water Capacity and ADU Fee Study Proposal

**Contact:** Felix M. Felix, Interim General Manager

#### Recommended Committee Action:

NA

#### Current Background and Justification:

Per the request of the Board President, RDN was asked to provide a proposal for conducting a water capacity and ADU fee study to ensure that the district is compliant and up-to-date in reviewing what the current charges should be moving forward for the district. The proposed amount for the Capacity and ADU Fee study is a nominal \$12,020 for each. Proposals for review are attached.

#### Conclusion:

The Interim GM recommends approving the RDN water capacity and ADU fee studies.

#### Board Action / Motion

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

# **Robert D. Niehaus, Inc.**

## **Rio Linda/Elverta Community Water District Proposal for Water ADU Capacity Fee Study October 21, 2026**

### **Submitted By:**

**Robert D. Niehaus, Inc.  
140 East Carrillo Street  
Santa Barbara, CA 93101**

**Authorized Representative: Jack Lyon  
Title: Director of Business Development  
Email: [jack@rdniehaus.com](mailto:jack@rdniehaus.com)  
Phone: 805.618.1356**

### **Submitted To:**

**Rio Linda/Elverta Community Water District  
730 L Street  
Rio Linda, CA 95673**

**Attn: Felix M. Felix  
Title: Interim General Manager  
Email: [gm@rlcwd.com](mailto:gm@rlcwd.com)  
Phone: 916.907.3355**

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October 21, 2026

Felix M. Felix  
Interim General Manager  
Rio Linda/Elverta Community Water District  
730 L Street  
Rio Linda, CA 95673

Jack Lyon, Director of Business Development  
Phone: (805) 962-0611 | Email: Jack@RDNiehaus.com  
Robert D. Niehaus, Inc.  
140 E. Carrillo St.  
Santa Barbara, CA 93101

**Subject: Proposal for Water ADU Capacity Fee Study**

Dear Mr. Felix and Rio Linda/Elverta Community Water District,

Robert D. Niehaus, Inc. (RDN) is pleased to submit our proposal for the Rio Linda/Elverta Community Water District's (District) Water ADU Capacity Fee Study (Study). We understand the District is seeking an experienced team with a strong track record developing fee and charge recommendations in California. RDN is highly motivated and qualified to assist the District in this effort.

RDN is an employee-owned economic and financial consultancy specializing in rate- and fee-setting services for California utilities. Founded in 1983, RDN has 43 years of experience and has completed more than 1,000 successful projects. Through this experience, our team has developed a deep understanding of the economic, financial, political, and regulatory challenges involved in designing and adopting utility fees in California.

Enclosed is RDN's proposed scope of work and cost proposal for the Water Capacity Fee Study. For continuity and efficiency, we propose the same technical team that is currently assisting with the District's Water and Rate Study. Dr. Robert Niehaus will serve as Project Director and brings more than 45 years of experience. He will provide overall accountability for the Study and ensure the project is completed on time, within budget, and to the District's satisfaction. Anthony Elowsky will serve as Project Manager with 10 years of consulting experience and more than 50 rate studies managed. Ichiko Kido will serve as QA/QC Consultant and brings more than 20 years of experience in utility financial analysis. In addition, RDN will draw upon a bench of 20 highly skilled California-based consultants to support analysis and deliverable preparation as needed.

Please coordinate with Jack Lyon, Director of Business Development, 805.618.1356, Jack@RDNiehaus.com, if you would like to discuss our proposal, which is valid for a 90-day period. Jack is authorized to clarify our proposal, negotiate, and obligate the firm. We appreciate the opportunity to expand our support for the District and look forward to a successful, collaborative, and productive partnership.

Respectfully submitted,



Robert D. Niehaus, Ph.D.  
Managing Director, Principal Economist



Jack Lyon (authorized to bind and negotiate)  
Director of Business Development

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## PROJECT APPROACH

### Task 1. Project Management

#### Task 1.1. Data Collection & Review

Our data request will include audits, asset lists, general plans, capital improvement plans, customer billing records, debt service schedule, reserve policies, among other information. For data validation and quality assurance, RDN may request additional data throughout the study to reconcile any inconsistencies. Much of this data is already requested in the rate study.

#### Task 1.2. Kickoff Meeting

We propose a virtual kickoff meeting to discuss project objectives, approach, work plan, schedule, and priorities. During this meeting, District staff will provide insights into the key policy objectives that are most important to the District. RDN and District staff will also review the available data and identify any additional data requirements.

#### Task 1.3. Project Management

RDN incorporates best practices from the Project Management Institute's Project Management Body of Knowledge to establish processes that guide management procedures. We take pride in high-quality work that is on schedule, within budget, and error-free. Our project manager, Anthony Elowsky, will prepare a Project Management Plan (PMP) to define project goals, scope, deliverables, budget, schedule, and administrative procedures.

#### Task 1.4. Bi-Weekly Progress Meetings

Our project team will meet with District staff biweekly, or as often as necessary, to ensure full Study transparency, timeliness, and success. These meetings will be conducted concurrently with already scheduled, rate study meetings.

### Task 2. ADU Capacity Fees

There are three methods generally used for calculating Capacity Fees in California:

- 1) **Buy-In Method** – system has sufficient capacity to serve new development.
- 2) **Incremental Cost Method** – system requires additional capacity to serve new development.
- 3) **Combined Method** – system has some capacity but requires additional capacity during planning horizon.

RDN will carefully review the District's CIPs, master plan, and other relevant data to ensure we use the method that best meets the District's current and future financial goals. All three methods use the same basic formula for calculating Capacity Fees is:

$$\text{Capital Facility Charge} = \frac{\text{System Value (Task 4.1)}}{\text{System Capacity (Task 4.2)}} \times \text{New Customer Capacity Demands (Task 4.3)}$$

The following subtasks describe the computation methods of each component in this formula.

#### Task 2.1. Calculate System Value

Based on District asset records, RDN will determine the value of the capacity-related infrastructure that must be recovered from new customers. Valuation methods may include original cost, replacement cost, replacement cost less depreciation (RCLD), present value cost of future infrastructure, or a combination of methods. RDN will work with District staff to select the most appropriate valuation approach, though we typically recommend RCLD. Adjustments will be made for debt, grants, donated assets, and other deductions to avoid double-charging new

development through Capacity Fees and again through Rates. Future capacity costs will be estimated based on the percentage of CIP costs devoted to future system capacity.

#### [Task 2.2. Evaluate System Capacity](#)

RDN will work with District staff to accurately measure existing system capacity to determine the share of capacity available to future customers. The District's capital improvement plan will be reviewed to allocate each project between existing and future capacity needs.

#### [Task 2.3. Assess New Customer Demand](#)

The final step in the Capacity Fee calculation is to establish the level of future customer demand. System demand is defined on a customer class and meter size basis. An alternative method is to calculate single-family residential customers' Capacity Fees by multiplying the unit cost of the Capacity Fee by average flow. RDN will review State and local ordinances regarding ADU Capacity Fees. We will apply current mandates to the District's proposed fee structure in order to account for the difference in service requirements between ADUs and standard residential customers. We will provide fee recommendations for new ADU connections. RDN will recommend the solution that is best able to meet the District's objectives.

### **Task 3. Reports**

#### [Task 3.1. Fee Study Reports](#)

The draft fee study report will contain an overview, study objectives, assumptions, regulatory requirements, and methodologies. Key outputs of data, analysis, and rationale will be visualized in the reports. The tables and charts will be an effective tool to communicate conclusions to the Board of Directors, customers, and other stakeholders.

We will incorporate District feedback into the final report and clearly demonstrate the nexus between costs and recommended rates in simple terms to fulfill Proposition 26 reporting requirements.

### **Task 4. Public Meetings**

#### [Task 4.1. One Public Meetings](#)

RDN will attend one meeting with the Board of Directors to present the results of study recommendations. At the District meeting, RDN will present the results in conjunction with District staff. Depending on District or community interest, the number of meetings can be adjusted.

## EXPERIENCE

### Company Overview

RDN is an employee-owned economic and financial consulting firm with 24 consultants, headquartered in Santa Barbara, delivering solutions to California utilities and Federal agencies since 1983. Our utility rate practice group specializes in financial planning, cost-of-service analysis, and rate and connection fee design for California water and wastewater utilities.

#### **RDN BY THE NUMBERS**

- \$8M Annual Revenue | 24 Consultants
- 1,000+ Projects Accomplished Worldwide
- 100+ Years of Project Team Experience
- 50 States Served | 16 Countries Served
- 42 Years Consulting for Utility Systems

### Project Team Experience & Qualifications

Our proposed project team has decades of experience conducting California rate and fee studies. Dr. Robert Niehaus, proposed Project Director, has successfully assisted over 1,000 government projects and over 100 water and wastewater agencies in California with financial planning and rate-setting consulting for over 45 years. Anthony Elowsky, proposed Project Manager, has managed over 50 California rate and fee studies over 10 years of consulting. Ichiko Kido, proposed QA/QC Consultant, has assisted over 100 agencies with more than 20 years of industry experience.

Our team has a deep understanding of the economic, financial, political, and regulatory challenges for adopting rate and fee studies in California under Proposition 218. We are adept at facilitating policy discussions to understand project goals and objectives and presenting at public meetings with elected officials and customers throughout the rate-setting process. This includes rate workshops, customer outreach, and Proposition 218 hearings. We also excel at distilling complex technical concepts and data into easy-to-understand presentations, reports, and models. We think big picture while paying close attention to details. Finally, we are an outcome-based team: your utility rate success is our success.

## RELATED EXPERIENCE

Presented below is a partial list of water, recycled water, and wastewater financial planning, cost of service rate studies, or capacity fee studies that our proposed project manager, Anthony Elowsky, recently served in the role of Project Manager or Lead Analyst for RDN. On the following pages are references and contact information for three recent RDN clients.

| #  | Agency                                         | Project                                                                    |
|----|------------------------------------------------|----------------------------------------------------------------------------|
| 1  | City of Alhambra                               | Water Rate Study                                                           |
| 2  | City of California City                        | Water and Wastewater Rate Study; Capacity Fee Study                        |
| 3  | City of Corona                                 | Water Budget, Recycled Water, Wastewater, Electric Rate Study              |
| 4  | City of Greenfield                             | Water and Wastewater Rate Study                                            |
| 5  | City of Huntington Beach                       | Wastewater Rate Study                                                      |
| 6  | City of Loyalton                               | Wastewater Rate Study                                                      |
| 7  | City of Lynwood                                | Water and Wastewater Rate Study                                            |
| 8  | City of San Fernando                           | Water and Wastewater Rate Study                                            |
| 9  | City of Santa Ana                              | Water, Recycled, and Wastewater Rate Study                                 |
| 10 | Costa Mesa Sanitary District                   | Wastewater Rate Study                                                      |
| 11 | Greenfield CWD                                 | Water Rate Study                                                           |
| 12 | Hi-Desert MWC                                  | Water Rate Study                                                           |
| 13 | Hilton Creek CSD                               | Wastewater Rate Study                                                      |
| 14 | Juniper Riviera CWD                            | Water Rate Study                                                           |
| 15 | Jurupa CSD                                     | Water and Wastewater Rate Study                                            |
| 16 | Lake Arrowhead CSD                             | Water and Wastewater Rate Study                                            |
| 17 | Lone Pine CSD                                  | Wastewater Rate Study                                                      |
| 18 | Lost Hills Utility District                    | Wastewater Rate Study                                                      |
| 19 | Mammoth Community Water District               | Water and Wastewater Rate Study                                            |
| 20 | Meiners Oaks Water District                    | Water Rate Study                                                           |
| 21 | Mid Peninsula Water District                   | Water Capacity Fee Study                                                   |
| 22 | Montecito Sanitary District                    | Wastewater Rate and Fee Study                                              |
| 23 | Moulton Niguel Water District                  | Water, Wastewater, Recycled Water Cost of Service Peer Review              |
| 24 | Napa County (LBRID/NBRID)                      | Water and Wastewater Rate Studies                                          |
| 25 | Orosi Public Utility District                  | Wastewater Rate Study                                                      |
| 26 | Palmdale Water District                        | Water Budget Rate Study                                                    |
| 27 | Patterson Tract CSD                            | Water Rate Study                                                           |
| 28 | Quartz Hill Water District                     | Water Rate Study                                                           |
| 29 | Rand CWD                                       | Water Rate Study                                                           |
| 30 | Redway CSD                                     | Water and Wastewater Rate Study                                            |
| 31 | Rosamond CSD                                   | Water and Wastewater Rate Study                                            |
| 32 | Santa Clarita Valley Water Agency              | Ratepayer's Advocate for Water, Recycled Water, Wholesale Rate Study       |
| 33 | Serrano Water District                         | Water Budget Rate Feasibility Study                                        |
| 34 | Sheep Creek WC                                 | Water Rate Study                                                           |
| 35 | South Coast Water District                     | Water, Recycled, and Wastewater Rate Study; Water Budget Feasibility Study |
| 36 | Thunderbird CWD                                | Water Rate Study                                                           |
| 37 | Ventura River Water District                   | Water Budget Rate Study                                                    |
| 38 | Victor Valley Wastewater Reclamation Authority | Wastewater Financial Plan                                                  |
| 39 | West Valley CWD                                | Water Rate Study                                                           |
| 40 | West Valley Water District                     | Development Impact Fee Study                                               |

## REFERENCES

With over 90 percent of our work resulting from repeat business, RDN prides itself on continuing relationships that we have developed over four decades of consulting. We invite you to contact our references to verify our quality of service on similar engagements.

### City of Greenfield

#### **Water/Wastewater Rate Study (May 2022 – July 2023) Sewer Rate and Fee Study (June 2025 – December 2025)**

The District of Greenfield retained RDN to conduct water and wastewater rate studies in 2022. RDN supported the Proposition 218 hearing in June 2023 with successful rate adoption. The District again retained RDN to evaluate a series of potential private and public debt options in addition to or instead of grant funding. In October 2025, the Board of Directors moved to adopt the rate study recommendations and move forward with the Proposition 218 Hearing in December 2025.

Paul Wood  
City Manager  
831-674-5591  
pwood@ci.greenfield.ca.us  
Greenfield, CA 93927

### Mammoth Community Water District

#### **Water, Wastewater, and Recycled Water Connection Fee Study (August 2024 – January 2025) Water, Wastewater, and Recycled Water Rate Study (March 2025 – March 2026)**

Mammoth Community Water District retained RDN to develop water, recycled water (new), and wastewater connection fees and rates. We reviewed the District's current methodology and fees and determined that the District should introduce a comprehensive change to their rate and fee structures to improve customer equity by making the basis directly related to the total plumbing fixtures allowed in each permit, rather than hypothetical meter capacities. The Studies were on schedule and under budget with successful fee implementation in January 2025 and rate implementation in March 2026.

Jeffrey Beatty  
Finance Manager  
760-934-2596  
jbeatty@mcwd.dst.ca.us  
Mammoth Lakes, CA 93546

### Mid-Peninsula Water District

#### **Capacity Fee Study (June 2020 – February 2021) Capacity Fee Study (September 2025 – Ongoing)**

The Mid-Peninsula Water District retained RDN to produce Capacity Fees with the primary goal of increasing equity between the District's existing and future customers. We evaluated the current charge structure and provided the District with updated system values and demand projections. Additionally, we reevaluated the customer classification system to ensure that new customers were paying a fair share for system facilities, comparing max demand and average demand across meter sizes.

Kat Wuelfing  
General Manager  
650-591-8941  
kwuelfing@midpeninsulawater.org  
Belmont, CA 94002

## QUALIFICATIONS

We propose a project team of four as presented below. Our deep bench of 20 California consultants will be leveraged as needed. Requested project team qualifications and information are highlighted below. Full resumes are available upon request. We propose no subconsultants.



**Robert Niehaus**  
Project Director



**Anthony Elowsky**  
Project Manager



**Ichiko Kido**  
QA/QC Consultant



**Zachary Van Dinther**  
Consultant

### Robert Niehaus, Project Director

**Key Tasks:** Oversee project methodology, assumptions, deliverables; responsible for overall project staffing, budget, and schedule.

**Summary of Qualifications:** Robert has more than 45 years of consulting experience and has served as Project Director for more than 100 cost of service rate and capacity fee studies in California, and more than 1,000 economic and financial projects across all 50 states and 16 countries. He holds a Ph.D. in Economics from the University of Maryland.

### Anthony Elowsky, Project Manager

**Key Tasks:** Serve as primary contact for District staff; manage project schedule and budget; lead data collection, project tasks, and analysis; review project deliverables; and ensure timely, on-budget, successful execution of the scope of work.

**Summary of Qualifications:** Anthony has 10 years of consulting experience, eight with RDN, managing over 50 California water, recycled water, and wastewater rate and fee studies. His expertise lies in water and wastewater financial planning, cost of service analysis, and rate and fee design. Anthony is well-versed in Proposition 218 requirements. He has also conducted comparative water rate analyses and compiled and analyzed data on water rates and financial information for more than 100 purveyors throughout California. He promotes best practices in the AWWA's *Manual M1 Principles of Water Rates, Fees and Charges* and the WEF *Manual of Practice Number 27*. Anthony received his M.A. from California State University, Fullerton.

### Ichiko Kido, QA/QC Consultant

**Key Tasks:** Quality assurance and quality control; technical guidance; model and report review.

**Summary of Qualifications:** Ichiko has more than 20 years of public-sector consulting experience and specializes in financial planning and rate design for California utilities. Ichiko is passionate about fine-tuning customized Excel financial models to best meet each client's needs. She has reviewed water and wastewater rates and financial plans for more than 200 utilities in California. Ichiko received her MBA from the Martin V. Smith School of Business & Economics, California State University, Channel Islands.

**Zachary Van Dinther, Consultant**

**Key Tasks:** Conduct financial, economic, and rate analysis; collect and analyze data; draft reports; work with the Project Manager to complete project tasks.

**Summary of Qualifications:** Zachary has more than six years of economic and financial rate consulting experience, working with over 25 water, recycled water, and wastewater utilities. He is an expert in Excel and adept at econometric customer-demand projections and visualizing proposed bill impacts, leveraging coding skills. Zachary received his B.A. in Environmental Economics from Michigan State University, where he researched with Dr. Jan Beecher for the Institute of Public Utilities.

## RATE AND FEE SCHEDULE

We propose completing this engagement on a firm-fixed-price basis for \$12,020. If the District prefers, we are also willing to perform the engagement on a time-and-materials basis. The table below presents our estimated hours, hourly rates, and proposed fees. This proposal is valid for 90 days.

| Rio Linda/Elverta Community Water District |                    |              |         |         |         |         |       |                       |
|--------------------------------------------|--------------------|--------------|---------|---------|---------|---------|-------|-----------------------|
| Tasks                                      | In-Person Meetings | Web Meetings | Hours   |         |         |         |       | Total Fees & Expenses |
|                                            |                    |              | PD      | PM      | QA/QC   | C       | Total |                       |
| 1. Project Management                      |                    | 1            | 1       | 4       | 0       | 6       | 11    | \$2,720               |
| 2. ADU Capacity Fees                       |                    | 2            | 1       | 3       | 1       | 6       | 11    | \$2,720               |
| 3. Reports                                 |                    | 1            | 1       | 5       | 2       | 8       | 16    | \$3,940               |
| 4. Public Meetings                         |                    | 1            | 0       | 5       | 1       | 4       | 10    | \$2,440               |
| Total Estimated Meetings / Hours           | 0                  | 5            | 3       | 17      | 4       | 24      | 48    |                       |
| Hourly Billing Rates                       |                    |              | \$360   | \$260   | \$260   | \$220   |       |                       |
| Total Professional Fees                    |                    |              | \$1,080 | \$4,420 | \$1,040 | \$5,280 |       |                       |
| Total Fees                                 |                    |              |         |         |         |         |       | \$11,820              |
| Total Expenses                             |                    |              |         |         |         |         |       | \$200                 |
| Total Fees & Expenses                      |                    |              |         |         |         |         |       | \$12,020              |
| PD - Project Director, Robert Niehaus      |                    |              |         |         |         |         |       |                       |
| PM - Project Manager, Anthony Elowsky      |                    |              |         |         |         |         |       |                       |
| QA/QC - QA/QC Consultant, Ichiko Kido      |                    |              |         |         |         |         |       |                       |
| C - Consultant, Zachary Van Dinther        |                    |              |         |         |         |         |       |                       |

PD - Project Director, Robert Niehaus  
 PM - Project Manager, Anthony Elowsky  
 QA/QC - QA/QC Consultant, Ichiko Kido  
 C - Consultant, Zachary Van Dinther

# **Robert D. Niehaus, Inc.**

## **Rio Linda/Elverta Community Water District Proposal for Water Capacity Fee Study October 21, 2026**

### **Submitted By:**

**Robert D. Niehaus, Inc.  
140 East Carrillo Street  
Santa Barbara, CA 93101**

**Authorized Representative: Jack Lyon  
Title: Director of Business Development  
Email: [jack@rdniehaus.com](mailto:jack@rdniehaus.com)  
Phone: 805.618.1356**

### **Submitted To:**

**Rio Linda/Elverta Community Water District  
730 L Street  
Rio Linda, CA 95673**

**Attn: Felix M. Felix  
Title: Interim General Manager  
Email: [gm@rlcwd.com](mailto:gm@rlcwd.com)  
Phone: 916.907.3355**

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October 21, 2026

Felix M. Felix  
Interim General Manager  
Rio Linda/Elverta Community Water District  
730 L Street  
Rio Linda, CA 95673

Jack Lyon, Director of Business Development  
Phone: (805) 962-0611 | Email: Jack@RDNiehaus.com  
Robert D. Niehaus, Inc.  
140 E. Carrillo St.  
Santa Barbara, CA 93101

**Subject: Proposal for Water Capacity Fee Study**

Dear Mr. Felix and Rio Linda/Elverta Community Water District,

Robert D. Niehaus, Inc. (RDN) is pleased to submit our proposal for the Rio Linda/Elverta Community Water District's (District) Water Capacity Fee Study (Study). We understand the District is seeking an experienced team with a strong track record developing fee and charge recommendations in California. RDN is highly motivated and qualified to assist the District in this effort.

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Enclosed is RDN's proposed scope of work and cost proposal for the Water Capacity Fee Study. For continuity and efficiency, we propose the same technical team that is currently assisting with the District's Water and Rate Study. Dr. Robert Niehaus will serve as Project Director and brings more than 45 years of experience. He will provide overall accountability for the Study and ensure the project is completed on time, within budget, and to the District's satisfaction. Anthony Elowsky will serve as Project Manager with 10 years of consulting experience and more than 50 rate studies managed. Ichiko Kido will serve as QA/QC Consultant and brings more than 20 years of experience in utility financial analysis. In addition, RDN will draw upon a bench of 20 highly skilled California-based consultants to support analysis and deliverable preparation as needed.

Please coordinate with Jack Lyon, Director of Business Development, 805.618.1356, Jack@RDNiehaus.com, if you would like to discuss our proposal, which is valid for a 90-day period. Jack is authorized to clarify our proposal, negotiate, and obligate the firm. We appreciate the opportunity to expand our support for the District and look forward to a successful, collaborative, and productive partnership.

Respectfully submitted,



Robert D. Niehaus, Ph.D.  
Managing Director, Principal Economist



Jack Lyon (authorized to bind and negotiate)  
Director of Business Development

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## PROJECT APPROACH

### Task 1. Project Management

#### Task 1.1. Data Collection & Review

Our data request will include audits, asset lists, general plans, capital improvement plans, customer billing records, debt service schedule, reserve policies, among other information. For data validation and quality assurance, RDN may request additional data throughout the study to reconcile any inconsistencies. Much of this data is already requested in the rate study.

#### Task 1.2. Kickoff Meeting

We propose a virtual kickoff meeting to discuss project objectives, approach, work plan, schedule, and priorities. During this meeting, District staff will provide insights into the key policy objectives that are most important to the District. RDN and District staff will also review the available data and identify any additional data requirements.

#### Task 1.3. Project Management

RDN incorporates best practices from the Project Management Institute's Project Management Body of Knowledge to establish processes that guide management procedures. We take pride in high-quality work that is on schedule, within budget, and error-free. Our project manager, Anthony Elowsky, will prepare a Project Management Plan (PMP) to define project goals, scope, deliverables, budget, schedule, and administrative procedures.

#### Task 1.4. Bi-Weekly Progress Meetings

Our project team will meet with District staff biweekly, or as often as necessary, to ensure full Study transparency, timeliness, and success. These meetings will be conducted concurrently with already scheduled, rate study meetings.

### Task 2. Capacity Fees

There are three methods generally used for calculating Capacity Fees in California:

- 1) **Buy-In Method** – system has sufficient capacity to serve new development.
- 2) **Incremental Cost Method** – system requires additional capacity to serve new development.
- 3) **Combined Method** – system has some capacity but requires additional capacity during planning horizon.

RDN will carefully review the District's CIPs, master plan, and other relevant data to ensure we use the method that best meets the District's current and future financial goals. All three methods use the same basic formula for calculating Capacity Fees is:

$$\text{Capital Facility Charge} = \frac{\text{System Value (Task 4.1)}}{\text{System Capacity (Task 4.2)}} \times \text{New Customer Capacity Demands (Task 4.3)}$$

The following subtasks describe the computation methods of each component in this formula.

#### Task 2.1. Calculate System Value

Based on District asset records, RDN will determine the value of the capacity-related infrastructure that must be recovered from new customers. Valuation methods may include original cost, replacement cost, replacement cost less depreciation (RCLD), present value cost of future infrastructure, or a combination of methods. RDN will work with District staff to select the most appropriate valuation approach, though we typically recommend RCLD. Adjustments will be made for debt, grants, donated assets, and other deductions to avoid double-charging new

development through Capacity Fees and again through Rates. Future capacity costs will be estimated based on the percentage of CIP costs devoted to future system capacity.

#### Task 2.2. Evaluate System Capacity

RDN will work with District staff to accurately measure existing system capacity to determine the share of capacity available to future customers. The District's capital improvement plan will be reviewed to allocate each project between existing and future capacity needs.

#### Task 2.3. Assess New Customer Demand

The final step in the Capacity Fee calculation is to establish the level of future customer demand. System demand is defined on a customer class and meter size basis. An alternative method is to calculate single-family residential customers' Capacity Fees by multiplying the unit cost of the Capacity Fee by average flow. Future EDU values could be based on sound and defensible methodologies, which may include linear regressions, Monte Carlo simulations, and/or deterministic models. RDN will recommend the solution that is best able to meet the District's objectives.

### Task 3. Reports

#### Task 3.1. Fee Study Reports

The draft fee study report will contain an overview, study objectives, assumptions, regulatory requirements, and methodologies. Key outputs of data, analysis, and rationale will be visualized in the reports. The tables and charts will be an effective tool to communicate conclusions to the Board of Directors, customers, and other stakeholders.

We will incorporate District feedback into the final report and clearly demonstrate the nexus between costs and recommended rates in simple terms to fulfill Proposition 26 reporting requirements.

### Task 4. Public Meetings

#### Task 4.1. One Public Meetings

RDN will attend one in-person meeting with the Board of Directors to present the results of study recommendations. At the District meeting, RDN will present the results in conjunction with District staff. Depending on District or community interest, the number of meetings can be adjusted.

## EXPERIENCE

### Company Overview

RDN is an employee-owned economic and financial consulting firm with 24 consultants, headquartered in Santa Barbara, delivering solutions to California utilities and Federal agencies since 1983. Our utility rate practice group specializes in financial planning, cost-of-service analysis, and rate and connection fee design for California water and wastewater utilities.

#### **RDN BY THE NUMBERS**

- \$8M Annual Revenue | 24 Consultants
- 1,000+ Projects Accomplished Worldwide
- 100+ Years of Project Team Experience
- 50 States Served | 16 Countries Served
- 42 Years Consulting for Utility Systems

### Project Team Experience & Qualifications

Our proposed project team has decades of experience conducting California rate and fee studies. Dr. Robert Niehaus, proposed Project Director, has successfully assisted over 1,000 government projects and over 100 water and wastewater agencies in California with financial planning and rate-setting consulting for over 45 years. Anthony Elowsky, proposed Project Manager, has managed over 50 California rate and fee studies over 10 years of consulting. Ichiko Kido, proposed QA/QC Consultant, has assisted over 100 agencies with more than 20 years of industry experience.

Our team has a deep understanding of the economic, financial, political, and regulatory challenges for adopting rate and fee studies in California under Proposition 218. We are adept at facilitating policy discussions to understand project goals and objectives and presenting at public meetings with elected officials and customers throughout the rate-setting process. This includes rate workshops, customer outreach, and Proposition 218 hearings. We also excel at distilling complex technical concepts and data into easy-to-understand presentations, reports, and models. We think big picture while paying close attention to details. Finally, we are an outcome-based team: your utility rate success is our success.

## RELATED EXPERIENCE

Presented below is a partial list of water, recycled water, and wastewater financial planning, cost of service rate studies, or capacity fee studies that our proposed project manager, Anthony Elowsky, recently served in the role of Project Manager or Lead Analyst for RDN. On the following pages are references and contact information for three recent RDN clients.

| #  | Agency                                         | Project                                                                    |
|----|------------------------------------------------|----------------------------------------------------------------------------|
| 1  | City of Alhambra                               | Water Rate Study                                                           |
| 2  | City of California City                        | Water and Wastewater Rate Study; Capacity Fee Study                        |
| 3  | City of Corona                                 | Water Budget, Recycled Water, Wastewater, Electric Rate Study              |
| 4  | City of Greenfield                             | Water and Wastewater Rate Study                                            |
| 5  | City of Huntington Beach                       | Wastewater Rate Study                                                      |
| 6  | City of Loyalton                               | Wastewater Rate Study                                                      |
| 7  | City of Lynwood                                | Water and Wastewater Rate Study                                            |
| 8  | City of San Fernando                           | Water and Wastewater Rate Study                                            |
| 9  | City of Santa Ana                              | Water, Recycled, and Wastewater Rate Study                                 |
| 10 | Costa Mesa Sanitary District                   | Wastewater Rate Study                                                      |
| 11 | Greenfield CWD                                 | Water Rate Study                                                           |
| 12 | Hi-Desert MWC                                  | Water Rate Study                                                           |
| 13 | Hilton Creek CSD                               | Wastewater Rate Study                                                      |
| 14 | Juniper Riviera CWD                            | Water Rate Study                                                           |
| 15 | Jurupa CSD                                     | Water and Wastewater Rate Study                                            |
| 16 | Lake Arrowhead CSD                             | Water and Wastewater Rate Study                                            |
| 17 | Lone Pine CSD                                  | Wastewater Rate Study                                                      |
| 18 | Lost Hills Utility District                    | Wastewater Rate Study                                                      |
| 19 | Mammoth Community Water District               | Water and Wastewater Rate Study                                            |
| 20 | Meiners Oaks Water District                    | Water Rate Study                                                           |
| 21 | Mid Peninsula Water District                   | Water Capacity Fee Study                                                   |
| 22 | Montecito Sanitary District                    | Wastewater Rate and Fee Study                                              |
| 23 | Moulton Niguel Water District                  | Water, Wastewater, Recycled Water Cost of Service Peer Review              |
| 24 | Napa County (LBRID/NBRID)                      | Water and Wastewater Rate Studies                                          |
| 25 | Orosi Public Utility District                  | Wastewater Rate Study                                                      |
| 26 | Palmdale Water District                        | Water Budget Rate Study                                                    |
| 27 | Patterson Tract CSD                            | Water Rate Study                                                           |
| 28 | Quartz Hill Water District                     | Water Rate Study                                                           |
| 29 | Rand CWD                                       | Water Rate Study                                                           |
| 30 | Redway CSD                                     | Water and Wastewater Rate Study                                            |
| 31 | Rosamond CSD                                   | Water and Wastewater Rate Study                                            |
| 32 | Santa Clarita Valley Water Agency              | Ratepayer's Advocate for Water, Recycled Water, Wholesale Rate Study       |
| 33 | Serrano Water District                         | Water Budget Rate Feasibility Study                                        |
| 34 | Sheep Creek WC                                 | Water Rate Study                                                           |
| 35 | South Coast Water District                     | Water, Recycled, and Wastewater Rate Study; Water Budget Feasibility Study |
| 36 | Thunderbird CWD                                | Water Rate Study                                                           |
| 37 | Ventura River Water District                   | Water Budget Rate Study                                                    |
| 38 | Victor Valley Wastewater Reclamation Authority | Wastewater Financial Plan                                                  |
| 39 | West Valley CWD                                | Water Rate Study                                                           |
| 40 | West Valley Water District                     | Development Impact Fee Study                                               |

## REFERENCES

With over 90 percent of our work resulting from repeat business, RDN prides itself on continuing relationships that we have developed over four decades of consulting. We invite you to contact our references to verify our quality of service on similar engagements.

### City of Greenfield

#### **Water/Wastewater Rate Study (May 2022 – July 2023) Sewer Rate and Fee Study (June 2025 – December 2025)**

The District of Greenfield retained RDN to conduct water and wastewater rate studies in 2022. RDN supported the Proposition 218 hearing in June 2023 with successful rate adoption. The District again retained RDN to evaluate a series of potential private and public debt options in addition to or instead of grant funding. In October 2025, the Board of Directors moved to adopt the rate study recommendations and move forward with the Proposition 218 Hearing in December 2025.

Paul Wood  
City Manager  
831-674-5591  
pwood@ci.greenfield.ca.us  
Greenfield, CA 93927

### Mammoth Community Water District

#### **Water, Wastewater, and Recycled Water Connection Fee Study (August 2024 – January 2025) Water, Wastewater, and Recycled Water Rate Study (March 2025 – March 2026)**

Mammoth Community Water District retained RDN to develop water, recycled water (new), and wastewater connection fees and rates. We reviewed the District's current methodology and fees and determined that the District should introduce a comprehensive change to their rate and fee structures to improve customer equity by making the basis directly related to the total plumbing fixtures allowed in each permit, rather than hypothetical meter capacities. The Studies were on schedule and under budget with successful fee implementation in January 2025 and rate implementation in March 2026.

Jeffrey Beatty  
Finance Manager  
760-934-2596  
jbeatty@mcwd.dst.ca.us  
Mammoth Lakes, CA 93546

### Mid-Peninsula Water District

#### **Capacity Fee Study (June 2020 – February 2021) Capacity Fee Study (September 2025 – Ongoing)**

The Mid-Peninsula Water District retained RDN to produce Capacity Fees with the primary goal of increasing equity between the District's existing and future customers. We evaluated the current charge structure and provided the District with updated system values and demand projections. Additionally, we reevaluated the customer classification system to ensure that new customers were paying a fair share for system facilities, comparing max demand and average demand across meter sizes.

Kat Wuelfing  
General Manager  
650-591-8941  
kwuelfing@midpeninsulawater.org  
Belmont, CA 94002

## QUALIFICATIONS

We propose a project team of four as presented below. Our deep bench of 20 California consultants will be leveraged as needed. Requested project team qualifications and information are highlighted below. Full resumes are available upon request. We propose no subconsultants.



**Robert Niehaus**  
Project Director



**Anthony Elowsky**  
Project Manager



**Ichiko Kido**  
QA/QC Consultant



**Zachary Van Dinther**  
Consultant

### Robert Niehaus, Project Director

**Key Tasks:** Oversee project methodology, assumptions, deliverables; responsible for overall project staffing, budget, and schedule.

**Summary of Qualifications:** Robert has more than 45 years of consulting experience and has served as Project Director for more than 100 cost of service rate and capacity fee studies in California, and more than 1,000 economic and financial projects across all 50 states and 16 countries. He holds a Ph.D. in Economics from the University of Maryland.

### Anthony Elowsky, Project Manager

**Key Tasks:** Serve as primary contact for District staff; manage project schedule and budget; lead data collection, project tasks, and analysis; review project deliverables; and ensure timely, on-budget, successful execution of the scope of work.

**Summary of Qualifications:** Anthony has 10 years of consulting experience, eight with RDN, managing over 50 California water, recycled water, and wastewater rate and fee studies. His expertise lies in water and wastewater financial planning, cost of service analysis, and rate and fee design. Anthony is well-versed in Proposition 218 requirements. He has also conducted comparative water rate analyses and compiled and analyzed data on water rates and financial information for more than 100 purveyors throughout California. He promotes best practices in the AWWA's *Manual M1 Principles of Water Rates, Fees and Charges* and the WEF *Manual of Practice Number 27*. Anthony received his M.A. from California State University, Fullerton.

### Ichiko Kido, QA/QC Consultant

**Key Tasks:** Quality assurance and quality control; technical guidance; model and report review.

**Summary of Qualifications:** Ichiko has more than 20 years of public-sector consulting experience and specializes in financial planning and rate design for California utilities. Ichiko is passionate about fine-tuning customized Excel financial models to best meet each client's needs. She has reviewed water and wastewater rates and financial plans for more than 200 utilities in California. Ichiko received her MBA from the Martin V. Smith School of Business & Economics, California State University, Channel Islands.

**Zachary Van Dinther, Consultant**

**Key Tasks:** Conduct financial, economic, and rate analysis; collect and analyze data; draft reports; work with the Project Manager to complete project tasks.

**Summary of Qualifications:** Zachary has more than six years of economic and financial rate consulting experience, working with over 25 water, recycled water, and wastewater utilities. He is an expert in Excel and adept at econometric customer-demand projections and visualizing proposed bill impacts, leveraging coding skills. Zachary received his B.A. in Environmental Economics from Michigan State University, where he researched with Dr. Jan Beecher for the Institute of Public Utilities.

## RATE AND FEE SCHEDULE

We propose completing this engagement on a firm-fixed-price basis for \$12,020. If the District prefers, we are also willing to perform the engagement on a time-and-materials basis. The table below presents our estimated hours, hourly rates, and proposed fees. This proposal is valid for 90 days.

| Rio Linda/Elverta Community Water District |                    |              |         |         |         |         |                       |                       |
|--------------------------------------------|--------------------|--------------|---------|---------|---------|---------|-----------------------|-----------------------|
| Tasks                                      | In-Person Meetings | Web Meetings | Hours   |         |         |         |                       | Total Fees & Expenses |
|                                            |                    |              | PD      | PM      | QA/QC   | C       | Total                 |                       |
| 1. Project Management                      |                    | 1            | 1       | 4       | 0       | 6       | 11                    | \$2,720               |
| 2. Capacity Fees                           |                    | 2            | 1       | 3       | 1       | 6       | 11                    | \$2,720               |
| 3. Reports                                 |                    | 1            | 1       | 5       | 2       | 8       | 16                    | \$3,940               |
| 4. Public Meetings                         | 1                  | 1            | 0       | 5       | 1       | 4       | 10                    | \$2,440               |
| Total Estimated Meetings / Hours           | 1                  | 5            | 3       | 17      | 4       | 24      | 48                    |                       |
| Hourly Billing Rates                       |                    |              | \$360   | \$260   | \$260   | \$220   |                       |                       |
| Total Professional Fees                    |                    |              | \$1,080 | \$4,420 | \$1,040 | \$5,280 |                       |                       |
|                                            |                    |              |         |         |         |         | Total Fees            | \$11,820              |
|                                            |                    |              |         |         |         |         | Total Expenses        | \$200                 |
|                                            |                    |              |         |         |         |         | Total Fees & Expenses | \$12,020              |
| PD - Project Director, Robert Niehaus      |                    |              |         |         |         |         |                       |                       |
| PM - Project Manager, Anthony Elowsky      |                    |              |         |         |         |         |                       |                       |
| QA/QC - QA/QC Consultant, Ichiko Kido      |                    |              |         |         |         |         |                       |                       |
| C - Consultant, Zachary Van Dinther        |                    |              |         |         |         |         |                       |                       |

PD - Project Director, Robert Niehaus  
 PM - Project Manager, Anthony Elowsky  
 QA/QC - QA/QC Consultant, Ichiko Kido  
 C - Consultant, Zachary Van Dinther



## Items for Discussion and Action

### Agenda Item: 7.9

**Date:** October 26, 2026

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

**Staff Contact:** Felix M. Felix, Interim General Manager

**Recommended Committee Action:**

N/A, this is a standing item on all regular meeting agendas.

**Current Background and Justification:**

District policy and various statutes stipulate Board approval of any Board Member assignments. Generally, this is a standing item, which occurs on every regular meeting agenda.

**Conclusion:**

I recommend the Board consider approving any specific nominations and assignments as may be deemed necessary and appropriate.

**Board Action / Motion**

Motioned by: Director \_\_\_\_\_ Seconded by Director \_\_\_\_\_

Cline \_\_\_\_\_ Gifford \_\_\_\_\_ Green \_\_\_\_\_ Liverett \_\_\_\_\_ Young \_\_\_\_\_  
 (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



## **Information Items Agenda Item: 8.1**

**Date:** October 26, 2026

**Subject:** District Reports

**Staff Contact:** Felix M. Felix, Interim General Manager

### **DISTRICT ACTIVITY REPORTS**

1. Operations Reports
2. Leak Report
3. Conservation Report

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## SOURCE WATER DATA

| January                             | February    | March         | April      | May                | June        | Year<br>To Date |
|-------------------------------------|-------------|---------------|------------|--------------------|-------------|-----------------|
| 35.2                                | 31.6        | 41            | 45.2       | 80.1               | 107.2       |                 |
| 35,227,128                          | 31,626,689  | 41,024,432    | 45,171,740 | 80,139,132         | 107,195,947 |                 |
| July                                | August      | Sept.         | Oct.       | Nov.               | Dec.        |                 |
| 124.1                               | 106.7       | 68.6          |            |                    |             | 639.7           |
| 124,113,666                         | 106,698,222 |               |            |                    |             |                 |
|                                     |             | Monthly Total |            |                    |             |                 |
| Gallons = Multiply M.G. by:         |             | 1,000,000     | 68,643,452 | Gallons            |             | 639,840,408     |
| Cubic Feet = Divide gallons by:     |             | 7.48          | 9,176,932  | Cubic Feet         |             | 85,540,161      |
| Hundred Cu Ft. = Divide cu. ft. by: |             | 100           | 91,769     | Hundred Cubic Feet |             | 855,402         |
| Acre Ft.= Divide gallons by:        |             | 325,829       | 210.67     | Acre Ft.           |             | 1,964           |

| Water Quality Complaints |          | Complaints Total - (Low Psi Complaints) |       |      |      | Year To Date |
|--------------------------|----------|-----------------------------------------|-------|------|------|--------------|
| January                  | February | March                                   | April | May  | June |              |
| 1                        | 0        | 0                                       | 0     | 0    | 0    | 1            |
| July                     | August   | Sept.                                   | Oct.  | Nov. | Dec. |              |
| 0                        | 0        | 0                                       |       |      |      |              |

|                                             |   |      |
|---------------------------------------------|---|------|
| New Construction                            | 0 | 0    |
| Existing Homes                              | 0 | 1    |
| Paid prior to increase.                     | 0 | 0    |
| Total of Service Connections to Date -----> |   | 4693 |

|                                |   |    |
|--------------------------------|---|----|
| Deterioration August 1 thru 31 | 9 | 45 |
| Damaged August 1 thru 31       | 0 | 0  |

|                                                       |    |     |
|-------------------------------------------------------|----|-----|
| Routine Bacteriological Samples (Distribution System) | 20 | 156 |
| Raw Water Bacteriological Samples (at Wells)          | 0  | 68  |

| 9 - Distribution leaks repaired by District staff, 0 - by Contractor or with Contractor assistance. |                            |                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work Orders Issued - 28                                                                             | Work Orders Completed - 22 | USA's Issued - 48                                                                                                                                                                                                                                                                                                                                          |
| Lock Service Off - 1                                                                                | Lock Service Off - 1       | <b>WORK ORDERS ISSUED:</b><br>All work orders issued during the current 1 month reporting period. (September 2026)<br><br><b>WORK ORDERS COMPLETED:</b><br>All work orders completed during the 1 month reporting period. (September 2026) Includes any work orders issued in prior reporting periods that were completed in the current reporting period. |
| Repair or Replace Lid - 1                                                                           | Repair or Replace Lid- 0   |                                                                                                                                                                                                                                                                                                                                                            |
| Change out Meter - 0                                                                                | Change Out Meter - 0       |                                                                                                                                                                                                                                                                                                                                                            |
| Disconnect Service - 1                                                                              | Disconnect Service - 1     |                                                                                                                                                                                                                                                                                                                                                            |
| Flow Test - 1                                                                                       | Flow Test - 0              |                                                                                                                                                                                                                                                                                                                                                            |
| Get Current Read - 0                                                                                | Get Current Read - 0       |                                                                                                                                                                                                                                                                                                                                                            |
| Hydrant Repair - 1                                                                                  | Hydrant Repair - 0         |                                                                                                                                                                                                                                                                                                                                                            |
| New Service Quote - 1                                                                               | New Service Quote - 1      |                                                                                                                                                                                                                                                                                                                                                            |
| Line Leak - 9                                                                                       | Line Leak - 9              |                                                                                                                                                                                                                                                                                                                                                            |
| Pressure Complaint - 1                                                                              | Pressure Complaint - 1     |                                                                                                                                                                                                                                                                                                                                                            |
| Possible Leak - 5                                                                                   | Possible Leak - 3          |                                                                                                                                                                                                                                                                                                                                                            |
| Tag Property - 0                                                                                    | Tag Property - 0           |                                                                                                                                                                                                                                                                                                                                                            |
| Turn Off Service - 3                                                                                | Turn Off Service - 3       |                                                                                                                                                                                                                                                                                                                                                            |
| Turn On Service - 0                                                                                 | Turn On Service - 0        |                                                                                                                                                                                                                                                                                                                                                            |
| Other Work - 1                                                                                      | Other Work - 1             |                                                                                                                                                                                                                                                                                                                                                            |
| Install Service - 1                                                                                 | Install Service - 0        |                                                                                                                                                                                                                                                                                                                                                            |
| General Complamt - 0                                                                                | General Complamt - 0       |                                                                                                                                                                                                                                                                                                                                                            |
| Re-install Meter - 1                                                                                | Re-install Meter - 1       |                                                                                                                                                                                                                                                                                                                                                            |
| Swap Meter - 1                                                                                      | Swap Meter - 1             |                                                                                                                                                                                                                                                                                                                                                            |

# RIO LINDA/ELVERTA C.W.D.

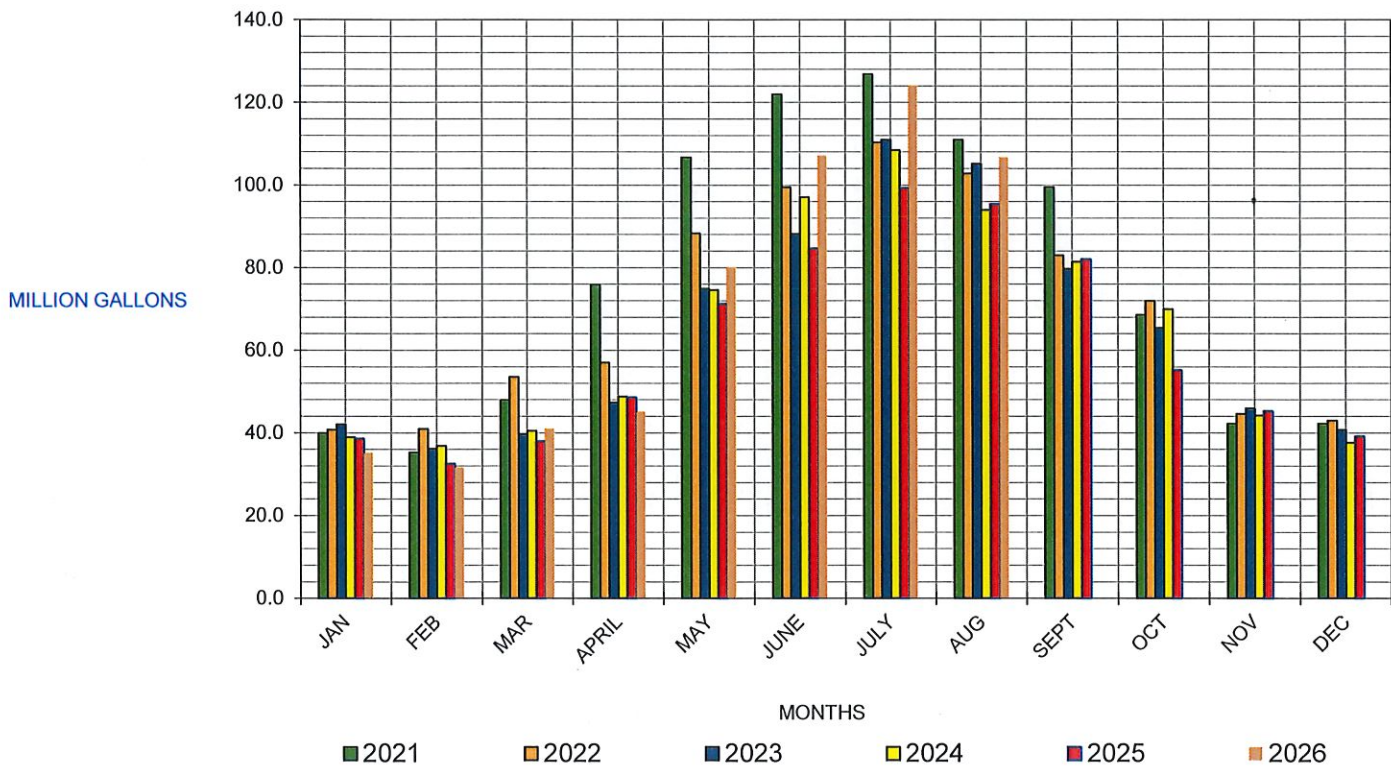
## WATER PRODUCTION

2021 \ 2026

Water Production in Million Gallons

SSWD Water Purchases

| Month        | 2021         | 2022         | 2023         | 2024         | 2025         | 2026         | Avg.         | 2021       | 2022       | 2023       | 2024       | 2025       | 2026       |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|------------|------------|------------|------------|------------|
| JAN          | 39.9         | 40.7         | 42.0         | 38.9         | 38.6         | 35.2         | 39.2         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| FEB          | 35.2         | 40.9         | 36.1         | 36.8         | 32.6         | 31.6         | 36.3         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| MAR          | 47.9         | 53.5         | 39.6         | 40.5         | 38.0         | 41.0         | 43.9         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| APRIL        | 75.8         | 57.0         | 47.3         | 48.7         | 48.6         | 45.2         | 55.5         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| MAY          | 106.6        | 88.2         | 74.9         | 74.6         | 71.2         | 80.1         | 83.1         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| JUNE         | 121.9        | 99.4         | 88.1         | 97.0         | 84.6         | 107.2        | 98.2         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| JULY         | 126.8        | 110.3        | 110.9        | 108.4        | 99.3         | 124.1        | 111.1        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| AUG          | 110.9        | 102.7        | 105.1        | 93.9         | 95.4         | 106.7        | 101.6        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| SEPT         | 99.4         | 82.9         | 79.6         | 81.4         | 82.0         | 68.6         | 85.1         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| OCT          | 68.5         | 71.9         | 65.3         | 69.9         | 55.2         |              | 66.2         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| NOV          | 42.2         | 44.6         | 45.9         | 44.2         | 45.3         |              | 44.4         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| DEC          | 42.2         | 42.9         | 40.7         | 37.6         | 39.1         |              | 40.5         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        |
| <b>TOTAL</b> | <b>917.3</b> | <b>835.0</b> | <b>775.5</b> | <b>771.9</b> | <b>729.9</b> | <b>571.1</b> | <b>824.9</b> | <b>0.0</b> | <b>0.0</b> | <b>0.0</b> | <b>0.0</b> | <b>0.0</b> | <b>0.0</b> |



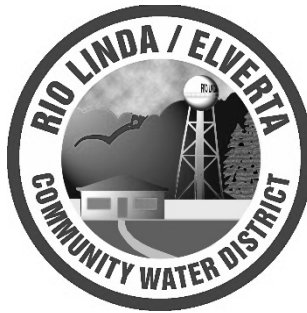
|    |       |         |                       |           |           |    |
|----|-------|---------|-----------------------|-----------|-----------|----|
| 45 | 25864 | Service | 6640 2nd Street       | 8/7/2026  | 8/7/2026  | 1  |
| 46 | 25888 | Service | 6701 2Nd Street       | 8/20/2026 | 8/20/2026 | 1  |
| 47 | 25872 | Service | 239 W E St.           | 8/13/2026 | 8/19/2026 | 6  |
| 48 | 25871 | Service | 6112 W 2nd St         | 8/13/2026 | 8/18/2026 | 5  |
| 49 | 25883 | Service | 6121 W 2nd St.        | 8/18/2026 | 8/18/2026 | 1  |
| 50 | 25896 | Service | 6821 5th St.          | 8/25/2026 | 8/25/2026 | 1  |
| 51 | 25856 | Service | 425 Silver Crest Cir. | 8/4/2026  | 8/4/2026  | 1  |
| 52 | 25901 | Service | Curved Bridge         | 8/27/2026 | 8/27/2026 | 1  |
| 53 | 25892 | Service | 300 Charles Ave.      | 8/21/2026 | 8/25/2026 | 4  |
| 54 | 25890 | Service | 230 W Delano St.      | 8/20/2026 | 8/20/2026 | 1  |
| 55 | 25873 | Service | 1250 G St.            | 8/13/2026 | 8/13/2026 | 1  |
| 56 | 25854 | Service | 1620 C St.            | 8/3/2026  | 8/12/2026 | 9  |
| 57 | 25886 | Service | 1936 C St.            | 8/20/2026 | 8/21/2026 | 2  |
| 58 | 25891 | Service | 1909 G St.            | 8/21/2026 | 9/1/2000  | 11 |
| 59 | 25868 | Service | 5933 20th St.         | 8/10/2026 | 8/11/2026 | 2  |
| 60 | 25882 | Service | 5629 20th St.         | 8/18/2026 | 8/20/2026 | 3  |
| 61 | 25897 | Service | 5632 20th St.         | 8/25/2026 | 8/25/2026 | 1  |
| 62 | 25880 | Service | 6116 20th St.         | 8/17/2026 | 8/25/2026 | 8  |
| 63 | 25898 | Service | 7221 26th St.         | 8/26/2026 | 8/31/2026 | 5  |
| 64 | 25907 | Service | 6701 2nd St.          | 9/2/2026  | 9/2/2026  | 1  |
| 65 | 25910 | Service | 636 K St.             | 9/8/2026  | 9/11/2026 | 3  |
| 66 | 25911 | Service | 7445 8th St.          | 9/9/2026  | 9/16/2026 | 7  |
| 67 | 25912 | Service | 1110 E St.            | 9/9/2026  | 9/22/2026 | 13 |
| 68 | 25914 | Service | 1729 I St.            | 9/15/2026 | 9/23/2026 | 8  |
| 69 | 25915 | Service | 1864 I St.            | 9/15/2026 | 9/16/2026 | 1  |
| 70 | 25916 | Service | 6240 20th St.         | 9/15/2026 | 9/23/2026 | 8  |
| 71 | 25908 | Service | 1841 I St.            | 9/4/2026  | 9/15/2026 | 11 |
| 72 | 25906 | Service | 7221 26th St.         | 9/2/2026  | 9/2/2026  | 1  |
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## Conservation Report September 2026



|                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Supplies (kits):</b>                                                   | Shower heads(1) Kitchen Aerators(2) Bathroom Aerators(0) Shower Timer(0) Nozzle(2) Toilet Tabs(3) Moisture Meters(1) Retro-Fit Kits(0) Welcome Kits(0) Kids Kit(0)                                                                                                                                                                                                                                                             |
| <b>Water Waste</b><br>(calls, emails, letter, leaks detected, and fixed): | 0 Water Waste Letter<br>234 contacts about possible leaks using the AMI system<br>- 7 were called, 0 was mailed, 227 was emailed, 0 tag was hung                                                                                                                                                                                                                                                                               |
| <b>Water Schedule:</b>                                                    | given to customers with all violation letters and new applications                                                                                                                                                                                                                                                                                                                                                             |
| <b>Surveys</b>                                                            | None                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Workshops, Webinar, Meetings:</b>                                      | None                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Fines:</b>                                                             | None                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Other Tasks:</b>                                                       | <ul style="list-style-type: none"> <li>● Assisted with new customers</li> <li>● Created/completed work orders</li> <li>● Disconnect properties with no service application</li> <li>● Notified and offered customers the ACH payment method</li> <li>● Closed accounts and final billed customers</li> <li>● Verbal Demands</li> <li>● Facebook Posts</li> <li>● High Usage Alert</li> <li>● Continuous Usage Email</li> </ul> |
| <b>Grant Updates:</b>                                                     | None                                                                                                                                                                                                                                                                                                                                                                                                                           |



## **Information Items**

### **Agenda Item: 8.2**

**Date:** October 26, 2026

**Subject:** Board Reports

**Staff Contact:** Felix M, Felix, Interim General Manager

#### **BOARD REPORTS**

1. Report any ad hoc committees dissolved by requirements in Policy 2.01.065
2. Sacramento Groundwater Authority – Liverett/Cline
3. Executive Committee – Young/Liverett
4. ACWA/JPIA – Cline
5. Chromium Treatment Ad Hoc – Liverett, Green
6. MOU Negotiations Ad Hoc – Gifford, Green

**Minutes**  
**Rio Linda / Elverta Community Water District**  
**Executive Committee**

October 14, 2026 @ 6:00 P.M.

THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC

VISITORS / DEPOT CENTER

6730 FRONT STREET, RIO LINDA, CA 95673

Public documents relating to any open session items listed on this agenda that are distributed to the Committee members less than 72 hours before the meeting are available for public inspection on the counter of the District Office, 730 L St, Rio Linda, CA. The public may address the Committee concerning any item of interest. Persons who wish to comment on either agenda or non-agenda items should address the Executive Committee Chair. The Committee Chair will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes). In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability related modification or accommodation to participate in this meeting, then please contact the District office at (916) 991-1000. Requests must be made as early as possible and at least one full business day before the start of the meeting.

**RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT**

**EXECUTIVE COMMITTEE MEETING MINUTES — OCTOBER 14, 2026**

The meeting was attended by Director Young, Director Liverett, Interim GM Felix, and Contract District Engineer Mike Vasquez.

**Call to Order**

Chair Vicky Young: Called the meeting to order at 6 pm.

**Public Comment**

Public: "I'm appalled at this last-minute special meeting regarding the MOU contract. Every dime we have should go toward paying off the hexavalent chromium contamination. We paid \$350,000 in legal fees. How many people are in the office? Why are we now rewarding employees and giving out promotions?"

Summary: A member of the public expressed concern about legal expenses, chromium-6 contamination, and employee promotions.

**Action Items: No specific action was assigned during public comment.**

**Items for Discussion**

**1. Public Works Projects Update (Contract District Engineer — Mike Vasquez)**

Director Young: Let's move on to Public Works with District Engineer Mike Vasquez.

District Engineer Vasquez: Good evening. I know we have a special meeting at 7 pm, so I was asked to be brief and succinct with my report. I'll do that and will be happy to answer any questions.

**1) Hexavalent Chromium Compliance Planning**

District Engineer Vasquez: We met this afternoon with the design consultant regarding Wells 2A and 10. The schedule is to complete the design plans in early November for our review. The goal is to bring the plans to the November Board meeting and request authorization to advertise for construction bids. The schedule is very tight, and the design consultants are working hard to meet the timeline. If anything changes, I'll let you know.

District Engineer Vasquez: A second component of the Wells 2A and 10 projects is the pre-purchase documents for the treatment vessels. We have the drafts and approximate costs. The vessels are estimated at \$990,000 per site; we are still reviewing the prices. There is also an operations and maintenance component for the first five years of resin regeneration, estimated at about \$180,000. I'd like to ask the Executive Committee to forward an item to the October Board meeting to discuss the pre-purchase agreement and authorize staff to proceed with purchasing the vessels. This could save the District three to four months. The vessels take about four to six months to manufacture. If authorized around November 1, delivery would be expected in April or May, giving the contractor two to three months to complete construction, with completion targeted for September. I'll also bring an engineer's estimate for the remaining work at both sites to confirm the design fits within the budget. The fiscal-year budget included approximately \$2.25 million for each well. I expect to know more about the remaining improvements over the next week or so, and certainly by the next Board meeting.

Director Young: There was a figure of about \$2 million. What was that amount?

District Engineer Vasquez: Approximately \$2.25 million to implement chromium-6 treatment at each of Wells 2A and 10.

Director Liverett: And the vessels came in at about \$980,000, right?

District Engineer Vasquez: \$984,000 for the vessels alone. The remaining amount would cover other construction items, such as on-site piping, installation of the vessels, and connections to the existing groundwater wells. I'll provide more detail at the Board meeting.

District Engineer Vasquez: We also discussed Well 15 and whether to investigate installing a second, shallower well. That could potentially be implemented more quickly than treating the existing well and might reduce the cost of the original plan. I contacted Wood Rodgers, which did work at the Well 15 site about ten years ago, to investigate whether a shallower well could be installed and blended with Well 15 to produce water with chromium-6 levels below 10 parts per billion.

Director Liverett: Is Wood Rodgers going to use the current monitoring wells to collect samples?

District Engineer Vasquez: I asked Wood Rodgers to provide a proposal to repeat the investigation conducted ten years ago. There is more data now, but additional on-site investigation and testing of existing monitoring wells and shallower depths would be needed. The proposal I received today is approximately \$33,000. The Executive Committee can discuss whether to bring this to the October Board meeting. The earlier data are ten years old, and conditions and monitoring data have changed. Regional agencies are collecting samples from monitoring wells, including three within the District. GEI is working with the regional agencies and recently collected samples. Wood Rodgers is a well-established local geology firm with knowledge of the area.

District Engineer Vasquez: The proposal is approximately \$33,000. I received it about two hours ago, so I'm providing a preliminary estimate to the Committee. That covers what I had for chromium-6 compliance planning. I'm happy to answer questions.

Director Young: If that is your recommendation, I'm comfortable with you bringing the information forward.

Director Liverett: Because if that option doesn't work, we need a backup plan, right?

District Engineer Vasquez: Correct.

District Engineer Vasquez: The final chromium-6 planning item is the existing intertie with Sacramento Suburban Water District. The connection is in place but, to my knowledge, has not been used in nearly nine years. It may be worth asking the General Manager to begin discussions with Sacramento Suburban's General Manager about modifying the agreement so the District could use their water in an emergency or if needed to meet chromium-6 compliance requirements, particularly if treatment projects

extend beyond October 2027. The current agreement is for emergency use, but that term is not clearly defined. The District could discuss expanding the agreement to make the water supply more readily available if needed.

Director Liverett: And turn it into an uninterrupted supply?

District Engineer Vasquez: There are two types of supply. An interruptible supply means Sacramento Suburban cannot guarantee water will be available. An uninterrupted supply guarantees availability and comes at a cost. I think this is a General Manager-level discussion, but I wanted to raise it.

District Engineer Vasquez: I'll try to stay on time. The remaining items should be fairly quick.

## **2) 2025/2026 FY CIP Valve Replacement Project**

District Engineer Vasquez: The 2025/2026 fiscal-year Capital Improvement Program valve replacement project is still underway. I spoke with Frank, our Water Systems Operations Manager, who hopes to have enough staff next week to begin shutting down water service and replacing more valves. The purpose of this project is to replace old, frozen, or non-operational valves so fewer customers are affected when a leak occurs. Some valves that need replacing are also inoperable, so we're working through how to complete that work. The Operations Manager and I will discuss it further tomorrow. The goal is to minimize impacts on the public.

## **3) 2026/2027 FY CIP Project**

District Engineer Vasquez: The 2026/2027 fiscal-year CIP project has not yet been defined. We want to finish the current project first. There is approximately \$250,000 budgeted this fiscal year for additional work. My recommendation is to continue the valve replacement project, but I'll bring that recommendation to the Committee and Board after the current project is completed.

Director Liverett: What is the deadline?

District Engineer Vasquez: There is no set deadline. Progress depends on how quickly our operations team can shut off the valves and the contractor can repair them.

Director Liverett: Do you have a rough estimate of how many are left?

District Engineer Vasquez: Three locations remain.

Director Young: What is the proposed cost right now?

District Engineer Vasquez: The budget was \$238,000 for eight locations. Each location is priced separately, depending on complexity.

## **4) 2025 Urban Water Management Plan**

District Engineer Vasquez: The 2025 Urban Water Management Plan is going well. Felix and I meet every two weeks with the consultant, Waterworks. We're scheduled to receive a draft next Wednesday for review and remain on schedule to present it to the Board at the December meeting.

## **5) 2026 Consumer Confidence Report**

District Engineer Vasquez: The 2026 Consumer Confidence Report uses the District's 2025 water-quality data. I helped the Operations Manager prepare it, and it was submitted to the District last week. I'm not sure whether it has been mailed with bills or posted on the website, but if it hasn't, it should be included with the next mailing.

## **6) 2027 Urban Water Use Objective Annual Report**

District Engineer Vasquez: The 2027 Urban Water Use Objective Annual Report is due on January 1. It uses District production and consumption data from July 1, 2025, through June 30, 2026. The Water

Board provides a template, which normally isn't available until early December. We then have to work quickly to complete the report. I expect the same schedule this year, so you'll see it on upcoming agendas to make sure we meet all requirements.

## **7) Water Meter Replacement Program**

District Engineer Vasquez: The water meter replacement program has been on the Board's radar. Felix has been working on a plan to do the work in-house. Last year, a contractor installed meters, and we have a quote from that contractor to continue. I want to keep this before the Committee and Board so we can decide whether to do the work internally or hire the contractor. In my view, doing nothing is not the best option. Replacing meters that need replacement benefits the District, while we also need to be efficient with costs.

Director Liverett: Do you know how many meters we have left to replace?

District Engineer Vasquez: We try to replace 5% to 10% annually. Meters should be replaced about every 15 years; every 10 years would be better, but we have to work within the budget. It will be an ongoing program. Approximately 500 meters are quite old.

Director Liverett: How many are non-operational?

District Engineer Vasquez: I don't have the number, but I can get it for you.

Director Liverett: Is it over 100?

District Engineer Vasquez: I would say 100 is probably a reasonable estimate.

Director Young: I spoke with someone a couple of weeks ago who said his meter hasn't worked for three or four years, despite contacting the District several times. He continues to receive estimated bills. I'll forward his contact information so you can personally check on it.

District Engineer Vasquez: Please send it to Felix and copy me. I know Felix communicates with staff, and Frank should follow up on it.

Interim GM Felix: I recently spoke with a customer who was concerned about rising costs. I reviewed the usage trend and, because he lives alone and is retired, the usage didn't look right. It appeared there might be a leak on his property. I offered to replace the meter first to make sure it was working properly, then have our conservation specialist inspect the property for a possible leak. We followed up, and he feels good about the plan.

Director Young: Does the conservation specialist generally look for leaks?

Interim GM Felix: Yes. She also provides conservation kits and teaches residents how to check for leaks, such as using dye in toilets. Sometimes it's a leaking toilet or irrigation. We look for green or wet areas on the property and point them out so the issues can be addressed. Nine times out of ten, there's usually a leak somewhere on the property. We want to help residents, especially those who may be elderly.

Director Young: We need to be sensitive when a meter hasn't worked for a long time and the bill suddenly increases after a new meter is installed. We should work with customers case-by-case. It isn't necessarily their fault that the meter wasn't working.

Interim GM Felix: Correct. Sometimes customers speak with staff but don't feel their concerns have been resolved, so I step in and work with them directly. Please pass those concerns to me, and I'll help address them.

Interim GM Felix: Regarding doing the work in-house, I believe in taking care of things internally when we can and keeping costs down.

Interim GM Felix: We hired a new field staff member and are getting that person up to speed. I'm also talking with Frank about bringing in temporary employees, training them, and seeing whether they can handle some meter replacements. We also have Plan B.

Director Liverett: Have you noticed an increase in customers' bills during the last billing cycle?

Interim GM Felix: Some customers have raised concerns, and we're tracking the trends. Some increases are caused by leaks. Older meters can fail in a way that under-registers water use, so when a new, accurate meter is installed, the bill can increase. We test meters to make sure they are certified and calibrated. If a customer remains concerned, we explain the test results and what the meter is showing.

Director Liverett: I ask because someone sent me pictures of previous bills and the most recent bill was almost double. I can forward those to you.

Director Liverett: With the pilot study and the wells running more than normal, could that increase pressure and cause people to use more water?

District Engineer Vasquez: I don't think so. Both wells in the pilot study have been throttled down. I can check SCADA to confirm the operating information.

Director Liverett: It was just an afterthought, but it would be interesting to check.

Director Young: I noticed our electric bill was quite high two months ago, and it has been trending higher throughout the year. The trends also appear to show higher water production over the last couple of months compared with the previous two years.

## **8) Development Review — Century Palms Estates and Q Street / Front Street**

District Engineer Vasquez: The Century Palms project was first discussed about six months ago.

District Engineer Vasquez: I checked with the County. The developer has stopped pursuing the potential 120-lot subdivision at M Street and Rio Linda Boulevard, at the southwest corner. However, the property owner is continuing to process a tentative map, so I would describe the project as being in transition rather than dead. The national homebuilder is no longer partnering on it. The owner has not yet contacted the District, and the County has not requested further comments. I'll let you know if anything changes. There is also a smaller subdivision on Q Street near Front Street that the County approved. I reviewed plans submitted by the developer's engineer and returned comments. Those are the two development projects currently under review.

## **9) District Office Roof**

District Engineer Vasquez: I contacted five roofers and discussed the project with three. We're coordinating a site visit/pre-bid meeting, hopefully tomorrow or early next week. I hope to receive quotes within a week and bring the matter to the Board at the end of the month. If the cost is within the budget, staff has already been authorized to proceed. I'll follow up.

District Engineer Vasquez: That completes my agenda. I'm happy to answer any questions.

## **Summary — Public Works Projects Update**

The Engineer reported on chromium-6 treatment planning for Wells 2A and 10, possible further investigation of a shallower Well 15, potential discussions with Sacramento Suburban Water District, valve replacement work, the water management and reporting documents, meter replacement concerns, development reviews, and roof repairs.

## **Action Items**

- Prepare the Wells 2A and 10 vessel pre-purchase item and remaining-work engineer's estimate for Board consideration; confirm costs and schedule.

- Determine whether to bring Wood Rodgers' approximately \$33,000 Well 15 investigation proposal to the Board.
- Consider whether the General Manager should discuss expanding the Sacramento Suburban Water District inter-tie agreement.
- Continue the valve replacement project; three locations remain. Bring a recommendation for the 2026/2027 CIP after the current project is completed.
- Review the 2025 Urban Water Management Plan draft and target Board presentation in December.
- Confirm whether the 2026 Consumer Confidence Report has been mailed or posted.
- Prepare the 2027 Urban Water Use Objective Annual Report when the Water Board template becomes available.
- Provide the non-operational meter estimate; follow up on customer meter/billing concerns and review whether temporary staff can assist with replacements.
- Check SCADA information related to pilot-well operation and reported water-production/electricity trends.
- Continue review of Century Palms Estates and Q Street / Front Street development submittals.
- Obtain roof quotes and bring the District office roof proposal to the Board, anticipated at the end of October.

Director Young: Does anybody have comments? Go ahead.

Public: I'm often away and turn my meter off when I leave. I had a minor leak and repaired it, but my bill hasn't gone down. I'm home only about three days a week, and sometimes I'm away for weeks at a time. My bill this month was \$393. This is ridiculous. I'd like to know how to read my own meter because I question whether it's being read correctly. Something seems wrong. Why is my bill almost \$400?

Director Young: Have you checked to make sure the meter isn't running when you turn the water off?

Public: I take photos of it. When staff came out to fix it, sand got into the meter box and covered the dials, so I had to dig it out myself. I put a plastic bag over it, but it hasn't solved the problem. I'm concerned about how the work was done and how the opening is designed to keep sand out.

Public: How long ago was that?

Director Young: We recently got a new Chief of Operations. He's a nice gentleman.

Public: I like the people who come out; they're very nice. My concern is the process and the rules.

Interim GM Felix: Ma'am, please see me afterward. I'd like to get your information, and we'll come out to look into it.

Public: I'm concerned because I can't even go into the office anymore. About six months ago, I went in to speak with someone and was told it was a closed-door policy. Now I just put my check in the mailbox.

Interim GM Felix: I'll give you my cell number so you can reach me directly, and I'll assist you.

Director Liverett: Could we hold workshops to teach people how to read their meters?

Interim GM Felix: Sure. I can have staff teach people how to do that. It's pretty easy.

Interim GM Felix: We'll help resolve these problems. I'm available, so please reach out if you have concerns or questions.

Director Liverett: I'd like to have a public workshop, rather than just helping one person at home. Anyone who wants to learn could attend. I'd like to learn, too.

Director Young: The District's website is accessible through Facebook or by searching for Rio Linda / Elverta Community Water District. Under "Board of Directors," you can find the directors' names and email addresses, with phone numbers to follow. Those contacts go directly to each of us. If you have a complaint that isn't being resolved or you're uncomfortable raising it with staff, you can contact a Board member.

Public: Is it true that staff no longer work in the office?

Interim GM Felix: They work in the office, but their schedules are staggered.

Director Liverett: Felix, that's my point. I've never had anyone reach out to me because their bills were increasing.

Director Young: Any more comments?

Public: I'm here because I saw a Facebook post saying we were going to discuss an increase in lifetime medical benefits. I don't know whether that was for Board members, District employees, or someone else.

Director Young: I think you're referring to the special Board meeting immediately after this one. It concerns District employees. We review contracts each year. Because these are personnel matters, the discussion isn't open in the same way as other business. The contract review is scheduled for later this evening.

Public: The budget shows ten employees, with one position unfilled, and \$1,470,103 for salaries, wages, and employee benefits. The General Manager salary is listed at \$136,250. My husband says you compare salaries with other water districts, but do you take the size of the districts into account?

Director Young: You have to pay enough to attract people. We don't have a large budget or staff like some other districts, but these are union employees and we have to pay competitive rates. People come here, get training, and then leave for another district. Then we have to start over. We need to retain employees who have the knowledge and skills to do the work.

Public: The budget also lists medical, dental, and other benefits at \$244,440 for ten employees; retiree insurance at \$16,200; staff training at \$5,000; and uniforms. Does everyone wear a uniform when they go out?

Director Young: The skilled technicians do.

Public: So, \$7,770 a year for uniforms?

Interim GM Felix: Vicky, with all due respect, we have about 20 minutes to finish this Executive Committee meeting before moving to the next meeting.

Director Young: We're getting ahead of ourselves. The budget and contract have not been finalized. We're discussing them later, and I can't give firm answers before decisions are made. The Board meets on the fourth Monday of each month at 6:30 p.m. The agenda is posted on the website ahead of time, and the public is welcome to attend and ask questions.

Public: So the meeting you're holding now is just to discuss it, not finalize it?

Director Young: Correct.

Director Liverett: At least, that's our understanding.

Public: I hope that's the case and that lifetime benefits for retirees aren't being finalized tonight.

Director Young: We're running about an hour or a little longer, and we have another meeting right after this. Let's finish up so we can get started on that meeting.

### **Summary — Public Comment Following the Engineer's Report**

Members of the public raised concerns about unusually high water bills, meter readings and meter-box maintenance, access to District staff, employee compensation and benefits, and the process for reviewing contracts. The Interim General Manager offered to follow up on individual billing concerns. Directors discussed a possible public workshop on reading water meters and directed residents to Board contact information on the District website.

### **Action Items**

- Interim General Manager to obtain the affected customer's information and arrange follow-up on the reported meter/billing concern.
- Consider holding a public workshop to teach residents how to read their water meters.
- Forward the reported customer billing examples to the Interim General Manager for review.

Director Young: Mike, are you finished with your part?

District Engineer Vasquez: Yes, thank you.

Director Young: Thank you very much.

## **2. CPS HR / General Manager Recruitment**

Director Young: We discussed this before. This is the proposal for recruiting the General Manager. We need to decide whether to move forward and bring a recommendation to the full Board.

Director Liverett: The CPS HR recruitment?

Director Young: Do you have comments you want to raise?

Director Liverett: Felix, what did you do about the \$1,800 they billed us?

Interim GM Felix: I presented two options to the Board. It could approve the \$1,800 invoice or decline to pay it. The Board had asked me to request an itemized breakdown, which I did. I believe three Board members agreed to pay the invoice. I explained that not paying could damage the District's relationship with CPS HR, which has historically provided salary and benefits studies and other services. Without payment, the District might not be able to use them for future work.

Director Liverett: Someone in business should understand this. If it were coming out of my pocket, I'd ask why they were billing me for work that wasn't done. They took two months to redline the contract we approved, then redlined a new contract and billed us for that?

Interim GM Felix: I said the District could decline to pay, but that could damage the relationship with CPS HR and limit future services. Paying would maintain a good rapport and allow the District to use them again.

Director Liverett: Don't you think that sends the message that they can bill us whatever they want?

Interim GM Felix: I understand why you asked me to look into it. I think \$30,000 to recruit a new General Manager is a lot for a small water district, and \$1,800 for the invoice also seemed high. I asked CPS HR to break down the charge and justify billing for services when we had not signed an agreement. The majority of the Board decided to pay the invoice and asked me to negotiate better terms. The proposal before you is substantially lower—about half the original cost. It leaves out Phase 3.

Director Young: It seems that, during the process, they spent more time planning and specifying the services than was necessary just to provide an estimate. Felix spent more time with them getting the details, which may explain why they billed us.

Interim GM Felix: The new proposal is \$18,300 for Phases 1 and 2. It does not include Phase 3.

Director Young: What is Phase 3?

Interim GM Felix: Phase 3 is the full-service portion. They would identify candidates, review application materials, conduct screening and interviews, submit a client report, notify candidates, coordinate their attendance at meetings, and develop interview questions. It's the final part of the process.

Director Young: My opinion is that we should move this forward to the Board for discussion. I'd also like to see whether other companies provide this service and whether we can get additional proposals.

Director Liverett: Didn't we appoint a hiring committee at the last Board meeting?

Interim GM Felix: The Board dissolved the ad hoc committee after deciding to pay the \$1,800 invoice and asking me to negotiate better terms with CPS HR. At that point, the committee was dissolved.

Director Liverett: I missed one meeting. How long was the hiring committee in place?

Interim GM Felix: It took time to prepare the advertisement and schedule the ad hoc committee meeting. The position was posted on B&C Water News, Aqua for California, Facebook, and the District website, but we did not receive any applications. I said we needed to conduct a more aggressive search, possibly using a recruiter or LinkedIn, which would cost more. The Board decided to ask CPS HR to provide a proposal.

Director Liverett: I mentioned this recently and received applicants within 24 hours.

Interim GM Felix: Where are they?

Director Liverett: They're in my email.

Interim GM Felix: Are you going to provide them to us?

Director Liverett: I was trying to submit them to whoever was on the hiring committee. No one told me a committee had been formed, and I thought the ad hoc committee with Vicky and Chris was only to write the advertisement, not to conduct hiring. I may have missed the change at the last meeting.

Interim GM Felix: At this point, I was directed only to contact CPS HR again. If the Board decides to move forward with CPS HR, we can determine whether to create an ad hoc committee. This is the first step, and we're essentially starting over.

Director Young: My recommendation is to submit this for consideration and also see whether other companies can provide proposals.

Interim GM Felix: I know of other companies, and I expect them to be more expensive. I worked to get this proposal down to the current price, but I can look into other firms and provide proposals for comparison.

Director Young: What should we do with the applicants who have already come forward?

Interim GM Felix: We have about eight minutes left.

Director Young: Any comments?

Public: How much would Phase 3 cost?

Interim GM Felix: The original proposal was \$30,000 total.

Public: No, what is the cost of Phase 3 alone?

Interim GM Felix: Each phase was originally estimated at \$10,000, for \$30,000 total. Phases 1 and 2 are now \$18,300.

Public: So Phase 3 might cost more than \$12,000? I assume it has to be done eventually.

Interim GM Felix: The District would handle more of the work itself, including contacting candidates and scheduling interviews.

Public: What would that cost us?

Interim GM Felix: Much less. It is more economical for us to do that work. I'm trying to watch the budget and meet our fiduciary responsibilities, but I can look into other companies as well.

### **Summary — CPS HR / General Manager Recruitment**

The Committee discussed CPS HR's \$1,800 invoice, the revised \$18,300 proposal for Phases 1 and 2, the omitted Phase 3 services, and the prior recruitment effort that produced no applicants through the advertised channels. Directors also discussed applicants received independently and whether to compare proposals from other recruitment firms.

### **Action Items**

- Forward the revised CPS HR proposal to the full Board for discussion; no final approval is recorded in this transcript.
- Ask other recruitment firms for proposals to compare costs and services.
- Clarify how previously received General Manager applicants should be submitted and reviewed, and whether an ad hoc hiring committee should be established.

### **3. Discuss Expenditures for August 2026**

Director Young: It's time to discuss expenditures for August 2026. Does anybody have questions about the expenditures?

Director Young: Did we buy the vacuum truck?

Interim GM Felix: Yes, we bought one.

Director Young: For \$136,000?

Interim GM Felix: Yes.

Director Young: When did that happen?

Interim GM Felix: August 4. We bought it from RDO.

Director Liverett: Is that in the documents? We really need to figure out a way to get the invoices, credit-card statements, and all of that.

Director Young: At the last meeting, we spent time discussing the vacuum truck. I was informed about the purchase.

Interim GM Felix: We have it, so that item is complete. It was one of the things we needed to perform services in-house. I was also glad to see the field instrumentation for the VFD wiring addressed.

Director Young: There have been a lot of repairs, parts, and safety equipment purchases lately. Is there something going on, or are these all routine parts and supplies?

Interim GM Felix: Whenever an invoice or receipt comes across my desk, I review it and ask Frank what the project was and why the items were needed. He has been transparent, and the purchases have been justified.

Director Young: Do you review them before or after purchase?

Interim GM Felix: I review them beforehand when possible. For items purchased locally at a hardware store, I may not be present at the time, but Frank provides the receipts, and I review them. The expenses are justifiable.

Director Young: I recommend forwarding the expenditures to the next Board meeting for review and approval.

Interim GM Felix: All right, thank you.

[The transcript is inaudible at this point.]

Interim GM Felix: I'll work with Adept Solutions and Gerardo to see what I can do to help mitigate this for you.

Director Young: I think we're finished. The meeting is adjourned at 7 pm. Thank you all for coming.

### **Summary — August 2026 Expenditures**

The Committee discussed the recent repair, parts, and safety-equipment expenses. The Interim General Manager stated that invoices are reviewed and questioned with the Operations Manager before approval when possible. The transcript includes a recommendation to forward expenditures to the next Board meeting for review and approval.

### **Action Items**

- Forward the August 2026 expenditures to the next Board meeting for review and approval.
- Continue ensuring that invoices, receipts, and supporting records are available for Committee/Board review through the link.
- Interim General Manager to follow up with Adept Solutions regarding the issue referenced.